



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

Rick Scott
Governor

Mike Carroll
Secretary

**INVITATION TO NEGOTIATE # ITN 07H17GN1
ADDENDUM #002
South Florida State Hospital**

Office of Substance Abuse and Mental Health

Below are the inquiries and Department responses related to the above referenced ITN:

	ITN Section	ITN Page	Question/Response	
1	4.1.6	15	Q:	Is there a preferred/required font type and size for replies?
			A:	<i>There is no preferred font type. The preferred font size should be no less than 11.</i>
2	4.1.6	15	Q:	If financial statements are not single-spaced, can exceptions be made to formatting requirements?
			A:	<i>Documents prepared by a third party, such as financial statements, should be submitted as they were prepared and should not be altered for submission in response to the ITN.</i>
3	4.2.7	17	Q:	If supporting documents in their original form are not single-spaced, can exceptions be made to supporting documentation formatting?
			A:	<i>Supporting documents may be submitted as they were originally created. Any document created or prepared in response to the ITN should adhere to the formatting requirements.</i>
4	Appendix VII	52	Q:	Should written documents serving as evidence of subcontracts be included with the reply? Where should they be included in the reply?
			A:	<i>Documentation of subcontracts is not required as part of the reply to the ITN but may be requested during the negotiations phase.</i>
5	Appendix XIII, 4.3.5.	34	Q:	Where should the completed "Appendix VII: Subcontractor List" be included in the reply?
			A:	<i>A completed Appendix VII: Subcontractor List should be included in Tab 4 of the Programmatic Reply as part of the Program Description for all subcontracted services related to the delivery of Programmatic Services. (See Section E.1)e) of Appendix VIII: Program Description Template.) A completed Appendix VII: Subcontractor List should be included in Tab 2 of the Facility Management Reply as part of the Facility Management Description for all subcontracted services related to Facility Management. (See Section C.1)2) of Appendix IX: Facility Management Description Template.)</i>

1317 Winewood Boulevard, Tallahassee, Florida 32399-0700

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

	ITN Section	ITN Page	Question/Response	
6	Appendix XIII Section B-7.5.	81	Q:	Is the Provider responsible for the costs of all repairs? Is the provider responsible for the cost of repairs under \$100,000?
			A:	<i>The selected vendor is responsible for the cost of <u>all</u> repairs or replacement of equipment. The Department agrees to <u>request</u> a special legislative appropriation for major repairs or replacement of equipment over \$100,000. Reimbursement is <u>not</u> guaranteed.</i>
7	Appendix XIII Section C-1.5	84	Q:	Is evidence of collaboration (e.g., Memorandum of Agreement, Letters of Commitment) preferred or required to be included in the reply?
			A:	<i>Memoranda or letters of commitment are not required as part of the reply to the ITN. However, in responding to the ITN, it is the responsibility of the vendor to provide sufficient information to demonstrate their ability to collaborate with other entities as outlined in Appendix XIII, Section C-1.5.</i>

Section 2.4 Schedule of Events and Deadlines

The following activity is hereby amended as follows:

Activity	Date	Time	Address	Section Reference
Mandatory Site Visit	September 28, 2017	10:00 am	South Florida State Hospital 800 E. Cypress Dr. Pembroke Pine, FL 33025	2.6
Submission of written inquiries must be received by:	October 5, 2017	5:00 pm	Michele Staffieri, Procurement Manager Florida Department of Children and Families 1317 Winewood Blvd., Bldg. 6, Room 231 Tallahassee, FL 32399-0700 Michele.staffieri@myflfamilies.com	2.7
Anticipated date for posting Department's Response to Inquiries:	October 10, 2017	2:00 pm	http://myflorida.com/apps/vbs/vbs_main_menu	2.7

All times in the event schedule are local times for the Eastern Time (ET) Zone. Although the Department may choose to use additional means of publicizing the results of this ITN, posting on the VBS is the only official notice recognized for the purpose of determining timeliness in the event of protest.