



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

Rick Scott
Governor

Mike Carroll
Secretary

William S. D'Aiuto
Regional Managing Director

**ADDENDUM #3
For Prospective Respondents for the following
Invitation to Negotiate (ITN): #07FS1804
Lead Agency for Community-Based Care Central Region Circuit 9 & 18
Orange, Osceola, and Seminole Counties**

DATE: August 15, 2018

TO: Prospective Respondents to ITN: #07FS1804

FROM: Sumer Bray, Procurement Manager

SUBJECT: Changes to ITN Document – Section 4.3.3 TAB B: BUDGET

Invitation to Negotiate **Lead Agency for Community-Based Care Central Region Circuit 9 and 18 Orange, Osceola, and Seminole Counties, ITN #07FS1804**, is hereby amended as follows (all changes are highlighted in yellow):

4.3.3 TAB B: BUDGET

The vendor must provide a five (5) year financial model/budget that provides a basis for the cost of services to be provided by functional area, as well as administrative costs for the Lead Agency and all subcontractors. The results should be submitted by functional area and then totaled where appropriate. The Vendor shall use the spreadsheet models provided to submit the responses using the forms identified below.

1. CBC Fiscal Attachments:

<http://www.myflfamilies.com/service-programs/community-based-care/cbc-fiscal-attachments> CBC
Annual Service by Budget Category – FY 2018-19

2. CBC Fiscal Attachments Archive:

<http://www.myflfamilies.com/service-programs/community-based-care/cbc-fiscal-attachments-archive> CBC
Functional Budget Template – FY 2014-2015

Each Vendor shall complete all sections of the **CBC Annual Budget by Service Category– FY 2018-2019** and the CBC Functional Budget Template–FY 2014-2015. The completed spreadsheets must be submitted in the original reply in a hard copy format as well as included in the electronic Financial Reply. The electronic response of the completed spreadsheets must be submitted as both a Microsoft Excel 2007 version and an Adobe Acrobat PDF file format. The budget totals should be based on available funding projections, if any (**APPENDIX XII, SCHEDULE OF FUNDS**), and if different, the vendor should explain the differences.

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