DEPARTMENT OF HEALTH AND HUMAN SERVICES

Memorandum

SOURCES SOUGHT - Multiple-Award Indefinite-Delivery/Indefinite-Quantity (MA-IDIQ)

PERFORMANCE LOCATION: CDC campuses and leased facilities, primarily within the Atlanta metropolitan area; however, performance may also occur at locations outside the Atlanta area.

APPLICABLE NAICS CODES & SIZE STANDARDS

NAICS Code	Description	Size Standard
238390	Other Building Finishing Contractors *(Primary NAICS)*	$22 Million
423210	Furniture Merchant Wholesalers	200 Employees
236220	Commercial and Institutional Building Construction	$45 Million
238210	Electrical Contractors and Other Wiring Installation Contractors	$22 Million
238220	Plumbing, Heating, and Air-Conditioning Contractors	$22 Million
238350	Finish Carpentry Contractors	$22 Million

Areas of Emphasis

The Government is seeking sources capable of supporting one or both of the following Areas of Emphasis:

Area of Emphasis 1 – FF&E Installation and Integration

- FF&E installation and integration
- Warehousing and storage capability
- Furniture relocation and reconfiguration
- Self-installation teams
- Millwork and cabinetry
- Laboratory casework (NAICS 337215 and/or 337127 experience preferred)
- Countertops, shelving, doors, and hardware

Area of Emphasis 2 – Facility Renovation and Repair

- Minor construction and specialty trade coordination
- Building finishing services
- Demolition and disposal
- Patch and paint
- Millwork installation
- Low-voltage electrical
- Plumbing and HVAC

- Fire protection and alarm systems modification
- Door and hardware installation

Teaming arrangements and Contractor Teaming Agreements (CTAs) are encouraged when task orders require capabilities spanning both Areas of Emphasis. The Government is seeking sources from both areas to support varying task order requirements.

RESPONSE DEADLINE: 15 July 2026, 5:00 PM EST

1. PURPOSE AND DISCLAIMER

The Centers for Disease Control and Prevention (CDC), Office of Acquisition Services (OAS), on behalf of the Office of Safety, Security, and Asset Management (OSSAM), is conducting market research to identify capable small business concerns interested in and capable of supporting a Multiple-Award Indefinite-Delivery/Indefinite-Quantity (MA-IDIQ) contract for furniture, fixtures, and equipment (FF&E) installation and related minor construction services.

The purpose of this Sources Sought Notice is to determine the availability and capability of small businesses, including:

- Small Business
- 8(a)
- HUBZone
- Women-Owned Small Business (WOSB)
- Veteran-Owned Small Business (VOSB)
- Service-Disabled Veteran-Owned Small Business (SDVOSB)

This market research will assist the Government in determining the appropriate acquisition strategy and potential set-aside approach at both the IDIQ and task order levels.

This notice is issued for informational and planning purposes only and does not constitute a solicitation or obligation on the part of the Government to issue a solicitation or award a contract. The Government will not reimburse respondents for any costs associated with preparing or submitting a response.

2. PROJECT DESCRIPTION AND SCOPE

The Government anticipates establishing a Firm-Fixed-Price (FFP), Multiple-Award IDIQ contract with an ordering period of up to five (5) years.

The MA-IDIQ will support a broad range of FF&E installation, facility renovation and repair, building finishing, and related specialty trade services.

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Task orders may include either standalone FF&E requirements, standalone renovation/repair requirements, or integrated projects requiring both disciplines.

The Government anticipates a mix of task order requirements, including projects focused primarily on facility renovation and repair activities without FF&E elements.

Typical task order scope may include:

FF&E Related Services

- FF&E procurement support
- Furniture installation and integration
- Warehousing and storage
- Relocation and reconfiguration services
- Laboratory casework installation and repair
- Countertop and cabinetry installation

Facility Renovation and Repair Services

- Demolition and disposal
- Patch and paint
- Building finishing services
- Finish carpentry and millwork
- Electrical and low-voltage modifications
- Plumbing and HVAC adjustments
- Door and hardware installation
- Minor fire protection and fire alarm modifications
- Specialty trade coordination

Task Order Structure:

Individual task orders will generally be awarded to a single contractor responsible for overall project coordination and execution. Contractors may self-perform portions of the work and subcontract specialized trades as necessary.

The Government encourages respondents to identify:

- Which Area(s) of Emphasis they support
- Trades they can self-perform
- Existing subcontractor relationships
- Ability to coordinate multiple trades
- Willingness to participate in teaming arrangements or subcontracting relationships with other IDIQ contractors
- Willingness to collaborate, or sub-contract with other contractors within the IDIQ pool

Teaming arrangements are encouraged for projects requiring expertise across both Areas of Emphasis

Magnitude of Work

The majority of task orders are anticipated to be:

- At or below the Simplified Acquisition Threshold (currently $350,000)
- Frequently under $100,000

Complexity and scope will vary depending on agency needs.

Bonding

Performance and payment bonds may be required at the individual task order level in accordance with FAR Part 28 and based on project scope and risk.

Respondents should identify:

- Single project bonding capacity
- Aggregate bonding capacity
- Surety information (if available)

3. MANDATORY REQUIREMENTS

System for Award Management (SAM)

Interested parties must maintain an active registration in the System for Award Management (SAM) at:
https://www.sam.gov

Registration must comply with FAR 52.204-7.

U.S. Ownership

The prime contractor must be a U.S.-owned entity.

Bonding Capability

Contractors must demonstrate the ability to obtain bonding as required for individual task orders.

4. SUBMISSION INSTRUCTIONS

Interested contractors are encouraged to submit a capability package no later than:

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Submission Deadline

15 July 2026, 5:00 PM EST

Submission Email

Submit responses electronically to:

Jasmine Powell
jpowell5@cdc.gov

Subject Line

Sources Sought Response – [Company Name]”

5. REQUIRED RESPONSE CONTENT

Responses should include the following:

1. Company Information

Provide:

- Company name
- Business address
- Point of contact
- Telephone number
- Email address
- UEI number
- CAGE code

2. Business Profile

Include:

- Business size relative to applicable NAICS codes
- Number of employees
- Years in business
- Interest in competing as a prime contractor

3. Socio-Economic Status

Identify all applicable designations:

- Small Business
- HUBZone
- 8(a)
- WOSB
- SDVOSB
- VOSB

Include supporting certifications if applicable.

4. Capability Statement

Describe:

- Trades and services your company can self-perform
- Warehousing/storage capabilities
- Installation team capabilities
- Geographic coverage
- Existing subcontractor relationships
- Ability to coordinate multiple trades
- Experience managing integrated task orders

5. Relevant Experience

Provide no more than three (3) relevant projects performed within the last five (5) years.

Include:

- Customer name
- Project description
- Project value
- Performance location
- Scope performed
- Whether unit-price or coefficient pricing was utilized

6. Bonding Capacity

Provide:

- Single project bonding capacity
- Aggregate bonding capacity

7. Market Research Questionnaire

- Provide detailed responses to the attached questionnaire.

- Respondents should restate each question before providing a response.

8. Format Requirements

Submit the complete package as a single document in:

- Adobe PDF, or
- Microsoft Word format

No page limitation is currently established.

ATTACHMENTS

1. Draft Statement of Work (SOW)
2. Market Research Questionnaire

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ATTACHMENT 2

MARKET RESEARCH QUESTIONNAIRE: MA-IDIQ FF&E INSTALLATION AND MINOR CONSTRUCTION SERVICES

The Government intends for this MA-IDIQ to support both FF&E-focused task orders and facility renovation/repair task orders. Respondents are encouraged to identify capabilities in either or both Areas of Emphasis.

The Government does not intend to limit participation to FF&E-centric prime contractors. The Government is also seeking qualified renovation, specialty trade, and facility support contractors capable of performing standalone renovation and repair task orders.

Please provide concise but detailed responses. Restate each question prior to answering.

SECTION 1 – COMPANY CAPABILITIES

1. Describe your company's core capabilities related to this requirement based on the following Areas of Emphasis:

• FF&E Purchasing, Installation and Integration
• Facility Renovation and Repair

2. Which trades or services can your company self-perform? (Check all that apply and elaborate as needed.)

FF&E Services

• (FF&E) Furniture purchasing, ordering & installation
• (FF&E) Furniture repair
• Warehousing/storage
• Relocation services
• Laboratory casework installation

Facility Renovation and Repair Services

• Electrical
• Low-voltage/data
• Plumbing
• HVAC
• Finish carpentry
• Millwork/cabinetry
• Painting/patching
• Doors and hardware

• Demolition/disposal
• Fire protection/fire alarm modifications
• Other

3. Does your company maintain in-house installation crews?

If yes:

- Number of installers
- Geographic coverage
- Union/non-union status

4. Does your company have working relationships with non in-house installation crews?

If yes:

- Number of installers
- Geographic coverage
- Union/non-union status

5. Describe your warehousing and staging capabilities.

Include:

- Square footage
- Climate-controlled space
- Security measures
- Inventory management systems
- Is warehousing and staging self owned & mnaged or by separate entity

5. Does your company currently hold a GSA Schedule?

If yes, identify:

- Schedule number
- SINs applicable to this requirement

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SECTION 2 – EXPERIENCE

6. Describe your experience supporting federal agencies or healthcare/scientific environments.

7. Describe your experience performing work in occupied facilities.

8. Describe your experience coordinating multiple trades under a single project/task order.

9. Describe any experience with laboratory, clinical, or specialized environments.

10. What project management software or systems does your company use?

SECTION 3 – CONTRACTING AND PRICING

11. Does your company have experience performing under IDIQ contracts?

If yes, provide examples.

12. Does your company have experience with:

- Unit pricing
- RSMeans pricing
- Coefficient pricing
- Design-build task orders
- FF&E vendor pricing

13. What contract types does your company typically perform?

- Firm-Fixed-Price
- Time-and-Materials
- Labor Hour
- Cost-Reimbursement
- Other

SECTION 4 – SMALL BUSINESS PARTICIPATION

14. Identify your company's socio-economic classifications.

15. Describe your approach to subcontracting and teaming arrangements.

16. Would your company be willing to partner with other IDIQ awardees to fulfill task order requirements?

If yes, describe your typical teaming approach.

SECTION 5 – CAPACITY AND RISK

17. What is your company's current bonding capacity?

- Single project limit
- Aggregate limit

18. What is your company's typical project size range?

19. What challenges do you foresee with this requirement?

20. Are there any recommendations you would provide regarding:

- NAICS structure
- Contract structure
- Task order competition
- Evaluation criteria
- Small business participation
- Ordering procedures

SECTION 6 – INDUSTRY FEEDBACK

21. Is the contemplated scope appropriately aligned with the identified NAICS codes?

If not, what changes would you recommend?

22. Is the anticipated task order size appropriate for small business participation?

23. What minimum qualifications or certifications should the Government consider?

24. Are there barriers to competition the Government should consider mitigating?

25. Please provide any additional comments or recommendations.