

United States District Court

Southern District of Alabama

U.S. Probation Office



Jennifer Childress
Chief U.S. Probation Officer

201 St. Michael St., 2nd Floor
Mobile, Alabama 36602
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June 14, 2016

RE: 2017 Fiscal
Request of Proposals

The United States Probation Office for the Southern District of Alabama is soliciting proposals to provide mental health treatment, substance abuse treatment, sex offender treatment, and polygraph services for male and female federal defendant and/or offenders who are drug dependent, alcohol dependent, and/or suffering from a psychiatric disorder.

These individuals include persons on probation, supervised release, or parole, who 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 release status under the supervision of the United State Pretrial Services Office.

Several Requests for Proposals (RFP) have been posted on our website. The RFP contains the full context 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 the 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 for 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 of previous federal procurement procedures.

The estimated monthly quantities 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 a Blanket Purchase Agreement is 12 months, with a provision that shall allow the Government to unilaterally extend the agreement for an additional 2 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" at the time of proposal as potential staff has to be submitted as part of your proposal.

For all proposals, an original and one copy must be received at the U.S. Probation Office located at 201 Saint Michael Street, 2nd Floor, Mobile, AL 36602 no later than August 4, 2016, at 4:30 p.m.

All copies must be originally signed. A copy of the BPA/Noncompetitive Purchase Order (NCPO), Clauses and Terms of Agreement, should be retained by the vendor for their files. **Please do not submit proposals in binders or notebooks.**

Sincerely,

Brandie A. Broome
Drug and Alcohol Treatment Specialist/
Contracting Officer
U.S. Probation Office