Notice from the United States Air Force, Air Force Life Cycle Management Center (AFLCMC), Installation Contracting Division, Base Support Contracting Branch at Wright-Patterson Air Force Base (WPAFB), Ohio:

The AFLCMC Operational Contracting Branch, Wright-Patterson AFB, Ohio is seeking capabilities packages of potential sources including Small Businesses (SB). This sources sought synopsis is published for market research purposes only, to identify potential sources capable of providing with the capabilities described herein for the Official Mail Center located at Wright Patterson Air Force Base, Ohio (WPAFB).

The Government is seeking capabilities packages from all potential sources, including but not limited to: Required Sources of Supplies and Services IAW RFO 8; small business (SB), 8(a) participants, HUBZone Small Business, Economically Disadvantaged Women-Owned Small Business (EDWOSB), Women-Owned Small Business (WOSB), Small Disadvantaged Business (SDB) and Service-Disabled Veteran-Owned Small Business (SDVOSB). Firms that respond shall review the attached instructions and technical requirements and submit responses that:

1) Specify that offered products meet the specifications provided below; and

2) Provide detailed information to show clear technical compliance.

THIS SOURCES SOUGHT IS FOR MARKET RESEARCH PURPOSES ONLY. THIS IS NOT A REQUEST FOR PROPOSALS/QUOTES.

All interested firms shall submit a response to the Primary Points of Contact, Ms. Megan From at megan.from@us.af.mil, Ms. Raschelle Swindle at raschelle.swindle@us.af.mil and Curtis V. Thomas III at curtis.thomas.4@us.af.mil, demonstrating their capability to provide Mail Metering Equipment & Smart Lockers. Responses to this notice are not considered offers and cannot be accepted by the Government to form a binding contract. **A solicitation for this requirement does not exist, therefore, do not request a copy of the solicitation**. **The decision to solicit for a contract will be solely within the Government's discretion.**

The North American Industry Classification System (NAICS) code assigned to this acquisition is **532420 (Office Machinery and Equipment Rental and Leasing industry)** with a small business size standard of $40 Million in average annual receipts. Firms responding should indicate Required Source IAW RFO 8, socio-economic status (8(a) with Graduation Date, SDVOSB, EDWOSB, WOSB, small business, and/or HUBZone). Respondents are further requested to indicate their status as a foreign-owned/foreign-controlled firm and any contemplated use of foreign national employees on this effort. The Government reserves the right to consider a small business set-aside based upon responses hereto for any subsequent action. All prospective contractors must be registered in the System for Award Management (SAM) database to be awarded a Department of Defense (DoD) contract. *A small business set-aside decision has not yet been made.*

Respondents should note the potential application of Limitations on Subcontracting (FAR 52.219-14) and the Non-Manufacturer Rule (FAR 52.219-33) to a future acquisition that may result from this Sources Sought. Respondents should consider how the primary tasks identified in this notice

will be broken out between prime contractor and subcontractors and address subcontracting in their response, if applicable/necessary.

Any information submitted by respondents to this Sources Sought is voluntary. This Sources Sought notice is not to be construed as a commitment by the Government, nor will the Government reimburse any costs associated with the submission of information in response to this notice. Respondents will not be individually notified of the results of any Government assessments. The Government's assessment of the capability statements received will factor into whether any forthcoming solicitation will be conducted as a full and open competition or as a set-aside for small business or any particular small business program.

CAPABILITIES PACKAGE:

All interested firms shall submit a capabilities package to provide **Mail Metering Equipment Lease and Smart Lockers** that explicitly demonstrates their capability to provide the required service. The capabilities package should be brief and concise yet clearly demonstrate an ability to meet the stated requirements. However, the response must not exceed five (5) pages. Capabilities Packages submitted in response to this sources sought synopsis must be received at the following e-mail addresses **NO LATER THAN 2 July 2026 AT 3:00 PM EASTERN TIME**. (7 DAYS)

All correspondence sent via email shall contain a subject line that reads: **Mail Metering Equipment Lease and Smart Locker Procurement.** If this subject line is not included, the email may not get through email filters at WPAFB. Filters are designed to delete emails without a subject or with a suspicious subject or attachments. Attachments with files ending in .zip or .exe are not allowable and will be deleted. Ensure only .pdf, .doc, .docx, .xlsx or .xls documents are attached to your email. All other attachments may be deleted.

Responses shall be submitted via email to the following addresses: megan.from@us.af.mil, curtis.thomas.4@us.af.mil and raschele.swindle@us.af.mil

Please direct all questions concerning this acquisition to Megan From at megan.from@us.af.mil and Curtis V. Thomas III at curtis.thomas.4@us.af.mil and include the necessary subject line indicated above.

Attachments:

1. Instructions
2. DRAFT Statement of Work (SOW)