



DEPARTMENT OF THE AIR FORCE  
1<sup>ST</sup> SPECIAL OPERATIONS WING (AFSOC)  
HURLBURT FIELD, FLORIDA

NWF Multiple Award Construction Contract (MACC) Task Order  
Proposal Request (TOPR)  
FA441726R0015

MEMORANDUM FOR: ALL MACC CONTRACT HOLDERS

FROM: 1<sup>st</sup> Special Operations Contracting Squadron/PKB  
350 Tully Street  
Hurlburt Field, FL 32544

SUBJECT: **TOPR FA441726R0015 – Amendment 0004** – Replace Roof B90232, Hurlburt Field, FL. OP#1133200

1. Subject project calls for the Offeror to furnish all labor, materials, tools, supervision, and equipment and perform all operations necessary to accomplish all work complete in place, as shown on the Specifications and Drawings attached.
2. Contract Clauses: All clauses that are contained in the original IDIQ contract apply to this Task Order and any additional clauses will be identified in this letter.
3. Technical Questions/ Proposal Due Date: Technical questions must be submitted no later than **11 May 2026, @12:00pm Central Time. All offers must be submitted no later than 29 May 2026 @ 1:00pm, Central Time.** Questions shall be e-mailed to both of the following point of contacts (POC):

Mr. Richard Beaty	<a href="mailto:richard.beaty.3@us.af.mil">richard.beaty.3@us.af.mil</a>
SSgt Miles Miyagishima	<a href="mailto:miles.miyagishima@us.af.mil">miles.miyagishima@us.af.mil</a>

4. Offer Acceptance Period: All offers submitted must be valid a minimum of 90 calendar days from the submission due date.
5. Availability of Funds: **Funds ARE presently available** for this effort. The Government reserves the right to cancel this solicitation, either before or after the closing date. In the event the Government cancels this solicitation, the Government has no obligation to reimburse an Offeror for any costs.
6. Site Visit: A site visit will be conducted on **17 Apr 2026 @ 8:00am**, Central Time. Offerors are urged and expected to inspect the site where the work will be performed. Base Access and Site Visit: Hurlburt Field is not an open base and Offerors will require a Common Access Card (CAC) or Base Pass to enter. Offerors shall request base access NLT 72 HOURS PRIOR TO THE SITE VISIT by sending an email request to the Contracting Officer and/or Contract Specialist identifying the company name and list of individuals who will attend. Please email personnel as stated in paragraph 3 (above):



reminded that the Government reserves the right to award this effort based on the initial proposal, as received, without discussion. This reservation includes matters of additional or substitute pages of the initial proposal.

The Contracting Officer (CO) has determined there is a high probability of adequate price competition in this acquisition. Upon examination of the initial offers, the CO will review this determination and if, in the CO's opinion, adequate price competition exists, certification under FAR 15.406-2 will not be required. However, if at any time during this competition the CO determines that adequate price competition does not exist, Offerors may be required to submit information to the extent necessary for the CO to determine the reasonableness of the Cost/Price. Additionally, although adequate price competition is expected, if only one offer is received in response to this solicitation the responding Offeror will be required to provide certified cost or pricing data in accordance with Table 15-2, at FAR 15.408 and DFARs Clause 252.215-7009.

The electronic copies of the proposal shall be submitted in a format readable by portable document format (PDF), Microsoft (MS) Office Word 97-2003, 2010, or 2016, MS Office Excel 97-2003, 2010, or 2016, and MS Office Power Point 97-2003, 2010, or 2016, as applicable. **The 50 division excel worksheet MUST be submitted in an editable format (excel), a pdf version may accompany the excel file as an addition, if desired.** Do not embed files into the proposal documents. Embedded files will not be evaluated.

Title of the documents should state the corresponding proposal volume/title and include the Offeror's CAGE code (i.e. "Vol 1 Technical Proposal and Offeror CAGE#XXXXX). \*Note – "XXXXX" refers to the Offeror's CAGE Code

Proposals will be evaluated using Lowest Price Technically Acceptable (LPTA). The following instruction to offeror and evaluation factors will be used in awarding subject Task Order:

## 11. INSTRUCTIONS TO OFFERORS

11.1 Offeror Proposal Submission: This requirement will be procured IAW FAR 16.505, the fair opportunity principles at FAR 16.505(b), DFARS 216.505. and FAR 36, Construction.

11.2. The Government will award no more than one (1) contract with effective dates as of the date of award.

11.3. Prospective offerors SHALL submit their proposal with all required documents, by one of the following methods.

a) Hand-deliver. Attn: Mr. Richard Beaty and SSgt Miyagishima at 350 Tully Street, Bldg 90339, Hurlburt Field FL 32544.

Label and Naming Conventions: Please label all proposal packages as follows:

**[Company Name] [DUNS/CAGE Codes] [TOPR /Project Description].**

b) Mail. **DO NOT use USPS mail service.** Mail ONLY using UPS or FedEx. Proposals submitted by mail must be mailed to the following address:

1st Special Operations Contracting Squadron/PKB  
Attn: Mr. Richard Beaty  
350 Tully Street, Bldg. 90339  
Hurlburt Field, FL 32544

Label and Naming Conventions: Please label all proposal packages as follows:

**[Company Name] [DUNS/CAGE Codes] [TOPR/ Project Description].**

- c) PIIIE Submission. Offerors may deliver proposal through the Solicitation Module in Procurement Integrated Environment (PIIE). Offerors are responsible for ensuring PIIIE registration and any training needed is completed prior to anticipated solicitation closing date. See links below:

Vendor Registration:

[https://www.acq.osd.mil/asda/dpc/ce/cap/docs/piee/PIIE\\_Solicitation\\_Module\\_Vendor\\_Access\\_Instructions.pdf](https://www.acq.osd.mil/asda/dpc/ce/cap/docs/piee/PIIE_Solicitation_Module_Vendor_Access_Instructions.pdf)

Solicitation Module Training: <https://pieetraining.eb.mil/wbt/xhtml/wbt/sol/index.xhtml>

11.4. Offerors shall ensure they provide enough time for proposals to be hand carried, mail-delivered, or PIIIE accepted, to the 1st Special Operations Contracting Squadron prior to the close of the invitation for proposals. Please allow enough processing, shipping, and handling time for the package to arrive as early as possible. For offerors intending to hand-deliver proposal packages: Please arrive early enough to gain access to base and submit your proposal package. A company representative who is denied access to the base for any reason (i.e., failed back-ground check) will not be allowed on base and must ensure their proposal is submitted to our office within the timeframe of proposal closing.

## **12. Offeror Submission Schedule:**

**12.1. The Proposal Due date: Refer to Paragraph 3 above for required submission date.)**

12.2. Discrepancies and Ambiguities: If an offeror believes the requirements in these instructions contain an error, omission, ambiguities, or are otherwise unsound, the offeror shall immediately notify the contract specialist in writing with supporting rationale no later than seven (7) calendar days after the TOPR release.

12.3. Post-Award/Pre-Performance Conference: A post-award/pre-performance conference will be scheduled by the Contracting Officer (CO) and held prior to the commencement of any work at that installation under the awarded contract. The offeror or their duly authorized representative is required to attend the post-award /preperformance conference.

## **13. Evaluation Factors for Award**

13.1. Basis for contract award. Proposals will be evaluated using Lowest Price Technically Acceptable (LPTA). The following evaluation factors will be used in awarding subject Task Order:

13.2. Offers must submit a proposal package that includes all the following to be considered responsive to this TOPR.

a) Completed Schedule, AF Form 3064, Contract Progress Schedule (Attachment 5), or similar (e.g., Gantt Chart) that provides a clear understanding of the contractor's ability to identify all required activities of the specific project and offeror's ability to schedule the activities in a logical sequence and within the time required in this TOPR. At a minimum, the Schedule shall include:

1. Identification of separate work elements
2. Order of work elements to include project phasing
3. Number of days for each work element
4. Identification of work elements in the critical path
5. Identification of long lead materials.

b) Project Summary Narrative. Each contractor shall include a detailed narrative supporting elements detailed in the project schedule. Narrative should not exceed two (2) pages and provide a summary of means/methods to be used to accomplish work associated with this project. Narrative shall also include a brief statement that explains the status of long-lead materials. If there are no long-lead materials, the proposal MUST explicitly state this.

c) Cost/Price. Complete/Fill in the CLIN data for Unit Cost, Total Cost and Anticipated Period of Performance (POP) at Paragraph 14 on this TOPR.

d) Complete and provide cost breakdown using 50 Division Cost Worksheet located at Attachment 6. Contractors should avoid using "bulk" or "lump-sum" pricing details.

ii. Cost Information: Data beyond that required by this instruction shall not be submitted unless the Offeror considers it essential to document or support their cost/price position. All data relating to the proposed cost, including all required supporting documentation, must be included in the section of the proposal designated as Cost/Price.

ii. Rounding: All calculated monetary amounts provided shall be rounded to the nearest cent.

iv. Incurred Expenses: The Government is not responsible for any costs incurred or associated with preparation and submission of a proposal in response to this TOPR. NO OFFEROR WILL BE COMPENSATED FOR SUBMITTING A PROPOSAL.

e) Signed, acknowledgement of the TOPR by Contractor Representative.

13.3. Contractor' eligibility will be determined based on a review of their company (CAGE) in SAM to determine if they are registered as "Active" and eligible (not barred).

13.4. If determined responsive and eligible, the lowest priced offer, based on the total contract price, will be reviewed for technical acceptability. If the offer is not technically acceptable, the next lowest priced offeror will be evaluated for technical acceptability, and this process will continue until an acceptable offer is determined for award. Do not lock down/encrypt/embed any documents, they will be rejected.

**14. Task Order Specific Information:**

14.1. The Anticipated CLIN Structure is as follows: **Contractor is required to fill in Unit Price, Total Amount, and Anticipated PoP.**

CLIN	Description	Qty	Unit of Issue	Unit Price	Total Amount
0001	Replace Roof B90232	1	Job		

a. Wage Determination (Attachment 4): The applicable wage rate for this project is Wage Determination FL 20260217, dated 2 Jan 2026, 5 pages.

b. Bonding: No Bid Bond is required for this effort. Once awarded, Payment and Performance bonds will be required for the full amount of the contract and increased on future modifications (if applicable).

c. Period of Performance: In accordance with FAR 52.211-10, Commencement, Prosecution, and Completion of Work (Apr 1984)-The Contractor shall be required to (a) commence work under this contract within 10 calendar days after the date the Contractor receives the notice to proceed, (b) prosecute the work diligently, and (c) complete the entire work ready for use **not later than 176 calendar days**. The time stated for completion shall include final cleanup of the premises. All grounds to include laydown yards or staging areas must be returned to like or better condition.

d. FAR 52.211-12, Liquidated Damages – Construction (Sep 2000) (a) If the Contractor Fails to complete the work within the time specified in the contract, the Contractor shall pay liquidated damages to the Government in the amount of **\$220.80** for each calendar day of delay until the work is completed or accepted.

e. DFARS 252.232-7006, Wide Area Workflow Payment Instructions (Jan 2023)

Routing Data Table\*

Pay Official DoDAAC	F87700
Issue By DoDAAC	FA4417
Admin DoDAAC	FA4417
Inspect By DoDAAC	F2F323
Service Acceptor DoDAAC	F2F332

14.2. The Contractor may obtain clarification regarding invoicing in WAWF from the following

contracting activity's WAWF point of contact.

Mr. Richard Beaty	<a href="mailto:richard.beaty.3@us.af.mil">richard.beaty.3@us.af.mil</a>
SSgt Miles Miyagishima	<a href="mailto:miles.miyagishima@us.af.mil">miles.miyagishima@us.af.mil</a>

## 15. Contract Clauses:

**a. 52.233-2 Service of Protest. Sep 2006** As prescribed in 33.106 (a) Protests, as defined in section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the Government Accountability Office (GAO), shall be served on the Contracting Officer by obtaining written and dated acknowledgment of receipt from Richard Beaty, 1 SOCONS/PKB, [richard.beaty.3@us.af.mil](mailto:richard.beaty.3@us.af.mil), 350 Tully St. (b) The copy of any protest shall be received in the office designated above within one day of filing a protest with the GAO.

**b. 52.236-27 Alternate I Site Visit (Construction (Feb1995))** (a) The clauses at 52.236-2, Differing Site Conditions, and 52.236-3, Site Investigations and Conditions Affecting the Work, will be included in any contract awarded because of this TOPR. Accordingly, offerors or quoters are urged and expected to inspect the site where the work will be performed. (b) An organized site visit has been scheduled. Refer to paragraph 6 above.

## 16. Section H - Special Contract Requirements

**a. VALID ID:** all personnel requesting access to Hurlburt Field must possess a valid State or Government picture identification card. Furthermore, individuals presenting identification cards from a state that is non-compliant with the REAL ID Act will require additional documentation to gain base access. Additional documentation includes a valid U.S. or foreign government issued passport, an employment authorization document that contains a photograph, or identification cards issued by federal state or local government agencies that include a photo and biographic information. A full list of REAL ID Act compliant and non-complaint states can be found at <https://www.dhs.gov/real-id>. Personnel requesting vehicle access to Hurlburt Field must provide a valid driver's license, current vehicle registration, and valid vehicle insurance.

**b. REQUIRED INSURANCE (IAW FAR 28.306(b))** Reference FAR clause entitled "Insurance..." the Contractor shall, at its own expense, procure and thereafter maintain the following kinds of insurance with respect to performance under the contract. The Contractor will have the option to complete a form entitled "Notification of Compliance with Contract Insurance Requirements" that will be provided by the Government at time of award, or to submit an insurance certificate before any work commences on the installation. a. Workman's Compensation and Employers Liability Insurance as required by law except that if this contract is to be performed in a state which does not require or permit private insurance, then compliance with the statutory or administrative requirements in any such state will be satisfactory. The required Workmen's compensation insurance shall extend to cover employer's liability for accidental bodily injury or death and for occupational diseases with a minimum liability limit of \$100,000.00. b. General Liability Insurance. Bodily injury liability insurance, in the minimum limits of \$500,000.00 per occurrence shall be required on the comprehensive form of policy. c. Automobile Liability Insurance. This insurance shall be required on the comprehensive form of policy and shall provide

bodily injury liability and property damage liability covering the operation of all automobiles used in connection with the performance of the contract. At least the minimum limits of \$200,000.00 per person and \$500,000.00 per occurrence for bodily injury and \$20,000 per occurrence for property damage shall be required.

**c. CONTRACTOR ACCESS TO AIR FORCE INSTALLATIONS (IAW AFFARS 5352.242-9000)** a. The contractor shall obtain base identification and vehicle passes, if required, for all contractor personnel who make frequent visits to or perform work on the Air Force installation(s) cited in the contract. Contractor personnel are required to wear or prominently display installation identification badges or contractor-furnished, contractor identification badges while visiting or performing work on the installation. b. Contractors will be required to complete a Contractor Employee Listing (to be provided at the preperformance conference) for employees to gain access to the installation: (i) The Contractor Employee List. This form must list every employee requiring access. Every time employees change; it must be updated to reflect additions and/or deletions. Identify those individuals you wish to have escort authority by including the word "escort" or "E" next to their names. Limit the number of individuals designated as escorts to a reasonable number (i.e., one or two). For work locations, please use building numbers or areas (i.e., Bldg. 90618 or Red Horse, AMMO Area, etc.). Once completed, send the list to the Contracting Office representative in EXCEL format using secure means such as hand carry, mail, or DoD SAFE (Secure Access File Exchange) referenced below. The Contracting Officer will then prepare and attach a cover letter and forward the Employee List to the Visitor Control Center. c. During performance of the contract, the contractor shall be responsible for obtaining required identification for newly assigned personnel and for prompt return of credentials and vehicle passes for any employee who no longer requires access to the work site. d. When work under this contract requires unescorted entry to controlled or restricted areas, the contractor shall comply with AFI 31-101, Volume 1, The Air Force Installation Security Program, and AFI 31-501, Personnel Security Program Management, citing the appropriate paragraphs as applicable. e. Upon completion or termination of the contract or expiration of the identification passes, the prime contractor shall ensure that all base identification passes issued to employees and subcontractor employees are returned to the issuing office. f. Failure to comply with these requirements may result in withholding of final payment.

**d. PREPARATION OF MATERIAL APPROVAL SUBMITTALS:** Submittals contemplated by the clause herein entitled "Material and Workmanship" shall be accomplished on and in accordance with instructions pertaining to AF Form 3000 (Material Approval Submittal). Contractors should be prepared for Government processing time of a minimum of fifteen (15) days for review and approval of submittals. This timeframe may take longer depending on complexity or submittal disapproval.

**e. PREPARATION OF SCHEDULE FOR CONSTRUCTION CONTRACTS:** The reports contemplated by clause entitled "Schedule for Construction Contracts" shall be accomplished on and in accordance with instructions pertaining to AF Form 3064 (Contract Progress Schedule) and AF Form 3065 (Contract Progress Report). Contractors shall submit a completed AF Form 3065 to the Contracting Office for review and approval in accordance with the contract specifications.

**f. PROTECTION FOR PERSONALLY IDENTIFIABLE INFORMATION (PII)**

**ON ELECTRONIC MEDIA:** 1. Protecting sensitive PII is everyone's responsibility. Sensitive PII is defined as personal information, which if lost, compromised, or disclosed without authorization, could result in substantial harm, embarrassment, inconvenience, or unfairness to an individual. a. Some information, standing alone, is sensitive PII, such as: social security number in any form (including the 'last four'), alien registration number, biometric information, and financial account numbers. b. Some information is sensitive PII when grouped with the person's name or other unique identifiers (like an address or phone number), such as: driver's license number, medical information, citizenship or immigration status, passport number, full date of birth, and authentication information, such as mother's maiden name, place of birth, or phone passwords. 2. Contractors shall: a. Encrypt all e-mails containing sensitive PII sent to or from an unclassified e-mail account; b. When encrypted e-mail is not feasible, but electronic transmission of sensitive PII is operationally required, will use a DoD-approved file exchange, such as the DoD Safe Access File Exchange, which can be found at <https://safe.apps.mil>, c. Not send sensitive PII to any person who does not have an official need for such information, and d. Not post or place sensitive PII on social media, share drives, SharePoint sites, or other similar collaborative environments, unless required for daily operation and the drive or site is password-protected or has other similar robust access controls which limit access only to persons who have an official need for such information. 3. These rules apply to any contractor doing business with Hurlburt Field. 4. Failure to comply with these rules may result in termination and/or debarment.

**g. HURRICANE SEASON:** Normally, the period from 1 June through 30 November is the premier season for Hurricanes, Tropical Storms, and Tropical Depressions for Hurlburt Field, FL and surrounding areas. In the event of a hurricane and at the direction of the Contracting Officer, the Contractor shall be responsible for: a) Securing all equipment, materials and cleaning up the work area; b) Continuing normal operations until directed otherwise by the Contracting Officer; c) Evacuating the base as directed by the Contracting Officer; d) Provide a POC to the Contracting Officer to recall the contractor after the danger is over; e) Be prepared to resume normal operations when notified by the Contracting Officer. The work site should be free of objects capable of becoming airborne and causing a hazard. For construction contracts, per FAR clauses 52.236-9 and 52.236-12, you are required to maintain your work area free of debris and in a safe and secure condition at the completion of each workday with particular care during the hurricane season.

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17. For any questions or information regarding this TOPR feel free to contact Mr. Richard Beaty at [richard.beaty.3@us.af.mil](mailto:richard.beaty.3@us.af.mil) and SSgt Miles Miyagishima at [miles.miyagishima@us.af.mil](mailto:miles.miyagishima@us.af.mil).

RICHARD T. BEATY  
Contracting Officer

**List of Attachments:**

- 1 – Statement of Work, dated 12 May 2026, 7 pages
- 2 – (a) As-Built Drawings 90232, 22 pages

- 3 – Working Time Analysis, not dated, 1 page.
- 4 – Wage Determination FL20260217, dated 2 Jan 2026, 5 pages
- 5 – AF Form 3064, Contract Progress Schedule (fillable), not dated, 1 Tab
- 6 – 50 Division Cost Worksheet, not dated, 51 tabs
- 7 – Hurlburt\_AFB\_IFS\_Pre-Final – Roofing Requirements. Not dated, 7 pages
- 8 – RFI – Answers
- 9 – 1996 As Built Drawings 22 Pages (Zip file).

**ACKNOWLEDGEMENT BY CONTRACTOR (must be provided as part of the requirement package)**

I hereby acknowledge receipt and understanding of proposal instructions and terms and conditions for TOPR FA441726R0015, Replace Roof B90232, OP#1133200, Hurlburt Field, FL

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CONTRACTOR’S REPRESENTATIVE SIGNATURE

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DATE