

**General Services Administration (GSA)**  
**Federal Systems Integration and Management Center (FEDSIM)**  
**Request for Information (RFI)**

*Disclaimer: This RFI does NOT constitute a Request for Proposal (RFP) and is not to be construed as a commitment, implied or otherwise, by the Government that a procurement action will be issued. Response to this notice is not a request to be added to a bidders list or to receive a copy of a solicitation. No entitlement to payment of direct or indirect costs or charges by the Government will arise as a result of the submission of the requested information. No reimbursement will be made for any costs associated with providing information in response to this announcement and any follow up information requests. Responses to this RFI may be considered in the future determination of an appropriate acquisition strategy for the program. The Government may not respond to any specific questions or comments submitted in response to this RFI or information provided as a result of this request. Any information submitted by respondents as a result of this notice is strictly voluntary.*

**To Be Released on the Open Market:**

This RFI is being issued by FEDSIM on behalf of a U.S. Government Agency (the Agency) that is considering a requirement for managed services including the secure storage, management, distribution, and transportation of medical supplies and pharmaceuticals at a single site, "Site C." The Site C geographic location will be disclosed to prospective offerors that agree, in writing, to keep confidential that location, the Agency's identity, and other sensitive information. Prospective offerors desiring that information should complete and return the attached Non-Disclosure Agreement (NDA) via e-mail to the FEDSIM Contracting Officer (CO), Elizabeth Steiner at [elizabeth.steiner@gsa.gov](mailto:elizabeth.steiner@gsa.gov) and the Contract Specialist (CS), Steven Gray at [steven.gray@gsa.gov](mailto:steven.gray@gsa.gov) as soon as possible. Note, it is not mandatory to submit the NDA in order to respond to this RFI – submission of the NDA and receipt of the site and Agency information is at the prospective offeror's option, but only those that do so will receive the sensitive information.

**BACKGROUND:**

FEDSIM is considering the release of a solicitation for contractor support on the Open Market. This support entails the logistical management of Government-owned pharmaceuticals, medical supplies, and medical equipment at a site located within the United States and its territories. The contractor will provide all necessary expertise, labor, materials, equipment, and use of space to receive, stage, kit and prepare for shipment pallets and other containers holding these items safely and securely. The official solicitation, if released, will be composed in a Request for Proposal (RFP) format using the policies and procedures described in FAR Part 12 for the acquisition of commercial services and FAR Part 15. The Government anticipates that any potential contract resulting from the issuance of a RFP will be for a total period of five years, structured with a one-year base period and four one-year option periods, utilizing a Firm Fixed Price (FFP) contract type for the mandatory managed services. Monthly FFP Managed Service charges will commence after the Government accepts a contractor provided facility that satisfies all facility requirements for ambient product at a minimum, and the contractor begins receiving products for storage and management. The monthly Managed Service price shall include all management and operational costs. The Government anticipates another FFP Contract Line-Item Number (CLIN) to allow for conditioning of the facility up to the standards set forth in the RFP.

## **SCOPE:**

1. The Government requires a facility that shall be located within two driving miles of the designated international airport capable of large aircraft (exceeding 41,000 lbs.) takeoff and landing. The proposed site shall be located no more than 5 miles from a major interstate or limited access highway, as defined by Federal Highway Administration guidelines. The facility must have 5 loading docks, each with adequate space for loading and unloading during times of rapid deployment. There shall be adequate space for unloading inventory between operational dock doors; alternating operational and secured dock doors will be considered to maximize operational efficiency of existing facilities. If local Authority Having Jurisdiction (AHJ) has adopted a later IBC version or more stringent building or design codes, then the facility must meet those building codes.
2. The contractor shall manage **Schedule II, III, IV, and V** controlled products (refer to Title 21 Code of Federal Regulations (CFR), Part 1308) as well as medical equipment and related medical items. For planning purposes, the National Fire Protection Association (NFPA) classification for the stored products is Class IV; however, final determination will be the local AHJ. In addition, there will be a requirement to map, validate, monitor, and perform maintenance on multiple reach-in refrigeration systems where individual Cold Chain product may be stored at temperature ranges from 2 to negative 80 degrees Celsius. There will be a requirement for the warehouse to be fully conditioned and have the necessary security infrastructure in order to gain Government approval and receive product for storage and emergency preparedness within approximately 180 calendar days of award.

The Contractor shall manage a minimum of 300 pallet positions but not more than 400 pallet positions of ambient product, to include pallets, Tri-wall containers, cases, and rolling containers of medical and pharmaceutical products at this site. All cold storage product will be located within reach-in units. The majority of the pallet positions will be single racked and single stacked inside an open rack space to accommodate timely response and to eliminate product damage, unless authorized by the Government. The contractor shall use single pallet position storage with appropriate space between backs of pallets along with pallet stops. Rack positions shall accommodate 83" high pallets, rolling containers and 60" high pallets not to exceed 2,500 lbs. Some racks will be required to have quadplex electrical outlets for small equipment charging and reach-in refrigerators and freezers. Inventory control will be required onsite, and all inventoried products will be subject to validated weight checks using calibrated instruments. The space occupied will consist of pallets of varying heights in accordance with International Organization for Standardization (ISO). A typical pallet is 48"x40" at the base.

The contractor shall provide a fully staffed and continuously operational facility during core hours of operation. Core hours of operation are Monday to Friday, 7AM to 5PM local time. At a minimum, the staff size must be able to pick, pull, prepare for shipment or receive, and load 130 pallets per hour. The contractor will only be required to stage, sort, inventory, package, certify, and load on site inventory. The contractor will also be prepared to provide emergent surge support 24 hours a day, seven days a week within two hours of notification. The contractor will also provide materials handling equipment necessary for storage and retrieval of the pallets, containers, calibrated and certified scales, and all other equipment necessary in accordance with current Good Manufacturing Practice (cGMP). Skilled management of inventory will be critical to emergency preparedness; flexibility and scalability is desired as inventory is evaluated and replenished over the duration of the contract; some products are received in bulk and others will need to be palletized.

3. In addition to the standard pallet space within Site C, this site shall include dedicated space for agency specific equipment, containers, pallets, etc. in close proximity to a 12' dock door, drive-in ramp and dedicated open floor space. This space will be required to have both standardized and non-standardized pallet-racked spaces. This space will have extra-large aisles and fork truck travel route access large enough to transport products to the main shipping and receiving docks.
4. Transportation: The contractor will be responsible to transport materials from the contractor's space and/or international airport/seaport within 3.5 hours or to a government-designated destination not to exceed 30 miles within six hours.

## **PURPOSE**

The purpose of this RFI is to determine the capabilities of the open market to provide services that support the Agency's requirements. The RFI responses will assist FEDSIM and the Agency with selection of the most appropriate procurement approach. The Government requests information that includes the vendor's corporate experiences related to providing pharmaceutical supply chain logistics and management. More information about the requirements will be provided with any future solicitation, depending on the Government's selected acquisition strategy.

All prospective offerors are requested to respond to attached Sections 1, 2, and 3, herein.

Section 1 - Market Research Data Submission

Section 2 - Corporate Capabilities

Section 3 - Medical Warehouse Management Corporate Experience

The Corporate Non-Disclosure Agreement for Managed Services is not a requirement as part of the RFI submission but IS a requirement to receive the Site Location for consideration.

Responses should be concise and meet the following limitations: an editable Word document with a maximum of 10 pages, using one-inch margins and a font size no greater than or equal to Times New Roman 12. There is no font size restriction for graphics if any are provided. Cells in the Corporate Experience table in Sections 1 and 3 may be stretched as needed to fit required information, subject to the overall page limitation.

Responses to this RFI are due no later than 11:00 AM ET April 27, 2023, via e-mail to the FEDSIM CO, Elizabeth Steiner at [elizabeth.steiner@gsa.gov](mailto:elizabeth.steiner@gsa.gov) and the CS, Steven Gray at [steven.gray@gsa.gov](mailto:steven.gray@gsa.gov).

## Section 1: Market Research Data Submission

All respondents are requested to provide the following Company Data, Corporate Capabilities, and Corporate Experiences. This information could help to determine if the potential acquisition will be conducted as a set-aside for Small Business.

### Company Data:

Name of Company	
Name of Business Unit Responding to the RFI (as applicable)	
Unique Entity Identifier (UEI)	
CAGE Code	
Corporate Address	
Total Number of Full Time Employees	
Website URL	
Small Business under NAICS 49311 General Warehousing and Storage	<input type="checkbox"/> YES <input type="checkbox"/> NO
Type of Small Business, if Applicable (e.g., Woman-Owned, Service-Disabled Veteran Owned, 8(a), HUBZone)	
One Point of Contact Name (Enter Name, phone number and email address)	

<p>Please indicate if your company uses prohibited telecommunications and surveillance services, or equipment as described in FAR 4.21 - Prohibition on Contracting for Certain telecommunications and Video Surveillance Services or Equipment. No response to this item will be received as your company does not use the described prohibited services or equipment.</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO
<p>Please identify which, if any, of the below formal accreditations or certifications are held by your firm (Do not include any self-certifications):</p>	
<p>Hazmat Level I Certification</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO
<p>DEA Certification (Level II, III, IV, and V)</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO
<p>State Business Pharmaceutical Licenses. If so, please list each applicable state.</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO
<p>cGMP Certification</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO
<p>Other Certifications, please specify:</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO

## **Section 2: Corporate Capabilities**

Please provide, to the extent of your capabilities, the following information:

1. Describe your company's/business unit's experiences and methods for handling surge (emergency response) requirements while maintaining day-to-day operations in a cGMP compliant facility.
  - a. If your company has participated in emergency response, please define the emergency response time requirements during a surge exercise and provide examples of situations supported.
2. Does your company/business unit utilize any tools or technology (Enterprise Resource Planning Systems or Inventory Management Systems) that reliably provide accurate inventory data in real time?
3. If the prospective offeror has existing and available suitable space(s), what are its specifications and location(s)? Could it manage the full scope outlined above or a subset?
4. Please describe your company's familiarity (if applicable) with the Site C geographic location and any relevant experience/knowledge concerning the commercial real estate market thereabouts.
5. What information is critical to a bid/no-bid decision for this scope of services?
6. What elements of the requirements would an interested offeror need to inform a rough order of magnitude for the conditioning and annual managed services for this requirement?

### Section 3: Medical Warehouse Management Corporate Experience

FEDSIM and the Agency are principally concerned with the prospective offerors' corporate experience with services similar to the Agency's requirements mentioned in this RFI. Utilizing the table below, please provide up to **three examples** of corporate experience, stating which company or business unit is performing or previously performed the work. Note, internal, commercial, and state or local experience as well as U.S. Government contract work experiences are of interest.

<b>Corporate Experience</b>	
Contractor / Business Unit Performing the Work	
Dollar Value of Warehouse and Supply Chain Logistics Services (Total and Annual)	
Scope (e.g., Primary Tasks)	
List the types of products stored in warehouse facility.	
Describe the inventory process.	
Describe the layout of the warehouse facility (e.g., racking, cross-docking capability, pallet capacity, ambient storage, refrigerated storage).	
<b>Client Organization</b>	
Client Organization Name	
Client Organization Locations	
<b>Client Points of Contact</b>	
<b>Contractual/Programmatic</b>	<b>Technical/Medical</b>
Name	Name
Title	Title
Organization	Organization
Phone	Phone
Email	Email
<b>Corporate Experience Information</b>	
Project Name/Title	
Contract Identification (Number, Title)	
Contract Type (FFP, LH, CPAF, CPFF, etc.)	
Period During Which Service Was/Is Provided	
Specific Responsibilities of Prime Contractor	
Specific Responsibilities of any Subcontractors	
Percentage of overall work directly provided/performed by the Prime Contractor	