

## SITE VISIT INFORMATION

a. Site Visit for solicitation FA670323R0001, Base Operations Support (BOS) Services, scheduled for 8:00 am EST on Tuesday, 18 April 2023 at Bldg. 813, Verhulst Hall. The number of attendees is limited to a maximum of two (2) members per Contractor.

(1) Only one (1) Site Visit will be conducted.

(2) We will meet at Verhulst Hall, Bldg. 813. The Government will conduct a briefing to discuss changes made to the solicitation. Immediately after, participants will be bused to various locations on the base.

(3) All questions shall be submitted in writing. Any answers provided during the site visit are ***NOT*** the official response. All official responses will be submitted via an amendment to the solicitation and posted on <https://www.sam.gov>.

b. In order to attend the site visit, interested parties ***MUST*** submit an Entry Access Request Form (see second page, *Entry Access Request Form*) to the Contracting Office no later than 3:00pm EST on Friday, 7 April 2023.

(1) Ensure the Entry Access Request Form includes the full name, citizenship, date of birth, driver's license number and driver's license State of Issue.

(2) All interested parties must receive confirmation prior to participating in the site visit. Any individual who does not receive confirmation and appear may not be able to participate in the site visit.

(3) Submit requests to both Dennis Parmer at [dennis.parmer.1@us.af.mil](mailto:dennis.parmer.1@us.af.mil) and Patrina Sheffield at [patrina.sheffield@us.af.mil](mailto:patrina.sheffield@us.af.mil)

**NOTE:** Do not send copies of driver's license or any other copies of identification.

c. All vehicles are subject to search and participants should have on their person a valid driver's license, vehicle registration, and current proof of insurance or rental car agreement.

(1) Offerors should allow sufficient time for gate entry.

(2) Background checks may be conducted. **NOTE:** If you have a felony conviction within the last 10-years or received a Pardon for your conviction, you will not be allowed access to the base.

d. Any questions generated from the site visit or solicitation package must be submitted in writing to Dennis Parmer at [dennis.parmer.1@us.af.mil](mailto:dennis.parmer.1@us.af.mil) and Patrina Sheffield at [patrina.sheffield@us.af.mil](mailto:patrina.sheffield@us.af.mil) not later than 2:00 pm EST on Tuesday, 25 April 2023. The Contracting Officer will provide clarification(s) through amendment(s) to the solicitation following receipt of any questions. Any questions received after Tuesday, 25 April 2023 may or may not be answered. Submission of questions prior to the site visit are also encouraged.

**NOTE:** Some questions were received prior to the site visit and may be seen in Attachment 28, Questions and Answers Worksheet. This attachment is a continuous document and will be updated with any additional questions and answers. Any changes to previous responses will be identified in red. As the document is updated, the name will include a version number and a date (e.g. Attachment 28 Questions and Answers v1, 20170821)

**ENTRY ACCESS REQUEST FORM**

FA670323R0001  
Attachment 26  
29 March 2023

LAST NAME, FIRST NAME, MI	CITIZENSHIP	DATE OF BIRTH	DRIVER'S LICENSE NUMBER	DRIVER'S LICENSE STATE OF ISSUE
Ex. Mouse, Mickey M.	US	13-Mar-40	1122334456	FL

**NOTE:** Non-US citizens require 15 calendar days for proper vetting prior to entry.

**SITE VISIT AREAS OF INTEREST REQUEST**

Interested vendors may request any specific areas of interest to view during the Site Visit to aid you in your proposals. If those areas are not on the agenda, we will incorporate as time permits.