

**UNITED STATES PROBATION OFFICE  
EASTERN DISTRICT OF CALIFORNIA  
501 'I' STREET, SUITE 2500  
SACRAMENTO, CA 95814-2322**

**DEBORAH A. SPENCER**  
Drug Aftercare/Mental Health Administrator

Telephone  
(916) 930-4320

July 6, 2015

**RE: Solicitation Number: 0972-2016-19  
Request for Proposals to Provide Treatment  
Services for Federal Defendants and Offenders**

Dear Prospective Provider:

The United States District Court for the Eastern District of California is soliciting proposals to provide residential treatment services for drug/alcohol dependent offenders and defendants under Probation and Pretrial supervision. The services may also include urine surveillance (i.e. collection).

These individuals include persons on probation, parole, or supervised release, that are under the supervision of the United States Probation Office. This group could also include inmates in the United States Bureau of Prisons who are residing in Federal or contract community treatment centers, as well as persons on pretrial status under the supervision of the United States Pretrial Service's Office.

Enclosed is a Request for Proposal (RFP). The RFP contains the full text of all applicable Government regulations, and all offers are subject to the provisions contained in the RFP. In responding to the RFP, you should respond fully to each item and supply all information requested. The minimum standards for the services listed are contained in the Statement of Work in Section "C." Section "L" provides specific directions for potential vendors in completing their proposals. All proposals will be evaluated by the criteria laid out in Section "M."

Blanket Purchase Agreements (BPA's) will be awarded on the basis of the lowest priced, technically acceptable offer received. Therefore, each offer must contain the offeror's best terms from a cost or price and technical standpoint.

There will be no additional opportunity to modify your proposal. Some of the RFP's include approved local needs that must be met. An agency must be capable of performing **all** requested project codes in the applicable RFP. The inability to provide all mandatory services within the specified geographic area will eliminate your proposal/program from further consideration. For additional information, please refer to the District's website at [www.caep.uscourts.gov/contracting](http://www.caep.uscourts.gov/contracting).

This site will also include a section which will detail any questions/responses discussed during the contracting cycle.

Please read the RFP carefully; do not rely on knowledge of previous RFP's, or knowledge of previous Federal procurement procedures. **Section "M," pages 1-4 lists very specific information that MUST be provided with the proposal.**

The Estimated Monthly Quantity listed in Section B of the RFP is an estimate of the services to be provided during the term of the purchase order. It is only an estimate. Although the Government may choose to enter into a Blanket Purchase Agreement with multiple vendors, the Government reserves the right to award to a single vendor.

The Chief Probation Officer will award this BPA for twelve (12) months only, Fiscal Year 2016 (i.e., October 1, 2015, through September 30, 2016), if appropriated funds are available. The terms of the BPA includes a provision that shall allow the Government to unilaterally extend the agreement for an additional two (2) years, at two (2) twelve month intervals, at the Government's discretion.

**An original and two copies of your proposal (Sections A, B, K, and attachments provided in L) must be received no later than:  
Monday, August 3, 2015 by 4:00 p.m.**

**United States Probation Office  
Attention: Debbie Spencer  
Drug Aftercare/Mental Health Administrator  
501 "I" Street, Suite 2500  
Sacramento, CA 95814-2322**

All copies must be originally signed. The hour and date specified in the RFP for receipt, the RFP number, and the name and address of the offeror must appear on the face of the envelope. A copy of the Blanket Purchase Agreement, Clauses and Terms of Agreement, should be retained by the vendor for their files. Please do not submit proposals in binders or notebooks. Please contact me if you have any questions.

Sincerely,



**Deborah A. Spencer  
Drug Aftercare/Mental Health Administrator**

Enclosures