

INVITATION TO NEGOTIATE (ITN)

INFORMATIONAL NOTICE

September 6, 2017

ITN Number: 10517

ITN Services: The Department is issuing this ITN to obtain replies and further negotiate with a Respondent to provide and operate Substance Abuse Services and Detention Screening Services in Pasco County. This will include provision of a Respondent-owned leased facility for Substance Abuse service delivery and detention screening staff for services for two (2) shifts at the Pasco County Juvenile Assessment Center (JAC) operated by the Pasco County Sheriff's Office. Interested Respondents shall be licensed for the provision of Substance Abuse Intervention and Treatment services, pursuant to Florida Administrative Code (F.A.C.) as specified in this ITN, and shall be fully staff and trained to begin provision of all services by the start of the resulting Contract.

UNSPSC Code: 85101506
92101702

Subject: This Informational Notice contains revision(s) to the Calendar of Events.

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

REFERENCE: Pages 39-43, Attachment B, Section IV., B., Calendar of Events

UPDATE: As shown in the table below

DATE	TIME	ACTION	WHERE
Friday September 8, 2018 Friday, September 15, 2017	10:00 AM EDT	MANDATORY Site Visit (for state-owned / leased facilities only)	See Section IV.D., below, for site visit information.
Friday, September 15, 2017 Monday, September 18, 2017	COB	Solicitation Question Deadline – this is the last date and time written questions will be accepted Deadline for Submission of Intent to Respond (Attachment N)	Send to Christopher.Morris@djj.state.fl.us
Friday, September 25, 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 #10517.

Thursday, October 5, 2017	2:00 PM EDT	Written Replies Due and Opened	Attention: Christopher Morris, Procurement Manager DJJ Bureau of Procurement and Contract Administration 2737 Centerview Drive, Suite 1100 Tallahassee, FL 32399-3100
Friday, October 13, 2017	9:00 AM 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 9075229919# 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 forty-eight (48) hours of briefing.
Tuesday, October 31, 2017	2:30 PM EDT	Debriefing #1 Meeting to Record Scores of Written Narrative Reply Evaluations <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 Code 9075229919# 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.
Tuesday, November 14, 2017	9:30 AM EST	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 9075229919# 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.
Tuesday, December 5 – Thursday, December 7, 2017	TBD	Negotiations Final dates and times to be communicated to Respondent(s)	Specific room location TBD Respondents shall go to the Knight Building, DJJ Headquarters 2737 Centerview Drive Tallahassee, FL 32399-3100

		selected for negotiations <i>(not open to the public but recorded)</i>	(go to the lobby for directions)
Wednesday, December 13, 2017	3:00 PM EST	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 9075229919# 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.
Wednesday, December 20 – Thursday, December 21, 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.
Tuesday, January 2, 2018	3:00 PM EST	Debriefing #4 Meeting of Negotiation Team to determine Respondent(s) that will move forward to round 3 negotiations, or to be part of the Comparative Analysis Tool (if applicable) <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 9075229919# 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.
Thursday, January 4 – Friday, January 5, 2018	TBD	Negotiations – Round Three (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.
Friday, January 12, 2018	10:30 AM EST	Debriefing #5 Meeting of Negotiation Team to determine Respondent(s) that will move forward and be part of the	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 9075229919# when directed.

		Comparative Analysis Tool (if applicable) <i>(public meeting / recorded)</i>	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.
Tuesday, January 16, 2018	2:30 PM EST	Debriefing #6 Meeting of Negotiation Team to complete Comparative Analysis Tool to determine which Respondent moves to Memorandum of Negotiation (MON) <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 9075229919# 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.
Thursday, February 1, 2018	1:00 PM EST	Debriefing #7 Meeting of Negotiation Team to Recommend Contract Award <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 ????# 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.
Monday, February 12, 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_main_menu
April 1, 2018		Anticipated Contract Execution Date	