



**State of Florida
Department of Children and Families**

Rick Scott
Governor

Mike Carroll
Secretary

William S. D'Aiuto
Regional Managing Director

**ADDENDUM #1
For Prospective Respondents for the following
Invitation to Negotiate (ITN): #07FS1801
Behavioral Health Training for the Child Protective Investigation Profession**

DATE: October 2, 2017

TO: Prospective Respondents to ITN: #07FS1801

FROM: Amy Hammett, Procurement Manager

SUBJECT: Changes to ITN Document – Change of Procurement Manager

Invitation to Negotiate **Behavioral Health Training for the Child Protective Investigation Profession, ITN #07FS1801**, is hereby amended as follows (all changes are highlighted in yellow).

ITN Cover Page

Mail or Deliver Responses to:
Amy Hammett
Department of Children and Families
Contract Manager, Suite S1118
400 West Robinson Street
Orlando, FL 32801

Section 1.4 Contact Person and Procurement Manager

This ITN is issued by the State of Florida, Department of Children and Families. The contact point for all communication regarding this ITN is:

Amy Hammett, Procurement Manager

Central Region ● 400 W. Robinson Street ● Suite S1118 Orlando ● Florida 32801-1782

Mission: Work in Partnership with Local Communities to Protect the Vulnerable, Promote Strong and Economically Self-Sufficient Families, and Advance Personal and Family Recovery and Resiliency

Mailing & Physical Address:

**Florida Department of Children and Families
400 West Robinson Street, Suite 1118
Orlando, FL 32801**

Email:

Amy.Hammett@myflfamilies.com

Section 2.4 Schedule of Events and Deadlines

ACTIVITY	DATE	TIME (All Eastern)	ADDRESS	Section Reference
ITN advertised and released on Florida Vendor Bid System (VBS):	September 27, 2017	5:00 p.m.	DMS Vendor Bid System (VBS) Electronic Posting site: http://myflorida.com/apps/vbs/vbs_www.main_menu	2.2.1
Notice of Intent to Submit a Reply to be received by the Department:	September 29, 2017	1:00 p.m.	Department of Children & Families Attn: Sam Chaaban, Procurement Manager Mailing Address: 400 West Robinson Street, Suite S1118 Orlando, FL 32801	2.5
*Solicitation Conference to be held:	September 29, 2017	1:00 p.m.	Department of Children & Families Physical Address: 400 West Robinson Street South Tower, Room # S1106F Orlando, FL 32801 Conference Number: 1-888-670-3525 Code: 7027600829	2.6
Submission of written inquiries must be received by:	October 6, 2017	1:00 p.m.	Department of Children & Families Attn: Amy Hammett , Procurement Manager Mailing Address: 400 West Robinson Street Orlando, FL 32801, Suite S1118 Amy.Hammett@myflfamilies.com	2.7
Deadline for Department's Response to Inquiries:	October 11, 2017	5:00 p.m.	DMS Vendor Bid System Electronic Posting site: http://myflorida.com/apps/vbs/vbs_www.main_menu	2.7
Sealed Replies must be received by the Department:	October 25, 2017	1:00 p.m.	Department of Children & Families Attn: Amy Hammett , Procurement Manager Mailing Address: 400 West Robinson Street, Suite S1118 Orlando, FL 32801	2.8

*Reply Opening and Review of Mandatory Requirements:	October 27, 2017	1:05 p.m.	Department of Children & Families Physical Address: 400 West Robinson Street South Tower, Room # S1106F Orlando, FL 32801	5.1
*Debriefing Meeting of the Evaluators and ranking of the replies:	November 2, 2017	11:00 a.m.	Department of Children & Families Physical Address: 400 West Robinson Street South Tower, Room # 1106F Orlando, FL 32801	5.2
Anticipated posting of qualified vendors ("Short List") for Negotiation:	November 9, 2017	5:00 p.m.	DMS Vendor Bid System (VBS) Electronic Posting site: http://myflorida.com/apps/vbs/vbs_www.main_menu	5.2
*Organizational Meeting of Negotiation Team	November 27, 2017	10:30 a.m.	Department of Children & Families Physical Address: 400 West Robinson Street South Tower, Room #S1106F Orlando, FL 32801	5.3
Anticipated Negotiation Period	November 27-29, 2017	10:30 a.m.	Department of Children & Families Physical Address: 400 West Robinson Street South Tower, Room 1106F Orlando, FL 32801	5.3
*Meeting of Negotiation Team to Develop Recommendation for Award:	November 29, 2017	3:00 p.m.	Department of Children & Families Physical Address: 400 West Robinson Street South Tower, Room # 1106F Orlando, FL 32801	5.4
Anticipated posting of Intended Contract Award:	December 1, 2017	5:00 p.m.	Vendor Bid System (VBS) Electronic Posting site: http://myflorida.com/apps/vbs/vbs_www.main_menu	5.4
Anticipated Effective Date of Agreement:	December 8, 2017	NA	NA	N/A
<p>*All vendors are hereby notified that the meetings noted with an asterisk above (*) are open to the public and may be electronically recorded by any member of the audience. Although the public is invited, no comments or questions will be taken from vendors or other members of the public (except for the Solicitation Conference, in which comments and questions will be taken from vendors).</p>				

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.