DEPARTMENT OF THE AIR FORCE
HEADQUARTERS AIR COMBAT COMMAND
ACQUISITION MANAGEMENT AND INTEGRATION CENTER, DET 2
JOINT BASE SAN ANTONIO - LACKLAND TEXAS

5 August 2026

MEMORANDUM FOR RECORD

FROM: AMIC Det 2/PKS
102 HALL BLVD, STE 252
SAN ANTONIO, TX 78243

SUBJECT: REQUEST FOR QUOTE -16 AF MARRIAGE & FAMILY RETREAT 2026 - RESORT

1. The Government is contemplating issuing a single, Firm Fixed Price Contract resulting from this solicitation. Request Instructure provide a quote based upon the attached Solicitation. The Government has no obligation to reimburse an offeror for any costs associated with this RFQ request.

2. The period of performance for this effort is a single weekend retreat from **11 September 2026 through 13 September 2026**. While there is no mandated CLIN structure for this requirement, offerors must ensure their price proposals directly align with the tasks and deliverables outlined in the attached Statement of Work (SOW).

3. All quote submissions must be submitted via email to both Nancy Moreno at nancy.moreno@us.af.mil and Sabrina Miller at sabrina.miller.4@us.af.mil **NLT 12 August 2026 by 1600 CST**.

4. If you have any questions, please contact the undersigned via email at nancy.moreno@us.af.mil or Sabrina Miller at sabrina.miller.4@us.af.mil.

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Date: 2026.08.05 11:29:16 -05'00'

NANCY MORENO, NH-03 USAF
CONTRACTING OFFICER

2 Attachments:
1. Solicitation - FA703726Q0005
2. Marriage & Family Retreat Resort 2026 Statement of Work, dated 20 May 2026