11 Aug 2026

MEMORANDUM FOR RECORD

FROM: USPFO IL P&C

SUBJECT: Minutes of Pre-Quote Conference and Site Visit, Solicitation W91SMC26QA016 and A017, CES UPS Expansion Upgrade and Base Signage Upgrade, 183d Wing, Springfield, Illinois.

Date: 11 August 2026 – Time 13:00-14:00 hours.

1. The list of contractors attending the meeting is shown on the attached sign-in sheet. The following Government representatives attended the meeting:

Name	**Title**
Mr. Gawain Piper	Contracting Officer – P&C Office
Mr. Lawrence Romang	Contracting Officer – P&C Office
Capt Nicholas Hotze	Base Civil Engineer

2. The following items were discussed during the Pre-Quote Conference:

a. The Contract period is 120 calendar days for UPS Expansion Upgrade and 59 days for Base Signage Upgrade. This includes all work to include cleanup and punch list items. Following receipt and approval of any required documents we will hold a pre-construction conference and issue the Notice to Proceed (NTP).

b. Contractors should expect delays in gaining access to the base for security reasons. Every contractor that needs to gain entry to the installation will have their vehicles searched by Security Forces at the Main Gate. Persons who have submitted an SF 1705 for this site visit should not have to resubmit the SF 1705 for the Request for Quote closing date.

c. Interested offerors/bidders must be registered in System for Award Management (SAM). To register, go to: https://sam.gov/. You will need your Unique Entity ID number to register.

3. A Power Point slide presentation on the project specifics and basis for award was presented to all attendees (Attached).

4. The Power Point presentation was followed by a tour of the subject job sites.

5. Questions must be submitted in writing via email, especially technical questions to: To the contacts listed in the respective solicitation. DO NOT CONTACT Government Engineers. All questions must be routed through the Contracting Office. All Contractor questions when answered will be posted to SAM.gov as an additional attachment. If a question arises that will result in a change to the plans or specifications, an official amendment will be issued. All correspondence, questions and answers, amendments, etc. will be issued/posted at https://sam.gov/.

6. Any amendments that are issued will be posted to the website. Contractors were advised to check the website frequently.

7. The pre-quote conference and site visit concluded at 14:00 hours (2:00PM CDT).

ROMANG.LAWRENCE.JOSEPH.1396414828

Digitally signed by ROMANG.LAWRENCE.JOSEPH.1396414828
Date: 2026.08.12 13:07:41 -05'00'

Contracting Officer

2 Attachments
1. Sign-In Sheet, 11 Aug 26
2. Power Point Slides, 11 Aug 26