

**UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF MISSOURI
PROBATION OFFICE**

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JUNE 29, 2016

REPLY TO: EAGLETON OFFICE

Dear Vendor:

The United States District Court for the Eastern District of Missouri is soliciting proposals to provide treatment services in the following areas:

0865-17-b31D	Substance Abuse Treatment & Drug Testing Collection for Cape Girardeau County
0865-17-b32D	Substance Abuse Treatment & Drug Testing Collection for Scott County
0865-17-b33D	Substance Abuse Treatment & Drug Testing Collection for Butler County
0865-17-b34D	Substance Abuse Treatment & Drug Testing Collection for Jefferson County
0865-17-b35D	Substance Abuse Treatment & Drug Testing Collection for St. Francois County
0865-17-b36M	Mental Health Treatment for Cape Girardeau County
0865-17-b37M	Mental Health Treatment for Scott County
0865-17-b38M	Mental Health Treatment for Butler County
0865-17-b39M	Mental Health Treatment for St. Francois County
0865-17-b40M	Mental Health Treatment for Franklin and Gasconade Counties
0865-17-b41S	Sex Offender Treatment for St. Francois County

The vendor would provide treatment and testing services for male and female Federal defendants/offenders who have been ordered by the Court to participate in treatment. These individuals include persons on probation, supervised release, or parole, who are under supervision of the United States Probation Office, as well as persons on Pretrial status under the supervision of United States Pretrial Services Office.

On or about July 1, 2016, the Request for Proposals (RFPs) will be posted on the U.S. Probation Office web page at www.moep.uscourts.gov (under Probation tab, then Treatment Services tab). If the RFP is not posted by this date, please frequently check the web page for the posting. For Drug Testing Collection Providers, the Department of Labor wage determination is also available on the web page.

The RFP contains the full text of all applicable Government regulations, and all offerors are subject to the provisions contained in the RFP. In responding to the RFP, you should answer each item and supply all information requested.

Section "L" provides specific directions for potential vendors in completing the proposal. The offeror should fully read Section "L" and follow the directions set forth. The minimum standards for the services listed are contained in the Clauses and Terms of Agreement, and all proposals will be evaluated by the criterion explained in Section "M." Note if you intend to subcontract any services, instructions are included in Section "L" the offeror should follow.

If you are unable to access the web site, or if you have difficulty printing the RFP, please contact Kristie Milam at (573) 331-8968, and a copy will be mailed to you.

If you have any questions regarding the RFP, please submit your questions, no later than Friday, July 22, 2016, at 4:00 p.m, **via e-mail** to Kenneth.Lawrence@moep.uscourts.gov and Nicole.Vernier-Gelven@moep.uscourts.gov. You may NOT call with ANY questions regarding the RFP, regardless how minor the question. All responses will be returned via e-mail, as well as all questions and responses posted on the web site under "BPA Questions and Answers." All responses will be posted by 5:00 p.m. on Wednesday, July 27, 2016. Therefore, please check the web site occasionally while working on the RFP, and prior to submitting the RFP, for any clarification issues.

Proposals will be awarded on the basis of initial offers submitted, and each initial offer should contain your organization's best terms from a cost and technical standpoint. There will be no additional opportunity to modify your proposal.

Please read the RFP carefully; do not rely on knowledge of previous RFPs , or knowledge or previous Federal procurement procedures. *As a reminder, the vendor must have a site within the catchment area, which will be evaluated during an on-site visit.* Note: a catchment area may consist of multiple counties/zip codes, in which case the vendor must have a site within at least one of the counties/zip codes identified in that catchment area.

The estimated monthly quantity listed in Section "B" of the RFP is the estimate of the services to be provided during the terms of this agreement. **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 a single vendor.

The term for this Blanket Purchase Agreement is twelve (12) months, with a provision that shall allow the Government to unilaterally extend the agreement for an additional two (2) years, at two (2) twelve (12) month intervals, at the Government's discretion.

A vendor must be capable of providing **all** services identified in Section "B," including local services identified at the end of Section C, and within at least one site located within the geographic area identified in Section "B."

For all proposals, an original and one (1) copy must be received in the U.S. Probation Office, 111 S. 10th Street, Ste. 2.325, St. Louis, Missouri 63102, no later than 3:00 p.m. on Wednesday, August 3, 2016. The vendor should *not* submit the proposal in a binder or with any form of binding.

All copies must be originally signed. A copy of the Blanket Purchase Agreement, Clauses and Terms of Agreement, should be retained by the vendor for their files.

Although the vendor should direct questions directly to the aforementioned e-mail address, if other problems arise, you may contact Kenneth Lawrence at (573) 331-8971.