

Special Notice: Intent to Sole Source
Conference Room Reservation
June 7, 2024

Contracting Office: Bureau of the Fiscal Service, 200 3rd St Parkersburg, WV 26101
SS-CFP-24-091

The Bureau of the Fiscal Service (Fiscal Service), on behalf of the Consumer Financial Protection Bureau (CFPB), intends to contract with the Residence Inn by Marriott, 455 Hibiscus Street, West Palm Beach, FL 33401, on a sole source basis. The Office of Enforcement will be attending a trial in West Palm Beach starting 06/25/2024. The matter team involved with this trial has requested the use of two conference rooms aka “war rooms” at the Residence Inn due to several factors. The trial team will be staying at the Residence Inn in West Palm Beach. The team will need quick and easy access to the conference rooms. During trial, staff members work extended hours. Travel time going back and forth between hotel and conference rooms has been historically significant, affecting preparation time, and how much sleep they get. Moreover, safety concerns have been raised by staff when they are traveling at night to/from their hotels and the courthouse. Enforcement wants to do their best in protecting staff members wellbeing when they are attending trials. Reserving conference rooms on-site at the Residence Inn in West Palm Beach will mitigate the above negatives that have occurred in the past.

- Conference rooms for staff members to use during trial.
- Quantity: 2 conference rooms (up to 18 people)
- 24-hour access
- 455 Hibiscus Street, West Palm Beach, FL 33401

The period of performance for the contract is anticipated to be from 06/25/2024 through 07/11/2024.

NO SOLICITATION IS AVAILABLE. A request for more information, or a copy of the solicitation, will not be considered an affirmative response to this Special Notice. Telephone responses or inquiries to this Special Notice will not be accepted.

All responsible sources may submit a capability statement, proposal, or quotation, which shall be considered by the agency. Fiscal Service will consider responses received no later than 06/17/2024. Responses shall be submitted electronically to purchasing@fiscal.treasury.gov, SS-CFP-24-091 /Attn: JY – MC. Responses must include sufficient evidence that clearly shows your company is capable of providing the requirement described in this notice. Responses received will be evaluated; however, a determination by the Government not to compete the proposed procurement based upon responses to this notice is solely within the discretion of the Government. If no written response is received by the aforementioned deadline that clearly demonstrates an ability to meet all requirements, and that is more advantageous to the Government, Fiscal Service will make award on a sole source basis to Residence Inn by Marriott, West Palm Beach.

Qualified Contractors must provide the following:

1. The name and location of your company, contact information, and identify your business size (Small Business, Small Disadvantaged Business, 8(a), Service Disabled Veteran Owned Small Business, HUBZone, Women Owned Small Business, Other than Small Business etc.). Please ensure contact information includes the name of the point of contact, email address, and telephone number, should the Government have questions regarding individual responses.
2. UEI Number.

3. Specific details of the product(s) that your company offers in regard to this notice.
4. Whether your content is available through a Government contract vehicle or Open Market.
5. A brief capabilities statement (not to exceed 5 pages) that includes a description of your company's standard line of business, as well as a list of customers to whom your company currently provides the specific required content.

The following file extensions are not allowable and application materials/data submitted with these extensions cannot be considered:

.bat, .cab, .cmd, .com, .cpl, .dot, .dotx, .exe, .hqx, .hta, .mim, .mp3, .mp4, .pif, .rar, .scr, .vbs, .uu, .uue, .vbs, .wsf, .xex, .wmv, .html, .mhtml, and .zip files

The allowable Microsoft Office and Adobe PDF file types as follows:

Microsoft Office (.doc, .docx, .xls, .xlsx, .ppt, .pptx) and Adobe PDF (.pdf) are acceptable.

No other information regarding this Special Notice will be provided at this time.