

## **Sources Sought**

### **FASTC Food Service Operation**

This Sources Sought Notice is posted under SAM.gov, under North American Industry Classification System (NAICS) code 722310, Food Service Contractors, with a size standard of \$38.5M. The U.S. Government seeks a qualified Foodservice Contractor to operate a dining service program offering innovative and unique approaches to dining and sustainability. Your responses to the information requested will assist the Government in determining the appropriate acquisition method. We encourage all small business concerns in all socioeconomic categories (i.e. Small Disadvantage Business (SDB), 8(a), Historically Underutilized Business Zone (HUBZone), Service-Disabled Veteran-Owned Small Business (SDVOSB), Economically Disadvantaged Women-Owned Small Business (EDWOSB), and Women-Owned Small Business concerns (WOSB)), to identify their capabilities in meeting the requirement at a fair market price.

This notice is issued solely for information and planning purposes - it does not constitute a Request for Quotation (RFQ), Invitation for Bid (IFB), or Request for Proposal (RFP) or a promise to issue an RFQ, IFB or RFP in the future. This notice does not commit the U.S. Government to contract for any supply or service. Further, the U.S. Government is not seeking quotes, bids or proposals at this time and will not accept unsolicited proposals in response to this Request for Information (RFI). The U.S. Government will not pay for any information or administrative costs incurred in response to this notice. Submittals will not be returned to the responder. Not responding to this notice does not preclude participation in any future RFQ, IFB, or RFP, if any is issued. If a solicitation is released, it will be synopsized on the Governmentwide Point of Entry (GPE). It is the responsibility of potential offerors to monitor the GPE for additional information pertaining to this requirement. The GPE is located at <http://www.sam.gov>

### **Background**

An abbreviated summary of the Statement of Work (SOW) is as follows: There is a continuing need for food service requirements at the U.S. Department of State, Diplomatic Security Services, Foreign Affairs Security Training Center, (FASTC), located on Fort Pickett in Blackstone, VA. The contractor shall provide quality services within the existing cafeteria located at FASTC, with flexible, efficient, and cost-effective service. FASTC has an average of 1,000 people on site Monday through Friday, and the dining room has seating for 70 patrons. The successful Contractor shall offer a variety of "hot and cold" food offerings that are tasty, healthy and grab and go. Good food at reasonable prices will help ensure a successful food program and frequent patronage of our employees.

The Contractor shall offer food that provides wide variety to customers, including vegetarian, vegan, and organic, healthy, and the light eater. Menus must also include items for people with dietary restrictions and offer low fat, low sodium, low calorie, and reduced sugar, and gluten free menu items. In addition, provide ways to improve the menu with the dietary restrictions. Contractor shall provide a means to preorder hot and cold meals and offer food for specific special requirements to meet medical, cultural, religious, etc. conditions on an as needed basis.

### **Response**

Package submissions are limited to no more than 15 pages in length, single spaced and 12 font minimum, demonstrating its capabilities in reference to this requirement. The Government prefers that your firm submit its response in Microsoft Word, Adobe Acrobat, or a combination of both and the document must be searchable. The capability package shall be sent by email to: Jon Troyer, Contracting Officer at [TroyerJR@state.gov](mailto:TroyerJR@state.gov) and Patrick Jones at [JonesPR@state.gov](mailto:JonesPR@state.gov). Your email subject line should reflect: "Firm's Name, Response to the RFI for the FASTC Food Service Operation." The size limit of each email, with all attachments, cannot exceed 9 megabytes (MB) due to the Government's email system restrictions. Do not send zipped files as the Government network will remove all zipped files. In response to this RFI, please provide:

1. Company profile to include name of your firm, point of contact, phone number, email address, number of employees, annual revenue history, CAGE code, and UEI. Respondents must also indicate whether they qualify as a Small Business, SDB, 8(a), EDWOSB, WOSB, HUBZone, or SDVOSB.
2. What you believe are the key tasks that need to be accomplished to be successful in a Food Service Operation. In essence, what key tasks should be used for determining minimum capability to provide these services.

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3. Whether your firm is interested in competing for this requirement as a prime contractor. If you are subcontracting any of the services out, contemplating a Joint Venture, and/or creating a teaming arrangement, please provide the name of these companies and what work they will be performing, if available. Please provide your company's specific experience in operating a dining facility and providing comparable services. Ensure the information is in sufficient detail regarding previous experience in managing food service operations (indicate whether the experience has been as a prime contractor or subcontractor) on similar requirements (include the services provided (food prep, facility attendants) the number of meals typically served, the number of facilities involved, and any other relevant information you deem applicable). Joint Venture, and/or teaming partners you may propose with.

4. What percentage of work will be performed by the small business prime contractor, and all similarly situated entity subcontractors. Note: In accordance with FAR 52.219-14 Limitations on Subcontracting (CLASS Deviation 2019-O0003):

Similarly situated entity" means a first-tier subcontractor, including an independent contractor, that has the same small business program status as that which qualified the prime contractor for the award and that is considered small for the NAICS code the prime contractor assigned to the subcontract the subcontractor will perform. An example of a similarly situated entity is a first-tier subcontractor that is a HUBZone small business concern for a HUBZone set-aside.

In addition, the Contractor agrees in performance of a contract for services, it will not pay more than 50 percent of the amount paid by the Government for contract performance to subcontractors that are not similarly situated entities.

5. Type(s)/certifications(s) of proposed subcontractors (such as SDB, 8(a), HUBZone, SDVOSB, and OSB).
6. Information on the financial capacity of your business to meet financial obligations (i.e. payroll, payment of subcontractors, etc.).
7. How the Government can best structure these contract requirements to facilitate competition by and among small business concerns.
8. The Government has a requirement to operate one dining facility that regularly serves meals 12 months out of the year. The Government is seeking industry input on how to best craft an acquisition strategy (Contract type, CLIN structure, and PWS requirements) to ensure successful contract performance. Request industry provide input for the following question:
- a) In a proposed contract, how do you mitigate the fluctuating number of patrons while maintaining quality and cost?

**Contact Information**

Contracting Office Address

2216 Gallows Road, Dunn Loring VA 22027

**Primary Point of Contact**

Jon Troyer, [TroyerJR@state.gov](mailto:TroyerJR@state.gov) 571-226-9679

**Secondary Point of Contact**

Patrick Jones, [JonesPR@state.gov](mailto:JonesPR@state.gov) 202-717-5409