



UNITED STATES DISTRICT COURT  
EASTERN DISTRICT OF PENNSYLVANIA  
U.S. PRETRIAL SERVICES OFFICE  
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Kimberly A. Kaleta, CHIEF  
U.S. PRETRIAL SERVICES OFFICER

April 5, 2024

The United States District Court for the Eastern District of Pennsylvania will be soliciting proposals to provide treatment services to our pretrial defendants and persons under supervision. Prior to the commencement of the solicitation process, the U. S. Pretrial Service, and the U. S. Probation Office are having a pre-solicitation conference to discuss new requirements and practices relative to the solicitation process.

The conference is scheduled for May 8, 2024, at 10:30 am at the William J. Green Federal Office Building located at 600 Arch Street, 2<sup>nd</sup> floor, Philadelphia, PA 19106.

As the conference date approaches, information regarding parking, building entrance, conference room location, and other information pertaining to the conference will be posted to our website at [www.paept.uscourts.gov](http://www.paept.uscourts.gov). Please visit the website one week prior to the conference date for these additional directives.

In an effort for us to prepare for your arrival properly, please RSVP no later than **April 26, 2024**, confirming your attendance, and the number of staff members that will attend the pre-solicitation conference. Please send that information to this email address [paept\\_business@paept.uscourts.gov](mailto:paept_business@paept.uscourts.gov).

Thank you for your time and interest.

Respectfully,

Tamika L. Baxley, Contracting Officer/Intensive  
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