W50S8R-26-B-A002 - PRE-BID CONFERENCE - SITE VISIT MINUTES

179 CW/MSC – Memorandum For Record 23 June 2026

SUBJECT: Pre-Bid Conference, Site Visit
Solicitation: W50S8R-26-B-A002, B522 HVAC & B414 DEMO

Location and/or Unit: 179th CW, Mansfield Ohio ANG

1. The site visit was conducted on 23 June 2026, @ 10:00am. List of contractor attendees is attached.

The following Government personnel were present:
   a. Gordon Strom, 179CW Contracting Officer
   b. Clayton McCarthy, 179CW Deputy Base Civil Engineer

2. Everyone was welcomed; handouts of slide show presentation were provided. The following was discussed (slides attached):

   a. Subcontractors present (that are not accompanying prime contractors) are not to be considered as an endorsement by the Government; they are welcome to attend, interact with other contractors as they choose.

   b. Any contractors present who have performed work for the Government are to keep discussions and conversations specific to this project only – no sidebar conversations or inquiries related to past, present or future work is to be a topic of discussion. The same applies to any relationships any contractor personnel may have with other Government personnel who they may know from previous experience.

   c. Pictures are authorized.

   d. Bid opening will be in same building/same room as the pre-bid conference. Contractors are cautioned – should they choose to hand-walk bid package to bid opening, to ensure they hand-deliver package to Contracting Officer no later than bid closing time. Time for contractors to gain base access should be accounted for.

   e. Ensure solicitation is read thoroughly. Note the complete bid package submission requirements.

   f. Submission of RFI's should be in as timely a manner as possible, and will be answered in as expeditiously a manner as possible. In the event that pertinent RFI(s) submitted within the stated timeframes of solicitation are not answered in a timely manner, the bid opening date will most likely be extended to accommodate, via solicitation amendment (Contracting Officer determination). Any questions asked/responded to during site visit shall be submitted through RFI process, if contractor determines need for Government response to be in writing.

   g. ALL RFI's will be answered on a non-attribution basis; Contracting Opportunities (via SAM.gov site) will be sole site/source for obtaining answers/supporting documents if applicable, as well as any official solicitation amendments and/or addendums.

h. All were reminded that RFI's shall be in writing (utilizing RFI format in section 00 21 00 of solicitation), and due no later than at least 5 business days prior to bid due date (with bid opening day/time.

i. Contractors (primes and any subcontractors) SHALL NOT contact 179th personnel or the designer of record (AE). All RFI's/contact related to this project is restricted to submission to the Contracting Officer (Gordon Strom). Subcontractors shall route their RFI's through prime contractor.

j. Contractors shall ensure BOTH the specifications and the drawings are reviewed, and that disciplines that impact each other's efforts are coordinating where necessary.

k. Contractors were reminded to check SAM.gov daily (at least once a day), for solicitation updates.

3. Site visits followed pre-bid conference, where the following was noted.

a. B414 DEMO
   - Attendees were given access to all parts of building. It was noted that the Government will not be taking out or repossessing any material, equipment, etc. onsite (all is for contractor to take/possess/dispose of/etc.).
   - Attendees were reminded of section 2.2.2. of statement of work.
   - Attendees were informed that there is no equipment or materials to dispose of from the rooftop. Roof is flat, with penetrations related to piping and vents.
   - Attendees were reminded that any unforeseen conditions that may arise post-award (e.g. hazardous material report reveals additional effort needed in addition to what is currently unknown by the Government), will be handled through post-award change order process.

b. B522 HVAC
   - Attendees were given access to view existing chiller, and mechanical room.
   - Attendees were informed during pre-bid conference discussion, that daily access to this work site would be through main gate. Cairns Rd. gate would be able to utilized for deliveries.

Note: If there are any questions related to these minutes or any aspect of this project, please contact Gordon Strom via email gordon.strom.1@us.af.mil (questions asked over the phone will be taken out of courtesy; however, the Government will only be responsible for those that are answered in writing). Ensure that you receive a response when submitting RFI, that it has been received. Also note SAM updates, to ensure all RFI's have been answered.

GORDON STROM, GS-12, DAF
Contracting Officer