DEPARTMENT OF THE AIR FORCE
1ST SPECIAL OPERATIONS WING (AFSOC)
HURLBURT FIELD FLORIDA

02 June 2026

MEMORANDUM FOR RECORD

FROM: 1 SOCONS/PKA

SUBJECT: Site Visit Instructions for Solicitation FA441726Q0111, Wind Tarps Installation

DATE AND TIME: A site visit for the subject solicitation will be held on Thursday, 11 June 2026, at 1000 CDT.

LOCATION: The site visit will be held at 624 Red Horse Road, building 90538, Hurlburt Field, FL

BASE ACCESS PROCEDURES:

a. In order to ensure base access, please email the following to both POCs (alyssa.garred@us.af.mil and sadia.raheem.bf@us.af.mil) no later than 1200 CDT on 09 June 2026. For all individuals attending, the following must be included in the email:
   i. Full Name (include middle initial, name must be entered as it appears on visitor's Real ID)
   ii. Date of Birth
   iii. Driver's License Number and State of Issue
   iv. Last four (4) digits of Social Security Number
b. Please go to the Hurlburt Field Visitor Control Center (VCC) with your Real ID to receive a Visitor's Access Pass prior to the site visit. Plan accordingly, the site visit will begin at 1000 CDT. It can take up to an hour for the VCC to process your Visitor's Pass.

Once the Visitor's Pass is approved, proceed to the site visit location at 624 Red Horse Road, building 90538, Hurlburt Field, FL

c. Disclaimer: Any names submitted after 09 June 2026 at 1200 CDT will not receive sponsorship onto Hurlburt Field AFB for the subject site visit.

Notice: Any vehicle that you operate may be subject to random inspection by 1 SOSFS law enforcement personnel. Any refusal to a vehicle inspection will result in immediate denial to Hurlburt Field and could result in permanent debarment from all DoD installations. All visitors must proceed directly to/from the site visit event.

GARRED.ALYSSA.R.1459876487
Digitally signed by GARRED.ALYSSA.R.1459876487
Date: 2026.06.02 12:55:04 -05'00'

ALYSSA R. GENTRY, GS-12, DAF
Contracting Officer, Services

Attachment 3