

INVITATION TO NEGOTIATE (ITN)

ADDENDUM #2

July 31, 2017

ITN Number: 10507

ITN Services: The Department is seeking a thirty (30) bed Residential Program for boys appropriate for nonsecure residential placement, between the ages of fifteen (15) and eighteen (18) with innovations in delinquency programming and treatment services. The proposed services shall also include funding for thirty (30) filled slots for boys in need of Mental Health Overlay Services (MHOS).

UNSPSC Code: 93141507

Subject: This Addendum contains updates to the Calendar of Events, questions submitted by prospective Respondents and the Department's answer.

Deletions are indicated by "strikethrough" or reference. Additions, updates or replacements are indicated by underscore, reference or **highlighting**.

REFERENCE: Pages 39 - 42, Attachment B, IV., B., Calendar of Events

UPDATE:

Wednesday Monday , July 19- 31 , 2017	COB	Anticipated date that answers to written questions will be posted on the web site	MyFlorida.com web site http://www.myflorida.com/apps/vbs/vbs_www_main_menu under the solicitation #10507
Thursday, August 3 10 , 2017	2:00 PM EDT	Written Replies Due and Opened	Attention: Jennifer A. Rechichi, Procurement Manager DJJ Bureau of Procurement and Contract Administration 2737 Centerview Drive, Suite 1100 Tallahassee, FL 32399-3100
Monday, August 14 21 , 2017	2:30 PM EDT	Evaluator Briefing <i>(public meeting / recorded)</i>	Bureau of Procurement and Contract Administration Knight Building, DJJ Headquarters 2737 Centerview Drive (go to lobby for directions) Tallahassee, FL 32399-3100 or telephone 1-888-670-3525 and enter Code 2662476963# when directed. A recording of the Conference Call will be available at http://www.djj.state.fl.us/partners/procurement-and-contract-administration/conference-calls within 48 hours of briefing.
Tuesday, August 29 September 12 , 2017	3:00 PM EDT	Debriefing #1	Bureau of Procurement and Contract Administration Knight Building, DJJ Headquarters

		Meeting to Record Scores of Written Narrative Reply Evaluations <i>(public meeting / recorded)</i>	2737 Centerview Drive (go to lobby for directions) Tallahassee, FL 32399-3100 or telephone 1-888-670-3525 and Code 2662476963# when directed. A recording of the debriefing will be available at http://www.djj.state.fl.us/partners/procurement-and-contract-administration/conference-calls within 48 hours of the debriefing.
Monday Thursday , September 14-21, 2017	2:00 PM EDT	Debriefing #2 Meeting of the Evaluation Team to determine number of Respondents to move forward to Negotiations <i>(public meeting / recorded)</i>	Bureau of Procurement and Contract Administration Knight Building, DJJ Headquarters 2737 Centerview Drive (go to lobby for directions) Tallahassee, FL 32399-3100 or telephone 1-888-670-3525 and enter Code 2662476963# when directed. A recording of the debriefing will be available at http://www.djj.state.fl.us/partners/procurement-and-contract-administration/conference-calls within 48 hours of the debriefing.
Wednesday – Friday Monday-Wednesday October 11-13-30 – November 1, 2017	TBD	Negotiations Final dates and times to be communicated to Respondent(s) selected for negotiations <i>(not open to the public but recorded)</i>	Specific room location TBD Respondents shall go to the Knight Building, DJJ Headquarters 2737 Centerview Drive Tallahassee, FL 32399-3100 (go to the lobby for directions)
Friday, October 20 Thursday, November 9 , 2017	2:00 PM EDST	Debriefing #3 Meeting of Negotiation Team to determine the Respondents to move forward to round 2 of negotiations or to be part of the Comparative Analysis <i>(public meeting / recorded)</i>	Bureau of Procurement and Contract Administration Knight Building, DJJ Headquarters 2737 Centerview Drive (go to lobby for directions) Tallahassee, FL 32399-3100 or telephone 1-888-670-3525 and enter Code 2662476963# when directed. A recording of the debriefing will be available at http://www.djj.state.fl.us/partners/procurement-and-contract-administration/conference-calls within 48 hours of the debriefing.
Tuesday – Thursday October 24-26 , Monday – Wednesday, November 13 – 15, 2017	TBD	Negotiations – Round Two (optional) <i>(not open to the public but recorded)</i>	Negotiations are anticipated to be held in Tallahassee, Florida. Final location subject to change at Department discretion.

<p>Thursday Tuesday, November 21, 2017</p>	<p>2:00 PM EDST</p>	<p>Debriefing #4</p> <p>Meeting of Negotiation Team to determine the Respondents to move forward to round 3 of negotiations or to be part of the Comparative Analysis</p> <p><i>(public meeting / recorded)</i></p>	<p>Bureau of Procurement and Contract Administration Knight Building, DJJ Headquarters 2737 Centerview Drive (go to lobby for directions) Tallahassee, FL 32399-3100 or telephone 1-888-670-3525 and enter Code 2662476963# when directed. A recording of the debriefing will be available at http://www.djj.state.fl.us/partners/procurement-and-contract-administration/conference-calls within 48 hours of the debriefing.</p>
<p>Wednesday, November 15 Tuesday, December 5, 2017</p>	<p>2:00 PM EST</p>	<p>Debriefing #5</p> <p>Meeting of Negotiation Team to determine Respondent(s) that will move forward and be part of the Comparative Analysis Tool (if applicable)</p> <p><i>(public meeting / recorded)</i></p>	<p>Bureau of Procurement and Contract Administration Knight Building, DJJ Headquarters 2737 Centerview Drive (go to lobby for directions) Tallahassee, FL 32399-3100 or telephone 1-888-670-3525 and enter Code 2662476963# when directed. A recording of the debriefing will be available at http://www.djj.state.fl.us/partners/procurement-and-contract-administration/conference-calls Within forty-eight (48) hours of the debriefing.</p>
<p>Thursday, November 16 Wednesday, December 6, 2017</p>	<p>2:00 PM EST</p>	<p>Debriefing #6</p> <p>Meeting of Negotiation Team to complete Comparative Analysis Tool to determine which Respondent moves to Memorandum of Negotiation (MON)</p> <p><i>(public meeting / recorded)</i></p>	<p>Bureau of Procurement and Contract Administration Knight Building, DJJ Headquarters 2737 Centerview Drive (go to lobby for directions) Tallahassee, FL 32399-3100 or telephone 1-888-670-3525 and enter Code 2662476963# when directed. A recording of the debriefing will be available at http://www.djj.state.fl.us/partners/procurement-and-contract-administration/conference-calls within forty-eight (48) hours of the debriefing.</p>
<p>Thursday, December 7, 2017 Wednesday, January 3, 2018</p>	<p>2:00 PM EST</p>	<p>Debriefing #7</p> <p>Meeting of Negotiation Team to Recommend Contract Award</p> <p><i>(public meeting / recorded)</i></p>	<p>Bureau of Procurement and Contract Administration Knight Building, DJJ Headquarters 2737 Centerview Drive (go to lobby for directions) Tallahassee, FL 32399-3100 or telephone 1-888-670-3525 and enter Code 2662476963# when directed.</p>

			A recording of the debriefing will be available at http://www.djj.state.fl.us/partners/procurement-and-contract-administration/conference-calls within forty-eight (48) hours of the debriefing.
Thursday, January 25 February 22, 2018	COB	Anticipated posting date of Notice of Final Agency Decision (Anticipated Date of Contract Award)	MyFlorida.com web site http://www.myflorida.com/apps/vbs/vbs_www_main_menu
Wednesday, March 7, Thursday, April 5, 2018		Anticipated Contract Execution Date	

REFERENCE: Page 46, Attachment B, Section XIV., Funding Amount

UPDATE: A. The maximum filled bed per diem amount a Respondent can propose for this ITN is ~~\$192.42~~ **\$223.00**.

Return of this Addendum is not mandatory; however, the Provider is responsible for its contents and is requested to sign and submit this Addendum with its response to the ITN.

Protests must be filed with the General Counsel's Office, Department of Juvenile Justice, 2737 Centerview Drive, Tallahassee, Florida 32399-3100, within the time prescribed in section 120.57(3), Florida Statutes, and chapter 28-110, Florida Administrative Code. Notices delivered by hand delivery or delivery service shall be to the Agency Clerk, Office of the General Counsel, Florida Department of Juvenile Justice, 2737 Centerview Drive, Tallahassee, Florida 32399-3100, with a copy to the Department's Procurement Manager responsible for this solicitation.

Failure to file a protest within the time prescribed in section 120.57 (3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond, shall constitute a waiver of proceedings under chapter 120, Florida Statutes. Written notices, formal requests and proceedings must conform to the requirements set forth in chapter 28-110, Florida Administrative Code.

Any person who files an action protesting a decision or intended decision pertaining to contracts administered by the department or agency pursuant to section 120.57(3), Florida Statutes, shall post with the department or the agency at the time of filing the formal written protest a bond payable to the department or agency in an amount equal to 1 percent (1%) of the estimated contract amount. The estimated contract amount shall be based upon the contract price submitted by the protestor or, if no contract price was submitted, the department or agency shall estimate the contract amount based on factors including, but not limited to, the price of previous or existing contracts for similar commodities or contractual services, the amount appropriated by the Legislature for the contract, or the fair market value of similar commodities or contractual services. The agency shall provide the estimated contract amount to the Provider within seventy-two (72) hours, excluding Saturdays, Sundays, and state holidays, after the filing of the notice of protest by the Provider. The estimated contract amount is not subject to protest pursuant to section 120.57(3), Florida Statutes. The bond shall be conditioned upon the payment of all costs and charges that are adjudged against the protestor in the administrative hearing in which the action is brought and in any subsequent appellate court proceeding. In lieu of a bond, the department or agency may, in either case, accept a cashier's check, official bank check, or money order in the amount of the bond. If, after completion of the administrative hearing process and any appellate court proceedings, the department or agency prevails, it shall recover all costs and charges which shall be included in the final order or judgment, excluding attorney's fees. This section shall not apply to protests filed by the Office of Supplier Diversity. Upon payment of such costs and charges by the protestor, the bond, cashier's check, official bank check, or money order shall be returned to the protestor. If, after the completion of the administrative hearing process and any appellate court proceedings, the protestor prevails, it shall recover all costs and charges which shall be included in the final order or judgment, excluding attorney's fees.

SIGNED BY: _____

NAME: _____

COMPANY: _____

TITLE: _____

DATE: _____

ITN 10507

A thirty (30) bed Residential Program for boys appropriate for nonsecure residential placement, between the ages of fifteen (15) and eighteen (18) with innovations in delinquency programming and treatment services. The proposed services shall also include funding for thirty (30) filled slots for boys in need of Mental Health Overlay Services (MHOS).

(Questions are presented in exact manner received)

Questions from TrueCore Behavioral Solutions, LLC – Received 7/3/2017	
Question #1	What is the Department's plan to address the continued deterioration of the housing unit building? Floors rotting through in multiple areas, hallway floor buckling, interior door frames lean, etc.
Answer #1	Department staff have completed a new facility assessment and met with a contractor at the facility during the week of July 11, 2017, to determine a plan to repair and/or replace the flooring. The bathroom renovations in the dormitory areas, to include the showers, have been completed. Work orders have been submitted for new doors, door locks and new windows. Other repairs that may be needed as indicated by the facility assessment will be addressed on a case by case basis.
Question #2	Does the Department have any projects planned to upgrade the water treatment plant and/or potable water plant?
Answer #2	No. At this time, there are no projects planned to upgrade the water treatment plant and/or potable water plant.
Question #3	Is the Department open to consider relocating the physical location of the current program?
Answer #3	No. No other location is being considered.
Question #4	Is the maximum per diem negotiable?
Answer #4	The per diem is negotiable; however, it will not exceed the amount of \$223.00.
Question #5	Would a budget submitted above the maximum per diem stated in the solicitation be deemed unresponsive?
Answer #5	Although a proposal that included a budget exceeding the maximum per diem will not be deemed unresponsive, such a budget would not be considered.
Questions from North American Family Institute (NAFI) – Received 7/3/2017	
Question #6	pg. 10 A Referrals #2 a. 'Exceptions to the age requirements can be made with the approval of the Chief of Commitment.' Is there a history of exceptions, and if so, what ages?
Answer #6	There has not been a history of exceptions to the age requirements.
Question #7	pg. 8 E Staffing and Personnel #2 a. The ITN call for 1.5 RN's. Can an LPN be supervised by an RN, as is the case with the current vendor?
Answer #7	An LPN may not serve in a position that is required to be filled by an RN, even if the LPN is supervised by an RN.
Question #8	pg. 16 K Behavior Analysis Services a. 'If Behavioral Analysis Services are to be provided in the facility/program:' i. Are behavioral analysis services mandated
Answer #8	No. Behavioral analysis services are not mandated.
Question #9	What is the current utilization rate?
Answer #9	The current utilization rate is 98.28%.
Question #10	What was the average utilization rate over the past fiscal year?
Answer #10	The average utilization rate during the past fiscal year was 91.07%.

Question #11	What is the average length of stay?
Answer #11	The average length of stay is three (3) to nine (9) months.
Question #12	How many youth were discharged after 3 months in the past fiscal year?
Answer #12	Of the forty-two (42) youth released from 7/20/16 to 5/25/17, three (3) youth had an average length of stay (LOS) of ninety (90) days or less.
Question #13	During the mandatory site visit, it appeared that renovation and maintenance was needed in several areas of the facility. What repairs and/or renovation are slated to be completed prior to the award of this ITN in March, 2018?
Answer #13	Please see Answer #1.
Question #14	Are the facility vehicles the property of the Department? If so, will they remain at the facility, and what is the condition of the vehicles (make, model, year, mileage)?
Answer #14	There is one (1) Department-owned 2001, 15 Passenger E350 Ford van which will remain at the facility. The van has 120,000 miles on it and is in poor condition.
Question #15	How old are the youth beds, and will they be replaced?
Answer #15	The beds have been at the program since the current Provider took over the program in 2011. The Department does not have a plan to replace them.
Question #16	How old are the youth mattresses and pillows, and will they be replaced?
Answer #16	The mattresses and pillows came from DeSoto Juvenile Correctional Facility in 2012. The Department does not have a plan to replace them.
Question #17	What are the utility cost for the program over the past 12 months?
Answer #17	Utility costs over the past 12 months were \$96,000.00.
Question #18	What are the food cost for the program over the past 12 months?
Answer #18	The food costs over the past 12 months were \$113,000.00.
Question #19	What are the telecommunication cost for the program over the past 12 months?
Answer #19	The telecommunication costs for the program over the past 12 months was \$18,000.00.
Question #20	Does the current provider use a landscaper for the maintenance of the program and is so what are the costs if not, is there yard maintenance machinery available and if so what is the age and condition?
Answer #20	The current provider does not use a landscaper. The yardwork maintenance is done by other programs. The yard maintenance machinery available, per the current inventory is: E-Z-Go Tractor (purchased in 2002) Two (2) Grasshopper Lawn Mowers (one (1) purchased in 1998 and one (1) in 2004) Two (2) weed eaters (one (1) purchased in 2013 and the other purchase date unknown) One (1) Husqvarna Riding Lawn Mower (date of purchase unknown) Two push lawn mowers (date of purchase unknown) One (1) lawnmower does not work and the condition of the other equipment is unknown.
Question #21	How many and what are the ages and condition of the computers that are used by the youth?
Answer #21	The computers are five (5) plus years old and a Purchase Order has been approved and sent for thirty (30) new Chromebase computers.
Question #22	How many and what are the ages and condition of the computers used by the staff?
Answer #22	The number of computers on site for staff is unknown. However, every staff that needs a computer has one. The ages are unknown but are at least from 2011 and are in good working condition.

Question #23	Does the current program use radios within the program and if so what are the ages and condition?
Answer #23	Yes. Radios are in use at the program. There are seven (7) new radios and five (5) older radios for a total of twelve (12) radios. All radios work well at this time.
Question #24	What are the youth clothing costs for the program over the past 12 months?
Answer #24	Cost for youth clothing over the past twelve (12) months was \$6,000.00.
Question #25	How old is the current HVAC unit and have yearly inspections been conducted?
Answer #25	There are multiple HVAC units on-site and several pre-date prior to the 2011 contract start date. The program is expected to have yearly inspections conducted.
Question #26	May we get a copy of the current H attachment and org chart?
Answer #26	Yes. Please see current attachment H and the organizational chart provided as an attachment to this Addendum.
Question #27	What is the condition of the building(s) roofs and are there any leaks?
Answer #27	The condition of the building roof is fair with no leaks.
Question #28	Are there any pending Major Maintenance projects?
Answer #28	Work orders have been submitted for doors, door locks, windows and floor repairs.
Question #29	Is the kitchen equipment in working order?
Answer #29	Yes. The kitchen equipment is in working order.
Question #30	There are no "conditions" listed on the inventory list. Could that list be updated to include the conditions and/or ages of the items included?
Answer #30	The Department does not have an inventory list that includes conditions and/or ages of the items at this time.
Question #31	Could we have the ages of the appliances: washers, dryers, kitchen appliances, etc. – included as well?
Answer #31	The ages of the appliances (if available) are as follows: Washer (purchased June 2017); Dryers (purchased more than five (5) years ago); and Kitchen appliances (purchased January 2016)
Question #32	What type of computer network wiring is in the building?
Answer #32	The computer network wiring is Fiber and Cat-5.
Question #33	Is there a camera system at the program and if so what areas are covered and what is the condition of the system?
Answer #33	There is a camera system at the program. The areas covered are dorm rooms, classrooms, hallways, large social hall, small social hall, administration building, parking lot, and several outside areas. All cameras are in good working condition. The DVR works fine as well. It is a network camera system and due to poor network streaming, the recordings are very jumpy.
Questions from Sequel Youth and Family Services – Received 7/3/2017	
Question #34	Are all of the Surveillance Cameras Operable?
Answer #34	Yes. All surveillance cameras are operable.
Question #35	What is in the major maintenance fund balance?
Answer #35	The current contract does not have a Major Maintenance Fund. Therefore, there is no balance.

Question #36	Are there state vehicles that will transfer to the new provider? If yes, how many, are the vehicles operational, and how old are the vehicles?
Answer #36	Please see Answer #14.
Question #37	Can we get a copy of the current H-attachment and current Org chart?
Answer #37	Please see Answer #26.
Question #38	What is the monthly cost for the DHA and Psychiatrist?
Answer #38	The monthly cost for the DHA is \$800.00 and the monthly cost for the Psychiatrist is \$3,000.00.
Question #39	How old are the computers and have they been updated? If they have been updated, when?
Answer #39	The computers were purchased in 2011 and only the laptops were updated this year.
Question #40	Are there any pending Major Maintenance Projects
Answer #40	Please see Answer #28.
Question #41	How old are the HVAC Units and do they have yearly inspections?
Answer #41	Please see Answer #25.
Question #42	How many operational radios do they have on site?
Answer #42	Please see Answer #23.
Question #43	Can we have the last fire inspection?
Answer #43	Please see the attached report to this Addendum.
Question #44	Are all extinguishers less than 6 years old?
Answer #44	Yes. All extinguishers are less than six (6) years old.
Question #45	Will Capital Outlay be available to make repairs to the dorms, classrooms, kitchen, offices, dining hall, dayroom(s)?
Answer #45	Proposals for the use of capital outlay funds may be made. Such proposals will be the subject of negotiations.
Question #46	Are all of the appliances operational in the kitchen?
Answer #46	Yes. All appliances are operational in the kitchen.
Question #47	Explain the Replacement Services for Spring Lake Youth Academy Addendum #1 for ITN#10507?
Answer #47	Addendum #1 was to add the most recent Department Furnished Property Inventory.
Question #48	What is the yearly cost for the below items: a. Food cost b. Utility cost c. Maintenance and repair cost
Answer #48	Food cost - \$113,000.00 Utility cost - \$96,000.00 Maintenance and repair cost - \$19,000.00