

UNITED STATES PROBATION OFFICE NORTHERN DISTRICT OF IOWA

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June 30, 2015

REPLY TO: *SIoux CITY*

Dear Vendor:

The United States Probation Office for the Northern District of Iowa is soliciting proposals to provide substance abuse treatment services and urine/sweat patch collection in the following areas:

Substance Abuse Treatment

0862-16-11 - Cedar Rapids, Iowa area
0862-16-33 - Dubuque, Iowa area
0862-16-44 - Waterloo, Iowa area
0862-16-55 - Fort Dodge, Iowa area
0862-16-66 - Spencer, Iowa area
0862-16-77 - Mason City, Iowa area

The vendor would provide individual and group substance abuse treatment for male and female Federal offenders and defendants who have been ordered by the Court to participate. These individuals include persons on pretrial, probation, supervised release, or parole who are under supervision of the United States Probation Office. Please note it is the United States Probation Office's intention to implement Thinking for a Change groups (2022) in each of our substance abuse agencies.

Urine and/or Sweat patch collection

0862-16-01 - Cedar Rapids, Iowa area
0862-16-02 - Sioux City, Iowa area
0862-16-03 - Dubuque, Iowa area
0862-16-04 - Waterloo, Iowa area
0862-16-05 - Fort Dodge, Iowa area
0862-16-07 - Mason City, Iowa area
0862-16-08 - West Union, Iowa area

The vendor would provide urine collection and sweat patch collection for male and female Federal offenders and defendants who have been ordered by the Court to participate. These individuals include persons on pretrial, probation, supervised release, or parole, who are under supervision of the United States Probation Office. Urine collection supplies, sweat patch supplies, and shipping supplies will be provided by the United States Probation Office.

On **July 13, 2015**, the Request for Proposal (RFP) will be posted on the U.S. District Court for the Northern District of Iowa web page at <http://www.iand.uscourts.gov>. Please click on the “Probation Office” link on the lefthand side of the Court’s home page. The RFPs contain the full text of all applicable Government regulations, and all offerors are subject to the provisions contained in the RFP in your areas. In responding to the RFP, you should answer each item and supply all information requested. Section “L” provides specific directions for potential vendors in completing the proposal. 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 explained in Section “M.”

If you are unable to access the web site, or if you have difficulty printing the RFP, please contact **Kelly Kuehl at 712-233-3873**, and a copy will be mailed to you.

There will also be a link on the web page for RFP clarifications. This link will only be used in the event an error is found within an RFP, or if a vendor seeks clarification on an issue. If you have any questions regarding the RFP, please submit your questions via e-mail to kelly_kuehl@ianp.uscourts.gov. All responses will be returned via e-mail, as well as all questions and responses posted on the clarification portion of the web page. Therefore, please check the web site occasionally while working on the RFP, and prior to submitting the RFP, for any clarification issues. Please note Section L of the Proposal may clarify questions as well. **If you have any questions, please contact Kelly Kuehl at 712-233-3873.**

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.

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.**

Although the Government may choose to enter into a Blanket Purchase Agreement with multiple vendors, the Government reserves the right to award 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 two (2) twelve (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 in the U.S. Probation Office, 320 6th Street, Room 200, Sioux City, Iowa, 51101, no later than close of business on August 17, 2015 (4:30 p.m.).

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.

Sincerely,



John Zielke
Chief U.S. Probation Officer