

U.S. Probation & Pretrial Services

Northern District of Texas



Request for Quotes

2026 Safety Team Training

The U.S. Probation and Pretrial Services Office, Northern District of Texas, seeks a venue that can provide lodging for up to 24 guests (details below) for the nights of May 31, 2026 – June 2, 2026. Quotes shall be provided based upon the criteria outlined in this Request for Quote (RFQ).

Venue Requirements

- The venue must be in good repair with modern amenities and offer a variety of dining options within walking distance (½ mile).
- Venue must be able to accept federal government per diem rates (by locality) for lodging.

Lodging Requirements

- Lodging is required for 24 guests for the nights of May 31, 2026 – June 2, 2026.
- Standard hotel amenities, laundry service, fitness center, and Wi-Fi, shall be provided.

Quote Submissions & Selection Process

For comparison purposes between offerors, please base your offers utilizing the numbers provided in this RFQ. **The judiciary is immune from paying state and local taxes. All quotes shall be received no later than April 23, 2026.**

Quotes may be emailed or mailed to the following contact:

Katina Gillespie
Operations Training Specialist
1100 Commerce Street, Room 1329
Dallas, TX 75242
Email: training@txnp.uscourts.gov
Phone: 214-753-2545

The selection process will include a review of all quote submissions, along with an onsite evaluation of the top contenders. A commercial agreement will be entered between the U.S. Probation and Pretrial Services office and the selected vendor.

U.S. Probation & Pretrial Services

Northern District of Texas



Appendix A - Divisional Offices

Physical Addresses

1100 Commerce Street
Dallas, Texas 75242-1391

341 Pine Street
Abilene, TX 79601-5928

205 East 5th
Amarillo, Texas 79101-1559

2501 Avenue J
Arlington, Texas 76006

501 West Tenth Street
Fort Worth, Texas 76102

1205 Texas Avenue
Lubbock, Texas 79401-4001

33 E. Twohig
San Angelo, Texas 76903-6451

1000 Lamar Street
Wichita Falls, Texas 76301-3430