

UNITED STATES PROBATION AND PRETRIAL SERVICES OFFICE
SOUTHERN DISTRICT OF ILLINOIS

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CHIEF U.S. PROBATION OFFICER



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REPLY TO: **BENTON**

June 19, 2019

RE: REQUEST FOR PROPOSALS

Dear Vendor:

The United States Probation Office for the Southern District of Illinois is soliciting proposals to provide counseling for substance abuse, mental health, co-occurring/dual disorder, and sex offender treatment services. In addition, you will find residential services, provisional shelter, and cognitive-behavioral therapy for male and female federal defendants and persons under supervision.

These individuals include persons on probation, supervised release, pretrial, or parole, who are under the supervision of the United States Probation Office.

If you are interested in providing these services for the U.S. Courts, please visit our website on or about July 1, 2019, to review the Request for Proposals (RFP). The Request for Proposals will be posted on the U.S. Probation Office web page at www.ilsp.uscourts.gov. Once on the website, click the Treatment Services link for the FY 2020 Information. Under that link, you will find the Request for Proposals (RFP). 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 fully each item and supply all information requested. Section "L" provides specific directions for potential vendors in completing their proposals. All proposals will be evaluated by the criteria identified in Section "M."

Proposals will be awarded on the basis of initial offers submitted, and each initial offer should contain your organization's best terms from a price 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 of previous federal procurement procedures. Please send questions relative to the solicitation to Stephanie Sherman or Reginald Box, Jr., by July 29, 2019, by 4:30 p.m. via email to Stephanie.Sherman@ilsp.uscourts.gov or Reginald.Box@ilsp.uscourts.gov. All responses will be posted on the website under BPA Questions and Answers. Please check the website for updated information prior to submitting the Request for Proposals.

The estimated monthly quantity listed in Section “B” of the RFP is the estimate of the services to be provided during the term 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 to a single vendor.

The term for this Blanket Purchase Agreement is 12 months, with a provision that shall allow the Government to unilaterally extend the agreement for an additional two years, at the Government’s discretion.

A vendor must be capable of providing all services identified in Section “B,” and within the geographic area identified in Section “B.” A vendor must have a site within the catchment area, which will be evaluated during an on-site visit.

For all proposals, an original and one (1) copy must be received no later **than August 1, 2019, by 4:30 p.m.** at the U.S. Probation Office at either 650 Missouri Avenue, Room 103, East St. Louis, Illinois 62201, or 302 West Main, Suite 2C, Benton, Illinois 62812.

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. **Please do not submit proposals in binders or notebooks.**

Sincerely,



Stephanie Sherman
Contracting Officer

SLS/jw