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UNITED STATES DISTRICT COURT

EASTERN DISTRICT OF TEXAS
PROBATION AND PRETRIAL SERVICES

May 15, 2023

Reply to:

104 NORTH THIRD ST.
ROOM 110
LUFKIN, TX 75901
(936) 632-9004
FAX: (936) 632-9806

Dear Service Providers,

RE: FY-2024 Market Research

The United States Probation Office, Eastern District of Texas, is conducting market research to determine the availability of treatment services in several catchment areas. We intend to procure treatment services for adult federal defendants and persons under supervision for Fiscal Year 2024, which begins on October 1, 2023.

During this stage of the solicitation process, our office is notifying as many treatment providers as possible of our intent to seek services. Conducting this market research, however, does not obligate the United States Probation Office to solicit for any services. Likewise, responding to this survey does not obligate your agency to participate in a solicitation.

We will post a Request for Proposal (RFP) for each of the areas indicated below on our agency website on June 27, 2023.

SOLICITATION INFORMATION

For this solicitation cycle we will issue the following Requests for Proposals (RFPs). The RFP's will be posted on our agency website on June 27, 2023.

<u>CATCHMENT AREA</u>	<u>SERVICES</u>
Beaumont, Texas	Psychiatric Evaluation/Medication Monitoring
Denton, Texas	Substance Use Counseling Urine Collection/Testing - Non-Instrumented Drug Testing Devices
Grayson County, Texas	Urine Collection/Testing - Non-Instrumented Drug Testing Devices
Grayson County, Texas	Mental Health Counseling Integrated Treatment Services for Co-Occurring Disorders Substance Use Counseling
Longview, Texas	Mental Health Counseling Integrated Treatment Services for Co-Occurring Disorders
Lufkin, Texas	Substance Use Counseling Urine Collection/Testing - Non-Instrumented Drug Testing Devices
Mount Pleasant, Texas	Urine Collection/Testing - Non-Instrumented Drug Testing Devices
Orange, Texas	Mental Health Counseling Integrated Treatment Services for Co-Occurring Disorders Substance Use Counseling Urine Collection/Testing - Non-Instrumented Drug Testing Devices
Paris, Texas	Urine Collection/Testing - Non-Instrumented Drug Testing Devices

Texarkana, Texas and Texarkana, Arkansas	Mental Health Counseling Integrated Treatment Services for Co-Occurring Disorders Substance Use Counseling Urine Collection/Testing - Non-Instrumented Drug Testing Devices
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VENDOR REGISTRATION (PLEASE READ CAREFULLY)

If you are interested in participating in a solicitation, we strongly encourage you to “click” on the link below to register your official information with us. By doing so, this will ensure that you are notified once the RFP’s have been posted. If you encounter any problems with the link, please send us an email at txepml_treatment_services_team@txep.uscourts.gov letting us know the name of your business/organization; physical/mailling address; telephone numbers; primary/secondary contact person; primary/secondary email that you would like us to use when emailing you information about the RFP’s; and, the RFP’s that you would like to receive by email. You are always welcome to go to the district website on June 27, 2023, to download the RFP if that is what you decide to do.

[FY 2024 Treatment Services Vendor Registration](#)

The Request for Proposals (RFPs) will be posted on our district website on June 27, 2023. The RFP’s will be organized according to catchment area.

The district website is www.txep.uscourts.gov.

The RFPs will include a letter with a detailed set of instructions for completing and submitting RFPs. It is very important that potential vendors read the letter and instructions carefully.

It is extremely important that vendors submitting RFPs adhere to the deadlines and Section L requirements.

FY2024 Vendor Conference via Microsoft Teams

We strongly recommend that all interested vendors make plans to attend one of the conferences below via Microsoft Teams. During this conference we will give an overview of how to submit a proposal including some of the significant changes in the FY2024 Statement of Work requirements and other pertinent information. If you are unable to attend the conferences will be recorded for later viewing.

Friday, June 30, 2023 10:00 am or 1:00 pm

10:00 AM Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 262 723 042 002

Passcode: TYGS5a

[Download Teams](#) | [Join on the web](#)

Join with a video conferencing device

teams@meet.vc.uscourts.gov

Video Conference ID: 116 067 160 8

[Alternate VTC instructions](#)

Or call in (audio only)

[+1 936-304-2220,,80977384#](#) United States, Huntsville

Phone Conference ID: 809 773 84#

1:00PM Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 286 189 545 348

Passcode: s4HNbG

[Download Teams](#) | [Join on the web](#)

Join with a video conferencing device

teams@meet.vc.uscourts.gov

Video Conference ID: 116 185 566 1

[Alternate VTC instructions](#)

Or call in (audio only)

[+1 936-304-2220,,142082746#](#) United States, Huntsville

Phone Conference ID: 142 082 746#

PRE-SOLICITATION NOTICE

The Administrative Office of the United States Courts formally posted a pre-solicitation notice on May 4, 2023. A copy of this letter and the TS-PPSO-2024 notice is available on our website at www.txep.uscourts.gov and on the public bulletin boards at the US Courthouses in Lufkin, Beaumont, Sherman, Plano, Tyler, and Texarkana.

Please note that this is a notice only and does not contain an actual RFP. To make sure that you are notified once the RFPs have been posted on our district website on June 27, 2023, we encourage you to register as a vendor.

SAM.GOV

The Offeror shall register in the System for Award Management (www.sam.gov) at the time an offer is submitted. Note: if awarded, the Offeror shall maintain registration in www.sam.gov. Failure to do so could result in delay in payments. The Federal government performs many interactions with vendors through sam.gov.

- Participation in solicitations and contracts
- On **April 4, 2022**, the unique entity identifier used across the federal government changed from the DUNS Number to the Unique Entity ID (generated by SAM.gov)
- Electronic payment of vendor invoices.

OUR WEBSITE

Please visit our website at: www.txep.uscourts.gov, where you will find important treatment information specific to our agency.

TIP: You will find everything you need by clicking on the Contract Treatment Services link.

- Contact information
- Treatment forms
- FY 2024 Treatment Services announcements and information, the actual RFP's (to be posted on June 27, 2023), and a question/answer link.

If your agency desires to be removed from the market survey list, please send us an email at TXEPml_Treatment_Services_Team@txep.uscourts.gov

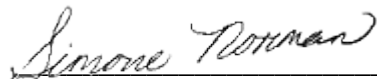
We are hopeful that your agency will consider this opportunity to participate in the upcoming solicitations. Again, our district website is www.txep.uscourts.gov. Once at the website, click on the tab that says Contract Treatment Services & Other Solicitations. This is where we will post the RFP's.

Thank you for your participation.

Respectfully,



Andrea Van Ness
Senior U.S. Probation Officer



Simone Norman
Senior U.S. Probation Officer



Wesley Basham
Senior U.S. Probation Officer