Questions Received with Answers Provided for RFP 113J-27-09

Southern District of Georgia, District-Wide Polygraph Services

Received 7/2/26

Question: If awarded a BPA, will the U.S. Probation Office make reasonable efforts to schedule multiple examinations during the same visit to a particular office or geographic area (for example, scheduling two or more examinations on the same day when practical), or should offerors assume that each examination request will typically require a separate trip?

- It's been our practice to have multiple polygraphs held at one specific divisional office on a scheduled date. For example, holding six polygraphs for six clients, on the same date, in the Savannah Office. This makes scheduling more efficient.

Question: Does the Government anticipate evaluating prices independently for Clinical Polygraph Examinations (5022) and Maintenance Examinations (5023), or will overall pricing be evaluated as a whole?

- All project codes in Section B, noted on page B-2 of 2 within the RFP, must have a unit price completed for each year of the BPA. The only project code that is a predetermined calculation is the Administrative Fee, as this is calculated at 5% of the total copayments received during that invoice period. Overall pricing is determined based on the EMQ X Unit Price for each Project Code for each year of the BPA.

Received 7/6/26

Question: **Facility Requirements:** Section M references on-site evaluations of the offeror's and subcontractor's facility. However, the Statement of Work for Project Codes 5022 and 5023 states that examinations are to be performed exclusively within U.S. Probation Office facilities and that this requirement is in lieu of maintaining a facility within the catchment area. For offerors proposing only Project Codes 5022 and 5023, should the facility evaluation requirements be interpreted as applying to the provider's administrative/records management location, or are no separate provider facilities required since examinations will be conducted exclusively at U.S. Probation Office locations?

- The base of all RFPs is created using a national template from the Federal Government Administrative Offices. Any local needs set forth by respective districts hold precedence over the RFP template within the specific sections they pertain to. For this specific RFP, the Southern District of Georgia is soliciting for a Polygraph Services Provider to administer polygraphs within our divisional offices. There is still

a requirement to maintain either a secure filing or electronic storage system for client records. As this RFP does not require a physical facility location for the provider, our staff will need to verify if the files are properly secured electronically or physical copies of records are maintained appropriately during scheduled polygraph dates at any of our divisional offices. In 'SECTION M - EVALUATION FACTORS FOR AWARD' any area noting a physical facility location would either be Non-Applicable for purposes of evaluation of the proposal or it will apply only to the ability it's able to be. For example; 'Is there a secured filing or electronic storage system to preserve confidentiality of defendant/person under supervision services?' will still apply to a provider as there is a requirement to maintain secure records and those must be provided to the U.S. Probation Office upon request, but for purposes of the initial evaluation of proposals, this information would be Non-Applicable for all proposals received and will not be held against any provider for their proposal submissions.

Question: **BPA Awards:** Historically, has the District-Wide Polygraph BPA been awarded to a single vendor or have multiple vendors been awarded BPAs for these services?

- In recent years, the award has been made to a single provider.