

UNITED STATES DISTRICT COURT | EASTERN DISTRICT OF CALIFORNIA

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July 3, 2024

Program Administrators
All Service Providers and
Potential Offerors

**RE: QUESTIONS & ANSWERS
 FY-2025 SOLICITATIONS**

The purpose of this posting is to answer questions received, regarding **Fiscal Year 2025 Solicitations** by the Eastern District of California. Questions will be accepted through Tuesday, July 16, 2024. The following are the questions received up until 01:30PM 07/03/2024:

Question: For contract signing purposes, how does one provide evidence of “an agent’s authority”? From the proposal “name, title, and signature of person authorized to sign the offer. Offers signed by an agent shall be accompanied by evidence of that agent’s authority, unless that evidence has been previously furnished to the issued office.”

Answer: Section K.1 lists who is Authorized Negotiators and is authorized to sign the offer and is the evidence of that agent’s authority. This can include more than one person. More than one name can be listed along with titles, telephones number, fax and emails or a separate page can be attached with other names.

Question: If one has signing authority as noted in Section K.1 are they authorized to sign as the “offeror” in attachment and all other attachments?

Answer: Yes, the person authorized in Section K.1 can sign in Section A.13 and all other attachments. If more than one person is listed in Section K.1 only one of those listed need to sign Section A.13 and sign all other attachments.

Question: Is EDCA allowing teletherapy for these contracts?

Answer: In the RFP it is listed as Telehealth and can be found under Section C – Mandatory Requirements – 13 General Requirements d. Telehealth. Telehealth is allowed on a case-by-case basis and prior approval is needed. The approval must be kept in the file.

Question: The RFP states “Offerors who are currently awarded an agreement with the USPO/USPSO agency soliciting these services are not required to provide references.” Does this apply to the specific solicitation catchment areas of for any catchment area the vendor holds with the USPO/USPSO agency?

Answer: If a vendor holds a current agreement for any catchment area within the Eastern District, they will not have to provide references for any proposals submitted under the FY25 Solicitations for CAED.

Question: If a vendor holds a current BPA within the Eastern District and submit a proposal for a catchment area where they are not currently providing service do they need to submit monitoring reports.

Answer: If a vendor holds a current BPA for any catchment area within the Eastern District, they will not have to provide monitoring reports for proposal submitted under the FY25 Solicitations.

Question: Regarding the medication project codes, is the vendor expected to administer and keep medications on hand for clients?

Answer: For 6040/6041 the basic of 6040 is, a qualified practitioner would prescribe the psychotropic medication and we will pick up the charges of that medication assuming there is no alternative like Medical to cover the charges. Project code 6041 is the admin fee the vendor is allowed to charge pretrial/probation for this service which is 5% of the medication. We have a local need that if the vendor does not pick up the medication for the client the location of the pharmacy needs to be easily accessible to the client.

For 6050/6051 this is a bit more complex but the basic is for 6050 the vendor’s qualified practitioner may have to administer the medication, like an injection *or* watch the client take their meds or injection. This is not a common project code we use; however, we have used it even if limited. The vendor would need to indicate if this service would be performed by a subcontractor. For 6051 the vendor’s qualified practitioner would prescribe and evaluate the efficacy of psychotropic medications. They would monitor the client while on the medication by meeting with them monthly and providing a report of their finding. They don’t need to observe them taking the medications and will not administer medications under 6051. I would direct you to Section C for a bit more details on what the requirements are for this project code as well as the others.

For any of these if a subcontractor will be used this would need to be indicated on the proposal. I will address subcontractors at the bidders’ conference on Tuesday. Someone from the DATS team will be at the conference as well and can answer more questions, but we will mostly direct back to Section C.

IMPORTANT REMINDER

Bidders' Conference to be held via Zoom Tuesday, July 9, 2024, at 3PM. See the Solicitation page for Zoom information [Solicitations | Eastern District of California \(uscourts.gov\)](#).

Proposals are due by 3PM Wednesday July 24, 2024.

Thank you for your interest in providing services to US Pretrial and Probation in the Eastern District of California. Feel free to email me if you wish to be included in the FY26 Solicitations.

Sincerely,



Samantha Washington
Procurement Administrator