



EXCHANGE

ARMY & AIR FORCE EXCHANGE SERVICE
SD-Z (Monica Jones)
3911 S. Walton Walker Blvd
Dallas, TX 75236

SD-Z

31 January 2013

SOLICITATION NO.: AAFES-RE-91-134-12-135

TITLE: Security Guard Services

LOCATION: Army & Air Force Exchange Service (Exchange), Dallas, Texas

ALL PROSPECTIVE OFFERORS:

The attached solicitation for Security Guard Services is issued by the Army and Air Force Exchange Service (Exchange), an instrumentality of the U.S. Government.

Proposals must be submitted in accordance with the instructions for proposal preparation and submission in the Solicitation/Proposal/Award (AAFES Form 4450-002) and the solicitation Schedule. Please submit your proposal in an enclosed envelope (large envelopes require additional postage), to arrive no later than **2:00 P.M., CST, on or before 01 March 2013**. Proposals may also be sent by UPS, FedEx (or other carrier), **OR** by regular USPS mail.

Army & Air Force Exchange Service
ATTN: SD-Z, Jessica Coleman
3911 S. Walton Walker Blvd.
Dallas, TX 75236

If you choose to hand carry your proposal or use the controlled dispatch services of a nationally recognized U.S. Courier, you should bring or send it to the "Issuing Office" address shown on the top left of the Solicitation/Proposal/Award (AAFES Form 4450-002).

If you do not intend to submit a proposal but wish to remain on the Exchange Source List, please notify me via email at the email address below. You do not need to return the solicitation package.

There will be an optional site visit on **06 February 2013** to view the Exchange Headquarters and Stoneridge site and an optional site visit on **05 February 2013** to view the Exchange Waco DC site. These visits are so any prospective offeror may view the sites that will be secured under this contract. Send an email confirmation no later than **04 February 2013** if you plan to attend this visit.

You are encouraged to carefully review the entire package. If you have questions after reviewing the solicitation package, submit your questions in writing (Email) to **Monica Jones and Jessica Coleman**; email address: jonesmon@aafes.com and colemanjc2@aafes.com. All questions and references (Exhibit J) must be received **no later than 08 February 2013 at 2:00 P.M CST**. Questions will be answered and shared with all of the offerors.

Sincerely,

JOHNNY HENSON
Associate Director, SD-Z
Procurement Support & Policy Directorate