UNITED STATES DISTRICT COURT
DISTRICT OF HAWAII
PROBATION OFFICE

FELIX S. MATA
Chief Probation Officer

July 3, 2014

Room 2300
300 Ala Moana Blvd.
Honolulu, Hawaii 96850
Tel. (808) 541-1283
FAX (808) 541-1345

RE: REQUEST FOR PROPOSALS

Dear Program Administrator:

The United States Probation Office for the District of Hawaii is soliciting proposals to provide treatment services for male and female offenders who are drug dependent, alcohol dependent, and/or suffering from a psychiatric disorder. The following is a list of service(s) we are soliciting:

Substance abuse outpatient treatment on the West side of the island of Oahu (0975-15-DAP-01W)

Drug detection testing and substance abuse outpatient treatment on the island of Kauai (0975-15-DAP-02)

Drug detection testing and substance abuse outpatient treatment on the West side of the Big Island of Hawaii (0975-15-DAP-05)

Drug detection testing on the East side of Oahu (0975-15-UA-02E)

Drug detection testing on the Windward side of Oahu (0975-15-UA-03WW)

Short-Term Residential substance abuse treatment on Oahu (0975-15-RES-01)

Short-Term Residential substance abuse treatment for co-occurring disorders on Oahu (0975-15-RES-02)

Mental health treatment on the island of Oahu (0975-15-MH-01)

Sex offender treatment (evaluation and visual reaction time) on Oahu (0975-15-SOT-01A)

Sex offender treatment (counseling) on Oahu (0975-15SOT-01C)

These individuals include persons on probation, supervised release, or parole, who are under supervision of the United States Probation Office. This group may 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 status under the supervision of the United States Pretrial Services.

The Request For Proposal (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. The

minimum standards for the services listed are contained in the Clauses and Terms of Agreement, and all proposals will be evaluated by the criterion laid out 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 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 quantity (EMQ) 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 twelve (12) months, with a provision that shall allow the Government to unilaterally extend the agreement for an additional two (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."

All questions regarding the RFP must be submitted in writing to the U.S. Probation Office by July 14, 2014 to Lisa K.T. Jicha via fax number (808) 541-1345 or email address POLJicha@hip.uscourts.gov. Responses will be sent out to all vendors who requested an RFP by July 21, 2014.

The RFP is accessible for download online at www.hid.uscourts.gov. Refer to the Treatment Services section under the U.S. Probation Office link. If you are unable to download the RFP, please contact Lisa K.T. Jicha at (808) 541-1315 for a copy.

For all proposals, an original and one (1) copy must be received no later than 4:00 p.m. on August 4, 2014, at 300 Ala Moana Blvd., Room 2300, Honolulu, Hawaii 96850. **Please do not resubmit a blank copy of the RFP** with the proposal.

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**.

In your review of the RFP requirements, if applicable, please note the **Local Needs section** for the modification to the Description/Statement of Work.

Please note that federal clients are to receive priority placement in the treatment programs and a contractor's ability to discharge a federal client without the involvement of the Probation or Pretrial Services Officer is limited.

Sincerely,

Lisa K.T. Jicha
Senior U.S. Probation Officer

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