**REQUEST FOR INFORMATION**

**RFI#: 70FA4020I00000008**

**Title: Occupational Health Services**

**Overview:** The United States Department of Homeland Security (DHS), on behalf of the Federal Emergency Management Agency (FEMA), intends to procure the broadest occupational health services. This is a market survey/sources sought notice for informational purposes only and shall not be construed as a Request for Proposal. FEMA is issuing this Request for Information (RFI) in accordance with the FAR 10.002(b)(2) to determine the commercial viability of the agency’s requirement description as well as to whether the market has vendor capabilities to meet the requirements.

All services required to help develop and maintain the broadest occupational health services possible to federal managers and their employees. We are seeking highly qualified medical and behavioral health, experts. The vendor shall work in partnership with FEMA Headquarters to support managers and workers alike to design and deliver comprehensive solutions to meet our occupational health needs by customizing programs to help build a healthier and more productive federal workforce and safety workplaces for employees.

**Requirement:** FEMA intends to award a Firm-Fixed Price (FFP) contract for a qualified source to deliver the broadest occupational health services to include locations within the Continental United States (CONUS) including the US Territories, and commonwealths.

**Estimated Period of Performance**: The estimated period of performance will begin upon October 1, 2020 and consist of one calendar year base period and four (4) one-year option periods from the date of award. However, the Government's decision as to continue with the contract, upon annual review, will be based upon successful performance during each previous year and continued need.

This notice is for planning purpose only and does not constitute a commitment on the part of the Government to award a contract, nor does the Government intend to pay for any information submitted as a result of this notice. This RFI is part of a continuous process for obtaining the latest information on the commercial status of the industry with respect to their current and near-term abilities. The information provided herein is subject to change and in no way binds the Government to solicit for, or award, a competitive contract. It is emphasized that this is a notice solely for planning and informational purposes.

**Submission of Commerciality of Requirement Questions:** Interested vendors are encouraged to submit their questions about the statement of work (SOW) or suggested alternatives for the written agency requirement. No telephone calls in reference to the SOW will be accepted or acknowledged. All communications such as requests for clarification and/or information or questions concerning the SOW shall be submitted in one comprehensive written exchange via email on or before the due date identified below to the Contracting Officer and/or Contracting Specialist.

**Submission of Capability Statements:** Interested vendors are encouraged to submit their capability statements outlining their experience in providing the requested services. Vendors are responsible for all costs for submitting their capability. No telephone calls in reference to this announcement will be accepted or acknowledged. Formal communications such as requests for clarification and/or information or questions concerning this notice should be submitted via email to the Contracting Officer, Janice F. Joseph, at [Janice.Joseph@fema.dhs.gov](mailto:Janice.Joseph@fema.dhs.gov) and/or Contracting Specialist, David G. Colbert, at david.colbert@fema.dhs.gov.

Interested parties shall submit a Capability Statement not to exceed 5 single-sided, type-written pages (excluding Cover Sheet) using 12-point type or larger.

* **Due Date/Time**: Monday June 15, 2020 @ 3:00 pm (EST)
* **RFI# 70FA4020I00000008**: Email responses shall be clearly identified with RFI number listed in the Subject Line
* Cover Sheet shall include:
  + DUNS#
  + Company Name and Address
  + Point of Contact: email address and phone number
  + Website (if applicable)

Vendors should not send any material that requires a non-disclosure agreement or identify information that is business sensitive. Responses to this notice will not be returned.