

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

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THE GATEWAY BUILDING
201 PENN STREET, 1ST FL
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610-320-5253
FAX: 484-878-6325

June 3, 2024

Dear Offeror:

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

0313-25-DR01-Substance Use Treatment for Central, South, and West Philadelphia
0313-25-MH01-Mental Health Treatment for Central, South, and West Philadelphia
0313-25-SO01-Sex Offense Treatment for Central, South and West Philadelphia
0313-25-DR02-Substance Use Treatment for North and Northeast Philadelphia
0313-25-MH02-Mental Health Treatment for North and Northeast Philadelphia
0313-25-MH03-Mental Health Treatment for Bucks County
0313-25-DR04-Substance Use Treatment for Berks County
0313-25-MH04-Mental Health Treatment for Berks County
0313-25-SO04-Sex Offense Treatment for Berks County
0313-25-DR05-Substance Use Treatment for Lehigh County
0313-25-MH05-Mental Health Treatment for Lehigh County
0313-25-SO05-Sex Offense Treatment for Lehigh County
0313-25-MMD08-Inpatient Medical Detoxification for Eastern District of PA
0313-25-RSUD08-Short-Term Residential for Substance Use Disorder for Eastern District of PA
0313-25-RCOD08-Short-Term Residential for Co-Occurring Disorders for Eastern District of PA

The offeror would provide services for male and female federal defendants/persons under supervision 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.

Request for Proposals (RFPs) can be found on our website at www.paep.uscourts.gov, select Treatment Services then Solicitation. 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 offerors 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. 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 have any questions regarding the RFP, please submit your questions in writing to: [Valerie Riedel@paep.uscourts.gov](mailto:Valerie.Riedel@paep.uscourts.gov) or [Melanie Fields@paep.uscourts.gov](mailto:Melanie.Fields@paep.uscourts.gov).

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 of previous Federal procurement procedures. *As a reminder, the offeror must have a site within the catchment area (unless otherwise indicated in the RFP), which will be evaluated during an on-site visit. Note: a catchment area may consist of multiple counties/zip codes, in which case the offeror must have a site within at least one of the counties/zip codes identified in that catchment area.*

An offeror must be capable of providing **all** services identified in Section “B,” including local services identified at the end of Section C and must have a site located within the geographic area identified in Section “B.” If the offeror is unable to provide a service identified in Section B and does not identify/subcontract with someone to provide the service, the offeror will be technically unacceptable.

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 offerors, the Government reserves the right to award a single offeror.

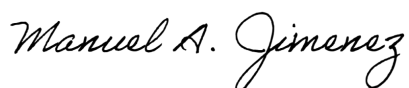
The term for this Blanket Purchase Agreement is twelve (12) months, with a provision that shall allow the Government to unilaterally extend the agreement for an additional four (4) years, at four (4) twelve (12) month intervals, at the Government’s discretion.

Proposals are due by July 19, 2024, by 4:00 pm. Proposals shall be e-mailed to **PAEP RFP@PAEP.USCOURTS.GOV**. All e-mail submissions must reference in the subject line, the Solicitation number indicated in Section A, Block 1 of the Solicitation/Offer/Acceptance. Hard copies will not be accepted, unless otherwise noted. It is the responsibility of the offeror to confirm the government’s receipt of the proposal.

All proposals must be signed by a representative authorized to commit the offeror to contractual obligations. The Signature can be electronic or physical.

A copy of the Blanket Purchase Agreement, Clauses, and Terms of Agreement should be retained by the offeror for their files.

Sincerely,



Manuel A. Jimenez, Chief
U.S. Probation Officer/Contracting Officer