

**FLORIDA DEPARTMENT OF EDUCATION
BUREAU OF CONTRACTS, GRANTS AND PROCUREMENT
MANAGEMENT SERVICES
325 West Gaines Street
332 Turlington Building
Tallahassee, Florida 32399-0400**

Addendum #1

BID NO.: ITN 2011-24

**DEVELOP AND MANAGE COMMUNITY COMPACT PROGRAM IN
FLORIDA**

February 22, 2011

This addendum is being issued to provide the Answers to Questions submitted timely by vendors during the Question and Answers period and to revise Reply due date.

***REPLIES ARE DUE MARCH 7, 2011 BY 2:30 P.M. REPLIES WILL BE OPENED
MARCH 7, 2011 @ 2:45 P.M.***

Please be advised all questions are keyed as submitted.

Florida's Foundation

Florida's Disaster Fund

Question: What is the budget for the project?

Answer: The budget for the project is a total of \$12 million dollars to be awarded at \$3 million per year over four years.

Castle Creek Elementary

Question: How much money do we need to show for financial soundness?

Answer: As fiscal soundness is based on assets and liabilities, there is not a pre-determined amount which can be set to assess an organization's fiscal soundness. As such, the documentation requested in the ITN will be used to assess an organization's fiscal stability.

Question: Do we have to have an actual facility in order to apply?

Answer: Respondents should provide a description and location of the Respondent's facilities as they currently exist and address the manner in which they and any additional facilities will be employed for the purpose of providing the services outlined in Section 7.0 of the ITN. As the Respondent must have an active physical presence in the Florida community(ies) to be served, the Respondent must have facilities located in Florida.

If a Respondent does not have a facility, the Respondent should address this as the current situation. If the Respondent does not plan to have any type of facilities to implement the project, the Respondent should explain the process for implementing the services outlined in Section 7.0, as well as explain how the Respondent will have an active presence in the Florida community(ies) to be served without the use of facilities.

St. Lucie County School District

Question: I am requesting information regarding the definition of "persistently lowest-achieving high school" as stated in the Scope of Services (Section 7, Paragraph 7, page 17). I'm also requesting a list of schools that meet the definition, if available.

Answer: A definition of "persistently lowest achieving high school" may be obtained by reviewing the 2010-2011 Matrix of School Categories at the following link: [http://flbsi.org/pdf/Final%202010-2011%20Matrix \(8-19-2010\).pdf](http://flbsi.org/pdf/Final%202010-2011%20Matrix%20(8-19-2010).pdf). Lowest performing schools are placed in the Intervene category.

To view a list of "lowest performing high schools," see the following links: <http://flbsi.org/pdf/Persistently%20Low%20Performing%20Schools.pdf> and <http://flbsi.org/DA/index.htm#2010-2011SchoolDASchoollist>.

Question: Regarding the above Invitation to Negotiate 2011-24, does a school district need to provide a performance bond as stated in Section 6, Paragraph 6.13 (page 16) of the specifications?

Answer: Section 3.2, Paragraph 2, p. 6, states "Interested CBOs will be invited to develop and manage multi-institutional community compacts in partnership with LEAs which promote and increase partnerships between schools, families, and communities." As the Respondent or Contractor for the Invitation to Negotiate must be a CBO, school districts (LEAs) do not need to provide a Performance Bond.

Miami-Dade County Public Schools

Question: Please clarify if the CBO or the LEA is the Respondent/Contractor for this ITN? Can either entity fill this role?

Answer: Section 3.2, Paragraph 2, p. 6, states “Interested CBOs will be invited to develop and manage multi-institutional community compacts in partnership with LEAs which promote and increase partnerships between schools, families, and communities.” Therefore, the Respondent or Contractor for the ITN must be a CBO.

Coordinated Child Care of Pinellas, Inc.

Question: Is there a maximum amount for the overall budget request?

Answer: The maximum amount requested cannot exceed the budget for the project which is a total of \$12 million dollars to be awarded at \$3 million per year over four years.

Question: Is there a maximum allowable amount for administrative costs?

Answer: There is no established maximum allowable amount for administrative costs. However, Respondents must keep in mind that the Department is obligated under section 287.057(1)(c), F.S., to award the contract to the Respondent which will provide the best value to the state in providing the services outlined in section 7.0 of the ITN. As such, administrative costs should be limited.

Question: What types of expenses are considered administrative costs?

Answer: Administrative costs are defined as all direct and indirect costs associated with the management of grant programs. Examples of direct administrative costs are salaries, benefits, and other expenses of the recipient or sub-recipient’s staff who perform overall program management, program coordination, office management, monitoring of programs, as well as the costs for goods and services required for administration of the program such as, rental or purchase of equipment, utilities, office supplies, postage, rental and maintenance of office space, and travel costs incurred for official business in carrying out program management or other administrative activities.

Question: Is there a maximum allowable amount for the third party evaluation costs?

Answer: There is no established maximum allowable amount for the third party evaluation costs. However, Respondents must keep in mind that the Department is obligated under section 287.057(1)(c), F.S., to award the contract to the Respondent which will provide the best value to the state in providing the services outlined in section

7.0 of the ITN. As such, third party evaluation costs should be exhaustive enough to ensure an effective evaluation; however, they must also be reasonable enough to ensure the best value to the state.

Question: Are reimbursements provided on an interim basis (monthly, etc.) as the services are being provided addressing the deliverables and costs incurred or will reimbursements only be made upon completion of each deliverable listed on Attachment 1 (Respondent's Price Reply)?

Answer: Deliverables which are paid on a reimbursable basis (as noted in the Price Reply chart beginning on page 2 of Attachment 1) will be paid on an interim basis as the services are being provided. All other deliverables will be reimbursed upon completion of the deliverables listed on Attachment 1.

Potential proposers have 72 hours from posting of addenda to protest the requirements of each addendum. Failure to file a protest within the time prescribed in Section 120.57(3), 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.

**YOUR REPLY WILL NOT BE COMPLETE WITHOUT THIS DOCUMENT
SIGNED AND INCLUDED!**

Vendor Name – written: _____

Authorized Signature: _____

Mailing Address: _____

City, State & Zip Code: _____

Telephone: _____ Facsimile: _____ E-Mail Address: _____