

REQUEST FOR INFORMATION (RFI) / SOURCES SOUGHT NOTIFICATION (SSN)

FEDERAL EMERGENCY MANAGEMENT AGENCY

LOGISTICS MANAGEMENT DIRECTORATE

PORTABLE TOILETS, SHOWERS & WASH STATIONS

1. Disclaimer

This is a Sources Sought Notice. The purpose of this notice is to obtain information regarding the 1) availability and capability of qualified sources and 2) availability of capable firms to provide the contemplated requirement listed below. The information provided herein is for informational purposes only. **THIS NOTICE IS NOT A REQUEST FOR PROPOSAL.** This notice is issued for information and planning purposes only and does not itself constitute a Request for Proposal (RFP). The Government does not intend to award a contract based only on responses to this Sources Sought Notice.

Responses to the notice will not be returned. Responders are solely responsible for all expenses associated with responding to this notice. FEMA will not pay for information received in response to this notice. There is no commitment by the Government to issue an RFP, make an award or awards, or to be responsible for any monies expended by industry responses to this notice. The Government does not request any proprietary information be submitted, nor shall it be liable for any consequential damages for proprietary information. Any information submitted for this notice (e.g. capability statement) is subject to disclosure under the Freedom of Information Act, 5 USC 552 (a). All information received in response to this notice marked "Proprietary" will be protected and handled accordingly. Interested parties are responsible for adequately marking proprietary or competition sensitive information contained in their response.

2. Background

In the event of disasters, FEMA may require rental of portable toilets, showers, and/or wash stations to be dispatched to various contiguous States (CONUS) and outside continental U.S. (OCONUS) locations. OCONUS locations are Alaska, Hawaii, and the U.S. territories.

3. Objectives

For Market Research - FEMA is seeking information regarding vendor capabilities in providing portable facilities, to include toilets, showers, and handwash stations during a FEMA disaster response to all U.S. state, local, tribal and territorial government locations (CONUS and OCONUS) The service will include cleaning, maintenance, restocking of hygiene/paper products, and periodic pumping and removal of gray water.

- Vendors must be able to deliver to designated disaster locations within the appointed time period, typically 24 hours after award, to any location within the United States including Alaska and Hawaii to the US Territories.
- Must have accommodations for persons with disabilities, in compliance with Americans with Disabilities Act (ADA) Accessibility Guidelines.

- Must be able to provide services for an extended period of time.
- Vendors must be capable of tracking and transporting assets to new locations.
- Showers – must have separate facilities for each gender which are well-lit to ensure security.
- Hand washing stations - must be available to meet the health and sanitation needs of the shelter population. Hand washing stations should be located near toilet areas and equipped with soap, disposable towels and warm water if possible.
- Toilets - sewage or other disposal systems that can process at least 1.5 gallons of human waste per person per day. Storage and removal of solid waste in the amount of 5 lbs. per person, per day.

4. Questions to Industry

- What are your capabilities for fulfilling our requirements?
 - Do you have all facility types available, i.e. toilets, showers and wash stations?
 - ADA compliant facilities?
 - What is your maximum quantity available per facility type?
- What are your efficiencies for supporting our requirements?
- Do you have prior experiences in providing such services with short turn-around requests? Please describe the experience and how it worked out.
- Do you have capability to provide all CONUS and OCONUS locations, either by organic (company-owned) resources or subcontracting/partnerships?
- What is your lead time for delivery after order request?
 - To CONUS locations?
 - To OCONUS locations?
- Do you have unique or special capabilities you'd like to highlight?

Interested parties may also submit as part of their statement of capability, a summary of past work that is related to this requirement. Administratively, the vendor's statement of capability shall also include the information listed below.

- Company Name/Division, mailing address, e-mail address, telephone, and website
 - Single point-of-contact name, title, telephone, and email address
 - DUNS number, CAGE Code, Tax Identification Number (TIN), and company structure (Corporation, LLC, partnership, joint venture, etc.). Please note that companies must be registered in the System for Award Management (SAM) to receive an Award. (<https://www.sam.gov/portal/public/SAM/>).
 - Applicable NAICS code under which the company customarily does business.
 - Business size for NAICS Codes _____ and _____.
- Socio-economic status, if qualified as one or more of the following:
- 8(a) firm (must be certified by SBA)
 - Small Disadvantaged Business (must be certified by SBA)
 - Woman-Owned Small Business
 - HUB Zone firm (must be certified by SBA)
 - Service-Disabled Veteran-Owned Small Business

5. Response Format

In order to better assist in the review of submittals to this RFI, respondents are encouraged to prepare a capabilities statement and respond to the above questions in a format that closely adheres to the following format:

The document format shall be either Microsoft Word (.doc or .docx), or Adobe Acrobat (.pdf) formats. Responses shall be prepared using 12 pt. font, 1-inch margins, and 8.5” by 11” paper and shall not exceed ten (10) pages in length, including images, data displays, charts, graphs, and tables.

Respondents are encouraged to ensure that their submittals are complete and address all items outlined within this notice. Respondents may provide additional promotional literature in addition to their response as long as the literature conforms to the response format.

6. Response Deadline and Point of Contact Information

FEMA will only consider submissions in response to this notice that are in the form of Microsoft Word and/or PDF (searchable format) documents attached to emails received no later than **12 PM EST, Thursday, March 26, 2020**. **No phone calls will be accepted or returned.**

Point of Contacts:

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