

UNITED STATES DISTRICT COURT | EASTERN DISTRICT OF CALIFORNIA

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Program Administrators
All Service Providers and
Potential Offerors

**RE: QUESTIONS & ANSWERS
FY-2021 SOLICITATIONS**

Dear Program Administrators,

The purpose of this letter is to answer questions received, regarding solicitations issued by the Eastern District of California, for Fiscal Year 2021:

Question: Is the program discharge summary still required with the proposal and should it include information on the program for the area that the RFP covers only?

Answer: There is no requirement in Section L of the RFP to submit the Discharge Summary Profile. Pursuant to the RFP, under Deliverables, File Content, Vendor Reports (Substance Use, Mental Health, and Sex Offense Specific Treatment Reports): *The vendor shall provide a written quarterly profile on all (one report on all or one report on each) defendants/person under supervision discharged from the program each quarter (see Attachment J.1).*

Question: In the Offeror's Certification of Compliance, do we put the subcontractor's name/business in both locations or our agency name in the first one and subcontractor in second one? We believe the agency goes in the first space.

Answer: Per the instructions in Section L if the offeror is proposing subcontractor(s) to perform any services, the offeror shall identify the proposed subcontractor(s) and submit separate certification statements from each subcontractor that certifies that they will provide services in compliance with the requirements of the RFP. The primary offeror should give a copy of Attachment A to any proposed subcontractors to complete for themselves and sign to be submitted with the offeror's proposal. It should not be one

combined Attachment A or an Attachment A completed and signed by the offeror for the subcontractor.

Pursuant to Section L of the RFP, *Each offeror shall prepare and submit as part of its offer a CERTIFICATION OF COMPLIANCE STATEMENT in which the offeror certifies that it will provide the mandatory requirements stated in Sections C, E, F and G and comply with terms and conditions of the RFP. If the offeror is proposing subcontractor(s) to perform any services, the offeror shall identify the proposed subcontractor(s) and submit separate certification statements from each subcontractor that certifies that they will provide services in compliance with the requirements of the RFP.*

Question: On Page B-2 the solicitation requests a per unit price, per specimen for urine analysis. Next to the year 2021 there is a number 46 under the estimated monthly quantity. What does that number signify? Is that the number of units per service per month we should have the capacity to deliver? In the following items, sweat patch and breathalyzer, there is only 1 per month designated. Does that mean we should only have the capacity to provide one of these services per month?

Answer: Yes. Pursuant to Section B of the RFP, *Estimated Monthly Quantities (EMQs) represent the total monthly quantities to be ordered per Service item under the BPA. Each vendor placed on the BPA may receive a share of the total quantity stated. However, EMQ's are estimates only and do not bind the government to meet these estimates.*

Question: On Page B-3 the solicitation requests a per unit price for 30 minutes of individual, group, and family counseling. Does that imply that counseling sessions need to be limited to 30 minutes? We are particularly interested in this question, in regard to group counseling, where sufficient time for everyone to participate must be allocated.

Answer: The unit for counseling is 30-minutes. Typically, officers authorize 2 units (1-hour sessions) for individual and group counseling. However, pursuant to Section C, Provision of Services: *The United States Probation and Pretrial Services Office (hereafter USPO/USPSO) shall provide a Program Plan (Probation Form 45) for each person under supervision that authorizes the provision of services. The vendor shall provide services strictly in accordance with the Program Plan for each person under supervision.*

Question: Can you please provide more clarity regarding Section B-Supplies or Services and Offeror's Prices of RFP No. 0972-21-12SM? Specifically, regarding residential services?

Answer: RFP No. 0972-21-12SM (Madera and Merced Counties) is a solicitation for outpatient substance abuse and mental health treatment. RFP No. 0972-21-14SR (Fresno County) is a solicitation for residential substance abuse treatment.

Question: I've thoroughly reviewed RFP 0972-21-12SM, and it doesn't appear that any written narrative is required for this application. Can you please confirm whether a written narrative describing our agency and/or services is required, particularly under Section B. Background Statement?

Answer: Written narratives are no longer required. Attachment A of the solicitation certifies that your agency will provide the mandatory requirements stated in Sections C, E, F and G and all services in strict compliance with requirements, terms, and conditions of the RFP.

Thank you for your interest in providing services to Federal defendants and offenders in the Eastern District of California.

Sincerely,

Michael S. Smith
Contracts Specialist