

Local Services FY 2017, 2018, 2019

Catchment Area - MIDDLE DISTRICT OF FLORIDA:

Project code 1010:

- 1) If circumstances necessitate the collection of unobserved specimens, the vendor shall contact the USPO/USPSO and the contracting officer for approval.
- 2) For those clients receiving counseling services (project codes 2010, 2021, 2022, 2030, 6010, 6030, and 6015) random urine collection days cannot coincide with pre-set counseling appointments more than 50% of the time for each client.
- 3) In the operation of the automated phone notification system for random urine collections, clients shall be assigned the following colors which coincide with the number of specimens they should provide per month: White for 6 samples per month; Green for 5 samples per month; Red for 4 samples per month; Purple for 3 samples per month; Blue for 2 samples per month; Yellow for 1 sample per month; and Black for non-collection days.

Project Codes 2010, 2011, 2021, 2022, 2030, 5011, 5030, 6000, 6010, 6030, 6015, 6050, 6051, 5012, 6012, 6022, 6032, 6091, and 7013:

- 4) The vendor shall designate specific clinicians, therapists, doctors, or qualified practitioners to provide services to federal clients. The number of designated therapists cannot exceed three (3) per site location per agreement without written request to and written permission from the contracting officer. Requests can be by letter or e-mail.
- 5) The program shall maintain an internet e:mail address for administrative communication with the USPO/USPSO, contracting officer or designee. The program designee must monitor the e-mail address at least every 48 hours, Monday through Friday, and respond to communication within this time frame.
- 6) The program shall maintain a fax line or similar device (besides e-mail and scanning) for communication with the USPO/USPSO or designee.
- 7) The vendor shall notify the USPO/USPSO and the contracting officer in writing of any staff changes within 48 hours of knowledge of the change and provide documentation of any required licensing, certification, experience and education requirements, or changes thereof. The vendor shall submit an Offeror's Staff Qualifications form (Section L - Attachment C) for each new staff member added under the agreement.

Project codes 5022 and 5023:

8) Polygraph examiner must, when asked by the officer, be able to provide the service within space and facilities provided by the USPO/USPSO at the locations of 1800 Second Street, Sarasota, Florida; 2110 First Street, Ft. Myers, Florida; 300 N. Hogan Street, Jacksonville, Florida; 401 W. Central Blvd., Orlando, Florida; 207 N.W. Second Street, Ocala, Florida, and 1970 Michigan Avenue, Cocoa, Florida, on a quarterly basis. Examiner must have mobile examination equipment available for testing. Examiners will be reimbursed for travel pursuant to project code 1401.

This requirement is not in lieu of the provisions set forth in the Request for Proposals which require the vendor (and any proposed subcontractors) to maintain an acceptable facility located within the defined catchment area.

Project Codes 5012, 6012, 6022, 6032, 6091, and 7013:

9) Therapists providing services must meet the Requirements to be a Qualified Practitioner for Completing Risk Assessments and Treatment of Sexual Offenders, Florida administrative Code 64B4-7.0081.

Project Codes 2010, 6010, and 6015:

10) It is expected that the intervention/counseling will be a format utilizing Cognitive Behavioral Therapy (CBT). Treatment Planning and progress notes must incorporate and document CBT interventions.

Project Code 6040:

11) Within 60 days of initial visit, the vendor must submit a Patient Assistance Program (PAP) application for any qualified medications for each defendant/offender.

Project Code 2001:

12) The required residential placement services will be for both males and females.

In addition to the local service requirements applicable for the entire Middle District of Florida, the following local services are required in the Ft. Myers/North Ft. Myers, Jacksonville, Orlando, Western Hillsborough County, and Winter Haven catchment areas:

Project Codes 1010, 2010, 2011, 2021, 2022, 2030, 5011, 6000, 6010, 6030, and 6015:

13) You shall have urine collection, evaluation and counseling services available weekly to accommodate clients who work varied schedules. For a program's primary office location in the catchment area, this is defined as being open to provide services four (4) days per week, at least 6 hours per day. Three (3) of the four (4) days must be weekdays. The contracting officer or designee will confirm the program's primary location.

Project Code 2022:

14) In lieu of the provision set forth in the Blanket Purchase Agreement page C-13 which indicates, "The vendor shall ensure: (1) The trained facilitator has successfully completed training for the specific manualized CBT program being utilized. The completion of such training shall be documented. A trained facilitator shall not be required to have clinical oversight," the following provision is applicable:

The manualized CBT program shall be Moral Reconciliation Therapy (MRT). Vendors are not required to have staff trained in MRT prior to award of the Blanket Purchase Agreement. The lowest priced, technically acceptable vendor will have the opportunity to become certified in MRT within 45 days post award (at the vendor's cost); however, the offeror's proposal must ensure the following:

(1) Identified staff have successfully completed the training for MRT facilitators by November 15, 2016. The completion of such training shall be documented and provided to the Contracting Officer no later than November 15, 2016. A trained facilitator shall not be required to have clinical oversight.

(2) MRT groups commence no later than December 1, 2016.

In addition to the local service requirements for the entire Middle District of Florida, the following local services are required in the Kissimmee, Orlando, and Western Hillsborough County (West of U.S. 41) catchment areas:

Project Codes 2010, 2011, 2021, 2022, 2030, 5011, 6000, 6010, 6030 and 6015:

15) All clinical services must be able to be provided fluently in both English and Spanish. The vendor will provide this service at the same site(s) as other counseling services are provided.