



County of Prince George
FINANCE DEPARTMENT
P.O. BOX 68
6602 Courts Drive
PRINCE GEORGE, Virginia 23875
(804) 722-8710 Fax (804) 732-1966

Request for Proposal

RFP # 16-0512-1

Substance Abuse/Anger Management Counseling Services

This procurement is governed by the Virginia Public Procurement Act and all terms and conditions of the Act are hereby adopted and are made a part of this notice.

Contact Information:

Questions concerning sealed proposals should be in writing addressed to:

Leigh Primmer
Procurement Officer
Prince George County
Finance Department

6602 Courts Drive
P.O. Box 68
Prince George, VA 23875

(804) 722-8710 Fax (804) 732-1966
or
E-Mail: lprimmer@princegeorgeva.org

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1.0 PURPOSE

Sealed proposals, subject to the specifications and conditions contained herein and attached hereto, will be received in the Finance Department, Prince George County Administration Building, Third Floor, until, but no later than **2:00 p.m.** local time prevailing [May 27, 2016](#) and then publicly opened and read aloud for:

PURPOSE

The purpose of this Request for Proposal (RFP) is to solicit proposals to establish a contract through competitive bidding for the purchase of <u>Substance Abuse/Anger Management Counseling Services</u> for the County of Prince George Riverside Criminal Justice Agency.
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To be considered, your proposal must be submitted on a copy of this Request for Proposal. Offeror shall sign this form in the space provided on the Terms and Signature Sheet and return proposal documents to: Prince George County Finance Department, Administration Building - Third Floor, 6602 Courts Drive, P.O. Box 68, Prince George, VA 23875 in a sealed envelope. **Mark outside of your envelope with Request for Proposal No. IFB # 16-0512-1**

Proposals, to include addenda or changes to a response, shall not be accepted via Fax machine or by Internet E-mail, orally, or by telephone.

Time is of the essence and any proposal received after the announced time and date for submittal, whether by mail or otherwise, will be rejected. The time of receipt shall be determined by the Prince George County Finance Department.

Nothing herein is intended to exclude any responsible vendor, his/her product or service, or in any way restrain, or restrict competition. On the contrary, all responsible vendors are encouraged to proposal and their proposals are solicited.

Quoted prices shall be F.O.B. to Prince George, Virginia, unless otherwise noted.

Unless otherwise agreed to at the time of award, payment terms are Net 30.

2.0 SCOPE OF WORK

Riverside Criminal Justice Agency is seeking qualified professionals to conduct anger management and substance abuse services in our office at 6404 Courthouse Road, Prince George VA. Groups will be conducted at 5:30 pm and 7:00 pm. The services needed are as follows:

- (1) Seven, six-week sessions **AMP** (Anger Management Program) **Education** groups [minimum of 6 active participants]
(participants attend 1 six-week session: one 1.5 hour group per week= total of 9 hours)
- (2) Seven, six-week sessions **AMP** (Anger Management Program) groups
(participants attend 2 six-week sessions: one 1.5 hour group per week= total of 18 hours)
- (3) Seven, six-week sessions **RISE** for Men (Relationships in a Safe Environment) groups [minimum of 3 active participants]
(participants attend 3 six-week sessions: one 2 hour group per week= total of 36 hours)
- (4) Seven, six-week sessions of **SA Education** groups [minimum of 6 active participants]
(participants attend 1 four-week session: one 1.5 hour group per week= total of 6 hours)

- (5) Seven, six-week sessions **RAFT** (Regional Alternatives in Forensic Treatment) substance abuse groups (participants attend 2 six-week sessions: two 1.5 hour group per week= total of 36 hours)
- (6) Seven, six-week sessions **RAFT** (Regional Alternatives in Forensic Treatment) **Intensive** substance abuse groups [minimum of 6 active participants] (participants attend 4 six-week sessions: one 1.5 hour group per week= total of 36 hours)
- (7) Four, 12-week sessions **CMP** (Community Model Probation) Community Meetings (participants attend 1.5 hour open meeting per week while under supervision at RCJA)
- (8) Consultation with RCJA staff about group participants and training with RCJA as necessary or requested
- (9) Group participant's individual Completion Report and Group Evaluation

RECOMMENDED WEEKLY SCHEDULE:

RAFT Substance Abuse Group: Tuesdays & Thursdays, 5:30 - 7:00 PM

RAFT Substance Abuse Intensive Group: Wednesdays only from 7:00 – 8:30 PM (when minimum numbers of participants is met)

SA EDUCATION Group: Thursdays, 7:00 – 8:30 PM

AMP Anger Management Group: Tuesdays only from 7:00 - 8:30 PM

AMP Anger Management Education Group: Wednesdays only from 5:30 – 7:00 PM (when minimum numbers of participants is met)

RISE for Men Stop the Violence Group: Mondays only from 7:00 - 9:00 PM

(Must meet minimum numbers of participants but, when enrollment numbers exceed a practical group size, an additional session will be held on Wednesdays from 7:00 – 9:00 pm.)

CMP Community Model Probation: Mondays, 5:30-7:00 PM

Evaluation

These criteria are to be utilized in the evaluation of qualifications for development of the shortlist of those offerors to be considered for interviews and/or negotiations. Individual criteria have been assigned varying weights at the County's discretion to reflect relative importance. Offerors are required to address each evaluation criterion in the order listed and to be specific in presenting their qualifications.

1. Firm's experience and qualifications for running substance abuse/anger management groups (20)
2. Ability to meet on-site (40)
3. Ability to meet class time requirements (10)
4. Current applicable licenses and certifications for performing services (20)
5. Pricing of services (10)

3.0 STANDARD TERMS AND CONDITIONS

3.1 APPLICABLE LAWS AND COURTS:

This solicitation and any resulting contract shall be governed in all respects by the laws of the Commonwealth of Virginia and any litigation with respect thereto shall be brought in the courts of the County. The contractor shall comply with all applicable federal, state and local laws, rules and regulations.

3.2 ANTI-DISCRIMINATION:

By submitting their proposals, offerors certify to the County that they will conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Contracting Act of 1975, as amended, where applicable, the Virginians With Disabilities Act, the Americans With Disabilities Act and § 2.2-4311 of the *Virginia Public Procurement Act (VPPA)*. If the award is made to a faith-based organization, the organization shall not discriminate against any recipient of goods, services, or disbursements made pursuant to the contract on the basis of the recipient's religion, religious belief, refusal to participate in a religious practice, or on the basis of race, age, color, gender or national origin and shall be subject to the same rules as other organizations that contract with public bodies to account for the use of the funds provided; however, if the faith-based organization segregates public funds into separate accounts, only the accounts and programs funded with public funds shall be subject to audit by the public body. (*Code of Virginia*, § 2.2-4343.1E).

In every contract over \$10,000 the provisions in 1. and 2. below apply:

1. During the performance of this contract, the contractor agrees as follows:
 - a. The contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
 - b. The contractor, in all solicitations or advertisements for employees placed by or on behalf of the contractor, will state that such contractor is an equal opportunity employer.
 - c. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting these requirements.
2. The contractor will include the provisions of 1. above in every subcontract or purchase order over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

3.3 ETHICS IN PUBLIC CONTRACTING:

By submitting their proposals, offeror certify that their proposals are made without collusion or fraud and that they have not offered or received any kickbacks or inducements from any other offeror, supplier, manufacturer or subcontractor in connection with their proposal, and that they have not conferred on any public employee having official responsibility for this procurement transaction any payment, loan, subscription, advance, deposit of money, services or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value was exchanged.

The Offeror shall identify any actual or potential conflicts of interest that exist, or which may arise if the Offeror is recommended for award, and propose how such conflicts might be resolved.

By his/her signature on the proposal documents submitted, each Offeror attests that her/her agents and/or employees, to the best of his/her knowledge and belief, have not in any way colluded with anyone for and on behalf of the Offeror, or themselves, to obtain information that would give the Offeror an unfair advantage over others, nor has he/she colluded with anyone for and on behalf of the Offeror, or itself, to gain any favoritism in the award of this proposal.

3.4 IMMIGRATION REFORM AND CONTROL ACT OF 1986:

By submitting their proposals, offeror certify that they do not and will not during the performance of this contract employ illegal alien workers or otherwise violate the provisions of the federal Immigration Reform and Control Act of 1986.

3.5 PAYMENT:

3.5.1 To Prime Contractor:

- a. Invoices for items ordered, delivered and accepted shall be submitted by the contractor directly to the payment address shown on the purchase order/contract. All invoices shall show the state contract number and/or purchase order number; social security number (for individual contractors) or the federal employer identification number (for proprietorships, partnerships, and corporations).
- b. Any payment terms requiring payment in less than 30 days will be regarded as requiring payment 30 days after invoice or delivery, whichever occurs last. This shall not affect offers of discounts for payment in less than 30 days, however.
- c. All goods or services provided under this contract or purchase order, that are to be paid for with public funds, shall be billed by the contractor at the contract price, regardless of which public agency is being billed.
- d. The following shall be deemed to be the date of payment: the date of postmark in all cases where payment is made by mail, or the date of offset when offset proceedings have been instituted as authorized under the Virginia Debt Collection Act.
- e. **Unreasonable Charges.** Under certain emergency procurements and for most time and material purchases, final job costs cannot be accurately determined at the time orders are placed. In such cases, contractors should be put on notice that final payment in full is contingent on a determination of reasonableness with respect to all invoiced charges. Charges which appear to be unreasonable will be researched and challenged, and that portion of the invoice held in abeyance until a settlement can be reached. Upon determining that invoiced charges are not reasonable, the County shall promptly notify the contractor, in writing, as to those charges which it considers unreasonable and the basis for the determination. A contractor may not institute legal action unless a settlement cannot be reached within thirty (30) days of notification. The provisions of this section do not relieve an agency of its prompt payment obligations with respect to those charges which are not in dispute (*Code of Virginia, § 2.2-4363*).

3.6 QUALIFICATIONS OF OFFEROR:

The County may make such reasonable investigations as deemed proper and necessary to determine the ability of the offeror to perform the services/furnish the goods and the offeror shall furnish to the County all such information and data for this purpose as may be requested. The County reserves the right to inspect offeror's physical facilities prior to award to satisfy questions regarding the offeror's capabilities. The County further reserves the right to reject any proposal if the evidence submitted by, or investigations of, such offeror fails to satisfy the County that such offeror is properly qualified to carry out the obligations of the contract and to provide the services and/or furnish the goods contemplated therein.

3.7 CHANGES TO THE CONTRACT:

Changes can be made to the contract in any of the following ways:

1. The parties may agree in writing to modify the scope of the contract. An increase or decrease in the price of the contract resulting from such modification shall be agreed to by the parties as a part of their written agreement to modify the scope of the contract.
2. The County may order changes within the general scope of the contract at any time by written notice to the contractor. Changes within the scope of the contract include, but are not limited to, things such as services to be performed, the method of packing or shipment, and the place of delivery or installation. The contractor shall comply with the notice upon receipt. The contractor shall be compensated for any

additional costs incurred as the result of such order and shall give the County a credit for any savings. Said compensation shall be determined by one of the following methods:

- a. By mutual agreement between the parties in writing; or
- b. By agreeing upon a unit price or using a unit price set forth in the contract, if the work to be done can be expressed in units, and the contractor accounts for the number of units of work performed, subject to the County's right to audit the contractor's records and/or to determine the correct number of units independently; or

3.8 DEFAULT:

In case of failure to deliver goods or services in accordance with the contract terms and conditions, the County, after due oral or written notice, may procure them from other sources and hold the contractor responsible for any resulting additional purchase and administrative costs. This remedy shall be in addition to any other remedies which the County may have.

3.9 TAXES:

Sales to the County are generally exempt from federal excise and local and state sales and use taxes. State sales and use tax certificates of exemption will be issued upon request. Deliveries against this contract shall usually be free of Federal excise and transportation taxes. Sales tax, however, is paid by the County of Prince George on materials and supplies that are installed by a contractor and become a part of real property. Contractors are not exempt from paying taxes on these categories, as they are considered to be a cost of doing business and should be considered in pricing when preparing a proposal. The County's excise tax exemption registration number is 54-6001528.

3.10 INSURANCE:

By signing and submitting a proposal or proposal under this solicitation, the offeror certifies that if awarded the contract, it will have the following insurance coverage at the time the contract is awarded. For construction contracts, if any subcontractors are involved, the subcontractor will have workers' compensation insurance in accordance with §§ 2.2-4332 and 65.2-800 et seq. of the *Code of Virginia*. The offeror further certifies that the contractor and any subcontractors will maintain these insurance coverage during the entire term of the contract and that all insurance coverage will be provided by insurance companies authorized to sell insurance in Virginia by the Virginia State Corporation Commission.

MINIMUM INSURANCE COVERAGES AND LIMITS REQUIRED FOR MOST CONTRACTS:

1. Workers' Compensation - Statutory requirements and benefits. Coverage is compulsory for employers of three or more employees, to include the employer. Contractors who fail to notify the County of increases in the number of employees that change their workers' compensation requirements under the *Code of Virginia* during the course of the contract shall be in noncompliance with the contract.
2. Employer's Liability - \$100,000.
3. Commercial General Liability - \$1,000,000 per occurrence. Commercial General Liability is to include bodily injury and property damage, personal injury and advertising injury, products and completed operations coverage. The County of Prince George must be named as an additional insured and so endorsed on the policy.
4. Automobile Liability - \$1,000,000 per occurrence. (Only used if motor vehicle is to be used in the contract.)

Profession/Service

Limits

Health Care Practitioner (to include Dentists, Licensed Dental

Hygienists, Optometrists, Registered or Licensed
Practical Nurses, Pharmacists, Physicians, Podiatrists,
Chiropractors, Physical Therapists, Physical
Therapist Assistants, Clinical Psychologists,
Clinical Social Workers, Professional Counselors,
Hospitals, or Health Maintenance Organizations.) \$1,750,000 per occurrence,
\$3,000,000 aggregate

(Limits increase each July 1 through fiscal year 2008, as follows:
July 1, 2005 - \$1,800,000, July 1, 2006 - \$1,850,000, July 1, 2007 - \$1,925,000,
July 1, 2008 - \$2,000,000. This complies with §8.01-581.15 of the Code of Virginia.)

3.11 DRUG-FREE WORKPLACE:

During the performance of this contract, the contractor agrees to (i) provide a drug-free workplace for the contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the contractor that the contractor maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

For the purposes of this section, “*drug-free workplace*” means a site for the performance of work done in connection with a specific contract awarded to a contractor, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the contract.

3.12 NONDISCRIMINATION OF CONTRACTORS:

A offeror, or contractor shall not be discriminated against in the solicitation or award of this contract because of race, religion, color, sex, national origin, age, disability, faith-based organizational status, any other basis prohibited by state law relating to discrimination in employment or because the offeror employs ex-offenders unless the state agency, department or institution has made a written determination that employing ex-offenders on the specific contract is not in its best interest. If the award of this contract is made to a faith-based organization and an individual, who applies for or receives goods, services, or disbursements provided pursuant to this contract objects to the religious character of the faith-based organization from which the individual receives or would receive the goods, services, or disbursements, the public body shall offer the individual, within a reasonable period of time after the date of his objection, access to equivalent goods, services, or disbursements from an alternative provider.

3.13 AUDIT:

The contractor shall retain all books, records, and other documents relative to this contract for five (5) years after final payment, or until audited by the County of Prince George, whichever is sooner. The agency, its authorized agents, and/or state auditors shall have full access to and the right to examine any of said materials during said period.

3.14 AVAILABILITY OF FUNDS:

The continuation of the terms, conditions, and provisions of any resulting contract beyond June 30 of any year, the end of the County's fiscal year, are subject to approval and ratification by The County of Prince George Board of Supervisors and appropriation by them of the necessary money to fund said contract for each succeeding year. It is understood and agreed between the parties herein that the County shall be bound hereunder only to the extent of the funds available or which may hereafter become available for the purpose of this agreement.

3.15 CONTRACT DOCUMENTS:

- (a) The contract entered into by the parties shall consist of the Invitation for Proposals, the proposal submitted by the contractor; General Terms and Conditions, these Additional Terms and Conditions; the Special Terms and Conditions; the drawings, if any; the specifications; and all modifications and addenda to the foregoing documents, all of which shall be referred to collectively as the contract documents.
- (b) All time limits stated in the contract documents, including but not limited to the time for completion of the work, are of the essence of the contract.
- (c) Anything called for by one of the contract documents and not called for by the others shall be of like effect as if required or called for by all, except that a provision clearly designed to negate or alter a provision contained in one or more of the other contract documents shall have the intended effect.
- (d) By submitting a proposal or proposal, the successful offeror agrees to enter into a contract satisfactory to the County that contains only those provisions that are acceptable to the County and are consistent with the Proposal documents. A 'form' contract generated by corporate headquarters, agent, or attorney for the offeror will not be acceptable to the County.

3.16 LAWS AND REGULATIONS:

- (a) The contractor shall comply with all laws, ordinances, rules, regulations, and lawful orders of any public authority bearing on the performance of the work and shall give all notices required thereby.
- (b) This contract and all other contracts and subcontracts are subject to the provisions of Articles 3 and 5, Chapter 4, Title 40.1, *Code of Virginia*, relating to labor unions and the "right to work." The contractor and its subcontractors, whether residents or nonresidents of the Commonwealth of Virginia, who perform any work related to the project shall comply with all of the said provisions.
- (c) The provisions of all rules and regulations governing safety as adopted by the Safety Codes Commission of the Commonwealth of Virginia and as issued by the Department of Labor and Industry under Title 40.1 of the *Code of Virginia* shall apply to all work under this contract. Inspectors from the Department of Labor and Industry shall be granted access to the work for inspection without first obtaining a search warrant from the court.
- (d) All proposals submitted shall have included in their price the cost of any business and professional licenses, permits, or fees required by The County of Prince George or the Commonwealth of Virginia.

3.17 TAXES:

The contractor shall, without additional expense to the owner, pay all applicable federal, state, and local taxes, fees, and assessments except the taxes, fees, and assessments on the real property comprising the site of the project.

3.18 TERMINATION BY OWNER FOR CONVENIENCE:

- a. Owner may terminate this contract at any time without cause, in whole or in part, upon giving the contractor notice of such termination. Upon such termination, the contractor shall immediately cease work and remove from the project site all of its labor forces and such of its materials as owner elects not to purchase or to assume in the manner hereinafter provided. Upon such termination, the contractor shall take such steps as owner may require to assign to the owner the contractor's interest in all subcontracts and purchase orders designated by owner. After all such steps have been taken to owner's satisfaction, the contractor shall receive as full compensation for termination and assignment the following:

- (1) All amounts then otherwise due under the terms of this contract,
 - (2) Amounts due for work performed subsequent to the latest Request for Payment through the date of termination,
 - (3) Reasonable compensation for the actual cost of demobilization incurred by the contractor as a direct result of such termination. The contractor shall not be entitled to any compensation for lost profits or for any other type of contractual compensation or damage other than those provided by the preceding sentence. Upon payment of the forgoing, owner shall have no further obligations to the contractor of any nature.
- b. In no event shall termination for the convenience of the owner terminate the obligations of the contractor's surety on its payment and performance bonds.

4.0 SPECIAL TERMS AND CONDITIONS

4.1 AWARD OF CONTRACT:

AWARD:

An award will be made to the lowest responsive and responsible offeror. Evaluation will be based on net prices. Unit prices, extensions and grand total must be shown. In case of arithmetic errors, the unit price will govern. If cash discount for prompt payment is offered, it must be clearly shown in the space provided. Discounts for prompt payment will not be considered in making awards. The State reserves the right to reject any and all proposals in whole or in part, to waive any informality, and to delete items prior to making an award.

In the case of a tie proposal, the County may give preference to goods, services, and construction produced in the County or provided by persons, firms or corporations having principal places of business in the County. If such choice is not available, preference shall then be given to goods and services produced in the Commonwealth pursuant to Section 2.2-4324 of the Code of Virginia. If no County or Commonwealth choice is available, the tie shall be decided by lot.

4.2 CANCELLATION OF CONTRACT:

The purchasing agency reserves the right to cancel and terminate any resulting contract, in part or in whole, without penalty, upon 60 days written notice to the contractor. In the event the initial contract period is for more than 12 months, the resulting contract may be terminated by either party, without penalty, after the initial 12 months of the contract period upon 60 days written notice to the other party. Any contract cancellation notice shall not relieve the contractor of the obligation to deliver and/or perform on all outstanding orders issued prior to the effective date of cancellation.

4.3 RENEWAL OF CONTRACT:

This contract may be renewed by the County upon written agreement of both parties for four (4) years at successive one year periods, under the terms of the current contract, and at a reasonable time (approximately 90 days) prior to the expiration.

5.0 TERMS AND SIGNATURE SHEET

Terms and Signature Sheet:

RFP # 16-0512-1

Substance Abuse/Anger Management Counseling Services

(1) Seven, six-week sessions **AMP** (Anger Management Program) **Education** groups [minimum of 6 active participants]
(participants attend 1 six-week session: one 1.5 hour group per week= total of 9 hours)

Price for group \$ _____

(2) Seven, six-week sessions **AMP** (Anger Management Program) groups
(participants attend 2 six-week sessions: one 1.5 hour group per week= total of 18 hours)

Price for group \$ _____

(3) Seven, six-week sessions **RISE** for Men (Relationships in a Safe Environment) groups [minimum of 3 active participants]
(participants attend 3 six-week sessions: one 2 hour group per week= total of 36 hours)

Price for group \$ _____

(4) Seven, six-week sessions of **SA Education** groups [minimum of 6 active participants]
(participants attend 1 four-week session: one 1.5 hour group per week= total of 6 hours)

Price for group \$ _____

(5) Seven, six-week sessions **RAFT** (Regional Alternatives in Forensic Treatment) substance abuse groups
(participants attend 2 six-week sessions: two 1.5 hour group per week= total of 36 hours)

Price for group \$ _____

(6) Seven, six-week sessions **RAFT** (Regional Alternatives in Forensic Treatment) **Intensive** substance abuse groups [minimum of 6 active participants]
(participants attend 4 six-week sessions: one 1.5 hour group per week= total of 36 hours)

Price for group \$ _____

(7) Four, 12-week sessions **CMP** (Community Model Probation) Community Meetings (participants attend 1.5 hour open meeting per week while under supervision at RCJA)

Price for group \$ _____

(8) Consultation with RCJA staff about group participants and training with RCJA as necessary or requested

Price \$ _____

(9) Group participant's individual Completion Report and Group Evaluation

Price \$ _____

GRAND TOTAL: \$ _____

RECOMMENDED WEEKLY SCHEDULE:

RAFT Substance Abuse Group: Tuesdays & Thursdays, 5:30 - 7:00 PM

RAFT Substance Abuse Intensive Group: Wednesdays only from 7:00 – 8:30 PM (when minimum numbers of participants is met)

SA EDUCATION Group: Thursdays, 7:00 – 8:30 PM

AMP Anger Management Group: Tuesdays only from 7:00 - 8:30 PM

AMP Anger Management Education Group: Wednesdays only from 5:30 – 7:00 PM (when minimum numbers of participants is met)

RISE for Men Stop the Violence Group: Mondays only from 7:00 - 9:00 PM

(Must meet minimum numbers of participants but, when enrollment numbers exceed a practical group size, an additional session will be held on Wednesdays from 7:00 – 9:00 pm.)

CMP Community Model Probation: Mondays, 5:30-7:00 PM

In compliance with this invitation and subject to all conditions thereof, the undersigned offers and agrees to furnish any or all items and/or service upon which prices are quoted, at the price quoted, as specified.

My signature on the proposal certifies that this proposal is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a proposal for the same material, supplies or equipment, and is in all respects fair and without collusion or fraud. I understand collusive proposaling is a violation of Virginia Governmental Fraud Act and Federal Law and can result in fines, prison sentences and civil damages awards. I agree to aproposal by all conditions of this proposal and certify that I am authorizing to sign this proposal for the offeror.

If there are any parts of the terms and conditions that your company cannot meet please indicate which ones on an attached page.

Company Name: _____

Address: _____

Signature: _____

Name (type or print) _____

Official Title: _____

Date: _____

Telephone Number: _____