5 MXG/HC GREAT WOLF LODGE RETREAT

Performance Work Statement

Dated: 28 July 2026

Date Range: 18-21 September 2026

1. **Description of Services**. The Contractor shall provide activities and specified meals to conduct a blended Single Airmen & Family Retreat as further identified in the Performance Work Statement.

   This event shall be facilitated by a Chaplain and Religious Affairs Airman of the Minot AFB True North program. The Chaplain Corps is a religiously distinct component of the military and provides for the free exercise of religion in a pluralistic environment. Therefore, the contractor shall work in an ecumenical environment sensitive to all participating in the events and abide by all Department of Defense and Federal laws, rules, and guidelines.

   The contractor shall be willing to facilitate weekend events for all eligible military personnel. The contractor shall ensure that no coercion to conform a participant to a particular religious denomination or faith group shallbe manifested directly or indirectly. Proper respect for all religious faith groups shall be maintained.

1.1 **Single Airmen & Family Retreat Requirements.** The Government requires twenty (20) sleeping rooms with a minimum of two (2) Queen size beds each, and one (1) meeting space for up to fifty-six (56) participants at Great Wolf Lodge Water Park, 1700 American Blvd E, Bloomington, MN 55425 for four (4) days & three (3) nights on a Thursday-Monday time frame between either 18-21 September 2026 or 24-27 September 2026. The desired date range is requested due to having the lowest impact on military operations and readiness.

The Government requires five (5) meal vouchers per person that can be utilized for breakfast, lunch, and/or dinner during the duration of the stay at the Great Wolf Lodge Water Park totaling no more than $100 per person. 5 MXG/HC is sponsoring a Resiliency Retreat for an estimated fifty-six (56) Airmen and dependents who work within the 5 MXG and will open positions for Airmen across the base if all seats are not filled.

Included in these participants, a Chaplain and Religious Affairs Airman will accompany to provide mentoring and resiliency training in accordance with the objective of this event. The objective of the trip is to advocate strong family structure, camaraderie, and team building. The hotel will provide all requirements in order to accommodate the estimated fifty-six (56) Airmen and family members in attendance.

1.1.1. **Activities.** The Government will require a two-day pass for the Water Park located within Great Wolf Lodge Water Park.

1.1.2. **Meals/Beverages.** The Government requires five (5) meal vouchers (equivalent to $100 total) per person for the scope of this event. Meal Vouchers provided should be sufficient enough to cover the cost of meals below to ensure all dietary restrictions and food allergies are complied with:

- Evening Dinner: (Full buffet-style dinner with at least two kinds of meat, one starch, one vegetable, salad with assorted dressings, dessert, and full beverage service, served in the hotel general session meeting room)

- Lunch: (Full buffet-style lunch with at least two kinds of meat, one starch, one vegetable, salad with assorted dressings, dessert, and full beverage service, served in the hotel general session meeting room)

- Breakfast: (Full breakfast buffet with breakfast meats, eggs, cereal, juice, coffee, tea, & additional "to go" items like muffins, Nutri-Grain bars, etc. served in the hotel general session meeting room)

Food and beverage pricing must include delivery and/or service charges, labor fees, union labor fees and any other applicable fees.

1.1.3. **Meeting Space/General Session Room.** The lodging facilities shall include one (1) general session room to accommodate up to fifty-six (56) personnel set in rounds of 4-8 people per table. Meeting space shall include onsite audio/visual support, a projector with computer connection capabilities, and one (1) Podium/Standing Lectern. The General Session Room, with audio visual equipment, shall be available on the second and third days of the scheduled retreat from 0800 - 1030. A floor plan of the meeting facilities offered is required to include meeting room dimensions. Coffee and water shall be provided during sessions.

1.1.4. **Transportation.** The contractor shall provide a Chartered Bus Service to provide a shuttle service for up to fifty-six (56) passengers, in accordance with the schedule below (all times are local Central Standard Time):

*Note: times/locations subject to change

Day 1 - 0730 - From Minot AFB to Great Wolf Lodge, MN. Lunch stop at West Acres Mall Fargo, ND.

Day 1 - 1900 - From Great Wolf Lodge to Mall of America (MOA).

Day 1 - 2100 - From MOA to Great Wolf Lodge.

Day 2 - 1200 – From Great Wolf Lodge to MOA.

Day 2 - 2100 - From MOA to Great Wolf Lodge.

Day 3 - 1200 – From Great Wolf Lodge to MOA.

Day 3 - 2100 – From MOA to Great Wolf Lodge.

Day 4 - 0800 – From Great Wolf Lodge, MN to Minot AFB, ND. Lunch stop at West Acres Mall, Fargo, ND.

1.2. **Alternate Dates**. The Government may have to reschedule events due to unforeseen circumstances.The Government reserves the right to reschedule an event at no additional cost, if at least a five (5) day notice is provided to the contractor in writing. The contractor shall propose dates for the rescheduled event(s).

1.3. **Cancellation.** In the event of total cancellation, the government will provide fair and reasonable consideration to the contractor as deemed appropriate by the specific circumstance. In the event of postponement, the contractor shall work with the Government in good faith to reschedule the event.

1.4. **Contractor Personnel**. The contractor shall provide a contract manager who shall be responsible for the performance of the work. The name of this person and an alternate or alternates, who shall act for

the contractor when the manager is absent, shall be designated in writing to the contracting officer prior to thecontract start date. The contract manager or alternate(s) shall have full authority to act for the contractor on all contract matters relating to daily operation of this contract. The contract manager and alternate(s) must be able to read, write, speak, and understand the English language.