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|---|--|--|---------------------|---|-------------------|---------------------------------------|--|
| <b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>   |  |  | 1. CONTRACT ID CODE |   | PAGE 1 OF 4 PAGES |                                       |  |
| 2. AMENDMENT/MODIFICATION NO.<br>0001   |  | 3. EFFECTIVE DATE<br>06/18/2024                                |                     | 4. REQUISITION/PURCHASE REQ. NO.  |                   | 5. PROJECT NO. (If applicable)        |  |
| 6. ISSUED BY<br>Jennifer Walker, CUSPO<br>US Probation Office<br>101 West Broadway, Ste. 700<br>San Diego, CA 92101<br>Email RFP to: treatment_programs@casp.uscourts.gov |  | 7. ADMINISTERED BY (If other than Item 6)<br>SAME AS ISSUED BY |                     | CODE  |                   | CODE                                  |  |
| 8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)   |  |  |                     | <input checked="" type="checkbox"/> 9A. AMENDMENT OF SOLICITATION NO.<br>0974-25-SA04 |                   | 9B. DATED (SEE ITEM 11)<br>06/10/2024 |  |
|   |  |  |                     | <input checked="" type="checkbox"/> 10A. MODIFICATION OF CONTRACT/ORDER NO.           |                   | 10B. DATED (SEE ITEM 13)              |  |
|   |  |  |                     | <input type="checkbox"/>  |                   |                                       |  |
| CODE  |  | FACILITY CODE  |                     |   |                   |                                       |  |

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☒ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☒ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment your desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS.  
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

|                          |   |
|--------------------------|---|
| CHECK ONE                | A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.  |
| <input type="checkbox"/> |   |
| <input type="checkbox"/> | B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b). |
| <input type="checkbox"/> | C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:  |
| <input type="checkbox"/> | D. OTHER (Specify type of modification and authority)   |

**E. IMPORTANT:** Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

The following section of the RFP has been replaced in full: SECTION C. DESCRIPTION/STATEMENT OF WORK - MANDATORY REQUIREMENTS - Substance Use Services - Substance Use Counseling section. This constitutes the only amendment to the solicitation. Note, the due date for submission of RFPs has not changed and is still 7/22/2024.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

|   |                  |   |                                      |
|---|------------------|---|--------------------------------------|
| 15A. NAME AND TITLE OF SIGNER (Type or print)                           |                  | 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)<br><b>D. BRIAN PERKINS</b> |                                      |
| 15B. CONTRACTOR/OFFEROR<br><br>(Signature of person authorized to sign) | 15C. DATE SIGNED | 16B. UNITED STATES OF AMERICA<br><br>(Signature of Contracting Officer)               | 16C. DATE SIGNED<br><b>6/18/2024</b> |

**CHANGE FROM:**

**SECTION C. DESCRIPTION/STATEMENT OF WORK**

**MANDATORY REQUIREMENTS**

**Substance Use Services**

**«8.» Substance Use Counseling**

Counseling is a clinical interaction between defendant/person under supervision and a trained and certified/credentialed counselor that is based in current scientific research on drug use and addiction. Vendors should offer treatment that is readily accessible to reasonably accommodate defendant/person under supervision schedules. If applicable, see additional requirements under the local needs section for hours of operation.

Vendor recommendations for services shall incorporate one or more of the services referenced below (1 through 5) for each defendant/person under supervision.

The vendor shall provide:

- a. The services below (1 through 5) or any combination thereof as indicated on the Probation Form 45 for each defendant/person under supervision:

**«(1)» Treatment Readiness Group (2090)** to two (2) or more defendants/persons under supervision. This clinical service shall prepare defendants/persons under supervision for success in substance use treatment using motivational interviewing and cognitive-behavioral skill building.

**(2) Individual Counseling (2010)** to one (1) defendant/person under supervision.

**CHANGE TO:**

**SECTION C. DESCRIPTION/STATEMENT OF WORK**

**MANDATORY REQUIREMENTS**

**Substance Use Services**

**3. Substance Use Counseling**

Counseling is a clinical interaction between defendant/person under supervision and a trained and certified/credentialed counselor that is based in current scientific research on drug use and addiction. Vendors should offer treatment that is readily accessible to reasonably accommodate defendant/person under supervision schedules. If applicable, see additional requirements under the local needs section for hours of operation.

Vendor recommendations for services shall incorporate one or more of the services referenced below (1 through 5) for each defendant/person under supervision.

(1) **Individual Counseling (2010)** to one (1) defendant/person under supervision.

b. For counseling identified for project codes **2010, 2020, 2030, 2040, and 2090**, the vendor shall:

(1) Provide treatment only as authorized on the Probation Form 45 and shall initiate services within 10 business days of receiving the initial or amended Probation Form 45, any time frame exceptions shall be approved by the CO and documented by the vendor (within the defendant/person under supervision file).

(2) Provide counseling based in current scientific research on drug use and addiction.

(3) Match treatment interventions to the defendant's/person under supervision's particular problem, risk and needs, and consider gender, ethnicity and culturally responsive treatment practices.

(4) Include the use of cognitive behavioral techniques, including but not limited to cognitive restructuring, skill building using a structured learning approach (including modeling, role play and feedback), and teaching the skill of problem solving to change defendant/person under supervision thought patterns while teaching pro-social skills. For USPO referrals, this type of intervention shall be used in addressing criminogenic risk and needs in accordance with the person under supervision's PCRA results.

(5) Use behavioral therapies to include motivation to change and motivational enhancement strategies, incentive strategies for abstinence, building skills to avoid and resist drug use and prevent relapse, replacing drug using activities with constructive and rewarding activities, improving problem solving skills and communication skills, and facilitating better interpersonal relationships.

(6) Refer for medications when applicable.

- (7) Continually assess the defendant/person under supervision to determine appropriate treatment dosage and level of care and recommend modifications to treatment as necessary to meet the changing needs.
- (8) Ensure that a typed **treatment plan** is submitted to the USPO/USPSO at the onset of treatment and at least every 90 days in accordance with Vendor Reports under section f (1).
- (9) Ensure that a typed **transitional care plan** is submitted to the USPO/USPSO in accordance with Vendor Reports under section f (3).

c. For **substance use treatment services** performed for project codes **2010, 2020, 2030, 2040, and 2090** the vendor shall ensure that all personnel meet the following qualifications:

- (1) Counselors shall be fully credentialed and maintain compliance with state statutes, regulations, and guidelines in the scope of substance use treatment services.
- (2) Provisionally credentialed counselors are to be used only under the supervision of a fully credentialed counselor described in item numbers (1) above, and after obtaining the approval of the CO.