

UNITED STATES PROBATION AND PRETRIAL SERVICES OFFICE

DISTRICT OF NORTH DAKOTA

William J. Mooney
Chief U.S. Probation Officer

Michael P. McGrath, PhD
Deputy Chief U.S. Probation Officer



102 North 4th Street, Suite 224
Grand Forks, ND 58203
Tel. (701) 297-7227
Fax (701) 297-7225

June 27, 2024

TO ALL INTERESTED VENDORS:

For fiscal year 2025 (beginning October 1, 2024), the United States Probation & Pretrial Services Office for the District of North Dakota will be conducting a competitive solicitation for services in the following categories:

**OUTPATIENT CHEMICAL DEPENDENCY
OUTPATIENT MENTAL HEALTH TREATMENT
SHORT-TERM RESIDENTIAL PLACEMENT (CHEMICAL DEPENDENCY TREATMENT)
ALTERNATIVE TO DETENTION (PRETRIAL NON-TREATMENT)
OUTPATIENT SEX OFFENDER TREATMENT
POLYGRAPH
URINE COLLECTION**

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 with the United States Probation Office, as well as persons on Pretrial status under the supervision of the United States Pretrial Services Office.

Request for Proposals (RFPs) can be found on our website at www.ndp.uscourts.gov Under the Client Treatment/Solicitations tab, you will find all Requests for Proposals divided out into the above-mentioned categories. 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 requested information. **Important: If you are interested in providing services in more than one catchment area and/or category, a separate Request for Proposal response must be submitted for each area/category.**

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 that the offeror should follow.

If you have any questions regarding the RFP, please submit your questions in writing to Karrie_Azure@ndp.uscourts.gov

Change for Safer Communities

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 offeror must have a physical 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 physical 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 physical 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 start date of October 1, 2024, 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 25, 2024 @ 4:00 p.m. Proposals shall be emailed in PDF format to Karrie_Azure@ndp.uscourts.gov, unless otherwise indicated. All email submissions must reference in the subject line, the Solicitation Number indicated in Section A, Block 1 of the Solicitation/Offer/Acceptance. 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. Electronic signatures are accepted.

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

Sincerely,

/s/ Kathy Knudson Stout

Kathy Knudson Stout
Contracting Officer