

UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF MICHIGAN
PROBATION OFFICE

ANTHONY J. MEROLLA
CHIEF PROBATION OFFICER

U.S. COURTHOUSE
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REPLY TO: DETROIT

THEODORE LEVIN UNITED STATES COURTHOUSE
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AND U.S. COURTHOUSE
600 CHURCH STREET
FLINT, MI 48502-1214
(810) 341-7860

March 23, 2023

RE: REQUEST FOR PROPOSALS

Dear Program Administrator:

The United States District Court for the Eastern District of Michigan is soliciting proposals to provide sex offender treatment for their federal population in the following counties: Cheboygan, Presque Isle, Otsego, Montmorency, Alpena, Crawford, Oscoda, Alcona, Roscommon, Ogemaw, Iosco, Clare, Gladwin, Arenac, Isabella, Midland, Bay, Tuscola, Huron, Sanilac, Gratiot, and Saginaw..

These individuals include persons on probation, supervised release, or parole, who are under supervision of the United States Probation Department. This group may also include offenders who are residing in residential re-entry centers, as well as persons on pretrial status under the supervision of the United States Pretrial Services Agency.

To obtain the Request for Proposal (RFP), on or after March 23, 2023, please go to www.miep.uscourts.gov and click on the link, "RFPs." Then select and print the geographic area you would like to submit a proposal for consideration.

The RFP contains the full text of all applicable government regulations, and all offerers 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.

Program Administrator
March 23, 2023
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Please read the RFP carefully; do not rely on knowledge of previous RFPs or knowledge of previous Federal procurement procedures.

The estimated monthly quantity 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 12 months, with a provision that shall allow the government to unilaterally extend the agreement for an additional two years, at two 12-month intervals, 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.”

For all proposals, an original and two (2) copies must be received no later than **3:00 p.m. on April 10, 2023, at United States Probation Department, 231 W. Lafayette, 9th Floor, Detroit, Michigan 48226.** If you have any questions you can email Christina Wilkerson, Warren Henson, Christopher Machak, or Matthew Romeo at Christina_Wilkerson@miep.uscourts.gov; Warren_Henson@miep.uscourts.gov; Christopher_Machak@miep.uscourts.gov; or Matthew_Romeo@miep.uscourts.gov.

All copies must be originally signed in blue ink. 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.**

Sincerely,

s/Christina Wilkerson
Christina Wilkerson
Supervising U. S. Probation Officer
Contracting Officer