



United States District Court
Central District of California
Office of the Clerk

Jeffrey S. Thomason
Acting Chief Probation and Pretrial Services Officer
255 East Temple Street, Suite 1410
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350 West 1st Street, Suite 4311
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Chief Deputy of Administration
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Los Angeles, CA 90012

Sara Tse Soo Hoo
Chief Deputy of Operations
255 East Temple Street, Suite TS-134
Los Angeles, CA 90012

July 15, 2021

Re: **REQUEST FOR PROPOSALS**
Substance Use, Mental Health and
Sex Offender Services for U. S. District
Court, Probation and Pretrial Services Office
Central District of California

Dear Program Administrator:

The United States District Court for the Central District of California is soliciting proposals to provide substance use, mental health and sex offender treatment services for male and female Federal defendants and offenders.

These individuals include persons on probation, supervised release, or parole, as well as persons on pretrial release, under the supervision of the United States Probation and Pretrial Services Office.

Enclosed is a Request for Proposal (RFP). 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, answer fully each item and supply all information requested.

Section "L" provides specific directions for completing the proposals. All proposals will be evaluated by the criteria in Section "M".

A vendor must be capable of providing all services identified in Section "B", within the geographical area identified in Section "B". Descriptions of these services are in Section "C".

Eastern Division
3470 Twelfth Street, Room 134
Riverside, CA 92501

Southern Division
411 West Fourth Street, Suite 1053
Santa Ana, CA 92701

Additional Instructions for Specific Sections (See Section “L” for complete instructions)

Section A: All copies must have an original signature. Include a fax number and email address in block 13 of Section “A”.

Section K: Include the names of all personnel authorized to sign invoices.

Blanket Purchase Agreements (BPA) will be awarded based on 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 note that for drug testing, the analysis and most supplies will be paid for by the Government.

Refractometers and breathalyzers must be purchased by vendors.

Please read the RFP carefully; do not rely on knowledge of previous RFPs, or knowledge of previous Federal procurement procedures.

A Blanket Purchase Agreement (BPA) will be awarded to a vendor determined to be **technically acceptable**, based on the Evaluation Criteria contained in Section “M” of the RFP, and **the lowest cost to the Government**.

Although the Government may choose to enter into a BPA with multiple vendors with a solicitation area, the Government reserves the right to award to a single vendor.

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

For all proposals, an original and two copies must be received no later than 12:00 PM, on Monday, August 16, 2021, at United States District Court, 255 E. Temple Street, Suite 1100, Los Angeles, California, 90012.

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.**

Once the RFP has been mailed to offerors, any questions to the contracting agency must be prepared in writing and directed to Richard Hwang Supervisory Probation & Pretrial Officer – Treatment Services Coordinator and received no later than August 5, 2021. **Offerors must reference the applicable solicitation number on the email.**

A bidder's conference will take place on **Thursday, August 5, 2021 at 10:00 AM**. To register for the conference, please use the link below.

https://cacd-uscourts.zoomgov.com/webinar/register/WN_kGcqYDVQTiKbiZQT71WMxQ

Thank you for your interest in providing services to Federal defendants and offenders in the Central District of California.

Sincerely,

Jeffrey Thomason
Acting Chief Probation & Pretrial Services Officer