



**UNITED STATES DISTRICT COURT  
DISTRICT OF SOUTH DAKOTA  
PROBATION & PRETRIAL SERVICES OFFICE**

John E. Bentley  
Chief Probation & Pretrial Services Officer

314 S. Main Ave., Suite 100  
Sioux Falls, SD 57104-6474  
(605) 977-8900

July 10, 2017

Re: FISCAL YEAR 2018 SOLICITATIONS  
Request for Proposals

Dear Vendor:

The U.S. Probation Office for the District of South Dakota is soliciting proposals to provide treatment services for male and female defendants and persons under supervision in this district. Required services may include urine collection, counseling, outpatient and inpatient detoxification, medication, short and long term residential placement, transportation, and therapy.

Interested vendors must respond on time and clearly show that (1) they can provide services, (2) such services will be provided by certified, licensed professionals with experience in such treatment, and (3) prices of such treatment shall be as low as or lower than those charged the vendor's most favored customer for comparable quantities under similar terms and conditions.

If you are interested in completing a Request for Proposal (RFP) please go to the following website: <http://www.sdp.uscourts.gov/treatmentservices>. If you do not have Internet access, please contact me at 605-977-8958.

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 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.

**Please read the RFP carefully; do not rely on knowledge of previous RFPs, or knowledge of previous Federal procurement procedures.** Questions regarding the requirements of the RFP must be made in writing to me at [Colleen\\_Schulte@sdd.uscourts.gov](mailto:Colleen_Schulte@sdd.uscourts.gov) prior to July 21, 2017. Answers to all questions submitted will be addressed to all prospective bidders and posted to our agency website promptly. Any vendors without Internet access will be faxed a copy of all questions and answers.

A vendor must be capable of providing all services identified in Section "B," and within the geographic area identified in Section "B." **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 a 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. The term for a Competitive Purchase Order is twelve (12) months.

For all proposals, an original must be received no later than 5:00 p.m. CST on August 4, 2017, to the attention of Colleen Schulte, Administrative Services Specialist, 314 S. Main Ave., Suite 100, Sioux Falls, SD, 57104.

All proposals must have an original signature. Please retain a copy of the Blanket Purchase Agreement or Competitive Purchase Order, Clauses and Terms of Agreement, for your own file. Pursuant to Section L of the RFP, please only submit required documents.

Prior to award, all vendors must be registered with SAM (System Awards Management) by October 1, 2017. Instructions regarding registration may be found at <http://sdd-admin.idc.ao.dcn/court-financial-management-system-upgrade>

Please feel free to contact me if you have any questions or concerns at (605) 977-8958.

Respectfully,

Colleen Schulte  
Administrative Services Specialist