

Community Treatment Services 2022  
Decisional Rule Criteria -LPTA  
Youngstown, OH

**CONTINUATION OF SF-1449, BLOCK 20**

**SCHEDULE OF SUPPLIES/SERVICES for Youngstown, OH**

The contractor shall be capable of providing outpatient substance abuse, mental health, sex offender and medicated assisted treatment services to offenders confined in community-based programs. These services must be provided within a seven (7) mile radius of the Youngstown City Hall, 26 South Phelps Street, Youngstown, Ohio 44503.

This requirement will ensure the contractor is located within walking distance of public transportation, inmates are not subject to walking long distances in inclement weather, and inmate accountability is maintained.

All references to Residential Re-Entry Center (RRC) and Community Correctional Center (CCC) shall be treated equally for the purpose of this contract.

The performance period for the resulting contract will be a one-year base period (to begin upon the effective date of contract award) and four additional one-year option periods. The anticipated total contract period is five years. The anticipated performance start date is to begin on or about July 1, 2023 or as soon as is possible.

**Community Treatment Services Decisional Rule Criteria Lowest Price Technically Acceptable:**

Each quotation will be initially reviewed to determine that all document submission requirements listed under Addendum to FAR 52.212-1, Instructions to Offerors-Commercial Items, are met. By using the documentation submitted with each quotation, an initial review will also be conducted to determine whether or not it meets the minimum requirements contained in the Decisional Rule Criteria below. Any quotation not meeting this criteria may not receive any further consideration for award.

Quotes must clearly demonstrate at the time of submission, unless otherwise stated, the capability to meet the Decisional Rule Criteria below. Quotes will be rated "Acceptable" or "Unacceptable" based on the Decisional Rule Criteria. Quoters receiving an "Unacceptable" rating will be advised of their elimination from the procurement. Quoters receiving an "Acceptable" rating shall be considered for award.

1. **Staffing Requirement:** The Quoter must have key personnel to meet the solicitation requirements. The Quoter must ensure all personnel providing clinical services to Bureau offenders meet the experiential, educational, and appropriate licensure/certification as required by the state authority where the services will be rendered. [\[SOW 5.1\]](#)
  - a. Submit the Technical Personnel document that identifies the position and responsibility of all personnel proposed to meet or exceed the minimum staffing requirements of key

Community Treatment Services 2022  
Decisional Rule Criteria -LPTA  
Youngstown, OH

personnel in table 1a below. All key personnel and administrative positions must be identified on this document. [\[SOW 5.2\]](#)

- b. Submit copies of current and valid professional licenses for key personnel who will provide direct clinical services to Bureau offenders. Clinical licenses submitted must be listed in table 1b below and must correspond to the respective clinical duties performed. [\[SOW 5.4\]](#)
  - i. Staff licenses for medical staff (e.g., medical doctor, physician assistant, nurse practitioner) must meet the standards of practice established by the applicable state's professional regulatory board in the state where services will be rendered.
  - ii. If submitting a non-medical license that is not listed in table 1b, complete the Mental Health/Behavioral Health Professionals Scope of Practice Summary. Any licenses other than those listed below will be reviewed on a case-by-case basis.
  - iii. If unable to produce an original license, provide a license verification sheet with a copy of a government-issued photo identification card for the staff member.
- c. Submit the Clinical Experience document for all key personnel who will be providing direct clinical services and list total clinical experience working with a criminal justice population providing substance use disorder, mental health, or sex offender treatment services.
- d. Submit resumes for key personnel listed on the Clinical Experience document. Resumes must show documented experience working with a criminal justice population providing substance use disorder, mental health, or sex offender treatment services and must correspond to information submitted on the Clinical Experience document. Documented experience on a resume must include brief descriptions of the type of clinical services provided working with a criminal justice population. [\[SOW 5.3\]](#)
- e. Psychiatric/Medication Monitoring: Submit a Drug Enforcement Agency Controlled Substance Registration Certificate for a qualified practitioner with prescriptive authority who meets the standards of practice established by the state's professional regulatory board to provide psychiatric evaluations, medication monitoring, and if applicable, MAT services. [\[SOW 5.4.5\]](#)

**2. Operational Requirement – Cognitive Behavioral Therapy (CBT): The Quoter must demonstrate adherence to the CBT model of treatment or other evidence-based programming compatible with CBT. [\[SOW 2.2\]](#)**

- a. Submit two cognitive behavioral methods or techniques that will be used with Bureau offenders in the delivery of Community Treatment Services (CTS). Limit response to listing the methods or techniques that will be used; do not provide explanations or descriptions of the methods or techniques, unless not a widely known form of treatment. [\[SOW 2.2.1\]](#)

Community Treatment Services 2022  
Decisional Rule Criteria -LPTA  
Youngstown, OH

3. **Operational Requirement – Crisis Interventions: The Quoter must provide emergency crisis intervention assessments, when necessary. The Quoter must have the ability to provide a crisis intervention evaluation and submit a report, contract line item number (CLIN) 6000, within 24 hours of the request made by CTS staff. [SOW 4.3.9]**
  - a. Identify on the Technical Personnel document which key personnel are able to conduct a comprehensive diagnostic interview and provide the written report within 24 hours of referral for emergency crisis interventions.
  
4. **Facility Requirement – Proposed Location(s): The Quoter must provide treatment at performance sites that meet the specified restrictions, space requirements, ADA compliance guidelines, and that do not present safety risks to the community. [SOW 7.1 & 7.2.1]**
  - a. List addresses for all proposed performance sites, including subcontractors, who will provide the following services, Substance Use Disorder, Mental Health, and Sex Offender Treatment Services, and that are within: a 7 mile radius of Youngstown City Hall, located at 26 South Phelps Street, Youngstown, Ohio 44503 and within .5 mile walking distance to public transportation stops.
  - b. Submit a deed, lease, bill of sale, option or intent to lease, or option to buy in the name of the Quoter, or subcontractor, if applicable, for all addresses listed in 4a.
  - c. Provide the methods and means that will be used to ensure individual and group rooms are private and allow for confidentiality during treatment sessions. [SOW 7.1.1]
  - d. Submit an office diagram (see attached example) for each proposed performance site listed in 4a. The diagram must identify all rooms that will be used for counseling space and services, i.e., individual, group, or psychiatric treatment rooms, as well as space used for a waiting, lobby or reception area. The location of the restroom facilities should also be identified. [SOW 7.1.1]
    - i. Specify on the office diagram the number of individuals each group room can comfortably accommodate. Therapeutic group rooms must be primarily dedicated to treatment or reserved for outpatient community treatment services.
  - e. Complete and submit the attached Americans with Disabilities Act (ADA) Checklist for each proposed performance site listed in 4a. [SOW 7.1.1]
  - f. Complete and submit the attached Local Areas of Concern document for each proposed performance site listed in 4a. This document must identify the following areas of concern that are within: 500 feet This must include the same space and/or same building, of each proposed performance site, and include a plan to mitigate risk to children and other vulnerable populations:
    - i. Schools, day-care centers, playgrounds, developed or improved parks, athletic fields, churches, school bus stops, and any facilities/businesses that primarily care for/educate/entertain minors or other vulnerable populations. [SOW 7.2.1]

Community Treatment Services 2022  
Decisional Rule Criteria -LPTA  
Youngstown, OH

<b>1a. Minimum Staffing Requirements of Key Personnel</b>
Identify the following on the Technical Personnel Document:
Authorized Negotiator
Key Personnel for Substance Use Disorder Services
Key Personnel for Mental Health Services
Key Personnel for Crisis Intervention Services
Key Personnel for Psychiatric Services
Key Personnel for Sex Offender Treatment Services

<b>1b. Professional Licensing Requirements for Clinical Staff</b>	
All clinicians must be licensed or certified in the state of Ohio and must be able to practice independently, without supervision, in the state of Ohio.	
<b>Mental Health/Sex Offender/Substance Use</b>	<b>Substance Use</b>
Licensed Professional Clinical Counselor Licensed Professional Clinical Counselor- Supervisor Licensed Independent Social Worker Licensed Independent Social Worker- Supervisor Licensed Marriage and Family Therapist Psychologist	Licensed Independent Chemical Dependency Counselor

## PRICING

Prices quoted to the Government shall be as low as or lower than those charges to the supplier's most favored customer for comparable quantities under similar terms and conditions, in addition to any discounts offered for prompt payment. "Pricing will be evaluated for price reasonableness and cost realism".

Please complete the chart below with total quoted price for the base period, each option year and the total for the contract. **This pricing shall match the totals of the line item pricing listed on the SF 1449.\*\***

Community Treatment Services 2022  
Decisional Rule Criteria -LPTA  
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**\*\* It must be in typed form.**

**Total per Year Table**

Year	Total
Base Period	\$
Option Year 1	\$
Option Year 2	\$
Option Year 3	\$
Option Year 4	\$
Potential Six Month Extension	\$
Total of All Years	\$

**DELIVERIES**

In accordance with Federal Acquisition Regulation (FAR) 16.505, and the clause located in FAR 52.216-18, Ordering, states that any supplies or services to be furnished under this contract shall be ordered by issuance of task orders by a warranted Contracting Officer in the CTS Contracting Office.

**BILLING INFORMATION**

The Government will make payment on a monthly basis via Electronic Fund Transfer. Invoices with the contract number should be submitted electronically to [BOP-RSD-CRBCTS-BILL-NER@bop.gov](mailto:BOP-RSD-CRBCTS-BILL-NER@bop.gov). Contractors that are classified as a small business are required to indicate their small business size status on each invoice submitted for payment.

Community Treatment Services 2022  
Decisional Rule Criteria -LPTA  
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**AWARD WITHOUT DISCUSSIONS**

Quoters are advised an award may be made without discussions. The Contracting Officer cannot overemphasize the necessity for the **initial quotation** of a quoter to **provide the Government with complete information**, the quote must identify the quoter's best terms from a price and technical standpoint.