

UNITED STATES DISTRICT COURT  
OFFICE OF THE PROBATION OFFICER  
District of Rhode Island

JOHN G. MARSHALL  
Chief Probation Officer

KRISTIN ANN MATTIAS  
Deputy Chief Probation Officer



2 Exchange Terrace - 3rd Floor  
Providence, RI 02903  
TEL.: (401) 752-7300  
FAX: (401) 752-7399

June 7, 2024

Re: Request for Proposals

To Whom It May Concern:

The United States Probation Office for District of Rhode Island is soliciting proposals to provide treatment services in Newport, Kent, Washington, Bristol, and Providence Counties.

0103-25-01 SU	Substance Use Treatment
0103-25-02 MH	Mental Health Treatment
0103-25-03 SO	Sex Offender Treatment
0103-25-04 NC	Newport County (Mental Health and Substance Use Treatment)
0103-25-05 IPW	Inpatient Treatment (Substance Use Women's)
0103-25-06 IPM	Inpatient Treatment (Substance Use Men's)
0103-25-07 MRT	Manualized Treatment

The offeror would provide services for male and female 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 of the United States Probation Office, as well as persons on Pretrial Services supervision.

Request for Proposals (RFPs) can be found on [www.rip.uscourts.gov](http://www.rip.uscourts.gov). 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 information requested.

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 the offeror should follow.

**All questions regarding RFP's must be received by June 20, 2024, in writing to [RIPml.Treatment@rip.uscourts.gov](mailto:RIPml.Treatment@rip.uscourts.gov). All questions and answers that are received will be posted on our agency website.**

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.**

It should be noted, the offeror submitting to the substance use treatment proposal are not required to maintain a call-in phone system for the urine collection, as this will be operated by the United States Probation Office. It should be noted the district utilizes an on-site laboratory that will conduct testing of urine samples collected.

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 12, 2024, at 5:00 PM.** Proposals shall be emailed in pdf format to [RIPml\\_Treatment@rip.uscourts.gov](mailto:RIPml_Treatment@rip.uscourts.gov). All email submissions must reference in the subject line, the Solicitation number indicated in Section A, Block 1 of the Solicitation/Offer/Acceptance. Hard copies will not be accepted, unless otherwise noted. 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,



Christina Woishnis  
Contracting Officer