

UNITED STATES DISTRICT COURT
WESTERN DISTRICT OF MICHIGAN
PROBATION AND PRETRIAL SERVICES OFFICE

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Lansing, MI 48933
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REBECCA A. HOWELL
CHIEF U.S. PROBATION OFFICER

101 Federal Building
110 Michigan Ave., NW
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410 W. Michigan Ave.
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REPLY TO: Grand Rapids

100 N. Front St., Ste. 202
PO Box 906
Marquette, MI 49855
TX: (906) 228-7432
Fax: (906) 228-5514

March 21, 2016

**RE: Blanket Purchase Agreement
0646-16-RS01
Short-Term Residential Treatment
Western District of Michigan for FY 2016**

Dear Program Administrator:

The United States District Court for the Western District of Michigan is soliciting a Blanket Purchase Agreement to provide treatment for Federal offenders/defendants who are in need of short-term residential treatment. These individuals include persons who are under the supervision of the United States Probation/Pretrial Services Office. A vendor must be capable of providing services within a geographic area encompassing the Upper Peninsula of Michigan. Please list the sites where these services will be provided.

The RFP contains the full text of all applicable Government regulations, and all offerors are subject to the provisions contained in the RFP. 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 extend the agreement for an additional 2 years. Please list prices for the services your agency will provide.

In responding to the RFP, you should answer fully each item and supply all information requested. Section "L" provides specific directions for completing your proposal. Please note, copies of licenses and credentials must be provided. Please include a list of three references on Attachment D with the proposal, as described on Page L-4.

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.

All questions or clarifications should be submitted via e-mail to my attention at:

Sheryl_Fett@miwp.uscourts.gov

Responses to questions will be posted on our website (<http://www.miwp.uscourts.gov/solicitations>) under the Frequently Asked Questions section for all to view. Please check the website frequently for these updates. All questions must be submitted by 2:00pm on Monday, April 18, 2016. No further questions or clarifications will be answered after this date.

The document must have an original signature on the Solicitation/Offer/Acceptance Section A. A copy of the complete Blanket Purchase Agreement, Clauses and Terms of Agreement, should be retained by your agency for your files. Please do not submit proposals in binders or notebooks.

For all proposals, one (1) original and one (1) copy of Sections A, B and E-4 & 5 should be received by April 20, 2016 at 4:00 p.m., at the United States Probation/Pretrial Services Office, 110 Michigan N.W., Room 101, Grand Rapids, Michigan 49503, Attn: Sheryl R. Fett, DATS.

Sincerely,

Sheryl R. Fett
Drug and Alcohol Treatment Specialist