

BIDDER'S CONFERENCE
United States Probation Department
Eastern District of Michigan
Theodore Levin U.S. Courthouse
Detroit, Michigan

Wednesday, July 20, 2016
10:00 a.m., Room 129

- I. Welcome - Lisa Marie Lenart, Deputy Chief U.S. Probation Officer, Contracting Officer
 - A. Purpose of Meeting
 - 1) Explanation of RFP
 - 2) Criteria - technically acceptable, lowest bid, responsible by govt. standard
 - 3) Detailed and Specific
 - B. Introduction of Contracting Staff and Pretrial Services Officers
- II. General Overview of RFP
 - Section A - (Smith)
 - Section B - Supplies or Services and Offeror's Prices (Smith)
 - Section C - Description/Statement of Work (Smith)
 - Section D - Packaging and Marking (Smith)
 - Section E - Inspection and Acceptance (Smith)
 - Section F - Deliveries or Performance (Smith)
 - Section G - Agreement Administration Data (Smith)
 - Section H - Special Agreement Requirements (Smith)
 - Section I - Required Clauses (Smith)
 - Section J - List of Attachments (Crova)
 - Section K - Representations, Certifications, and Other Statements of Offerors or Quoters (Smith)
 - Section L - Instructions, Conditions, and Notice to Offerors (Lenart)
 - Section M - Evaluation Factors for Award (Lenart)
- III. Notable changes from last solicitation cycle (Lenart)
- IV. Overview of PCRA/Risk Levels) (Wilkerson)
- V. Pretrial Information (Riehs)
- VI. Follow-up Questions/Answers will be posted on the Internet site.
- VII. Deadline reminder for submission of bidder proposals: Monday, August 12, 2016 by 3:00 p.m.