

**NOTICE OF INTENDED DECISION
TO ENTER INTO A SINGLE SOURCE CONTRACT
(PUR 7778)**

This Notice of Intended Decision to Enter into a Single Source Contract is posted in accordance with section 287.057(3), Florida Statutes.

AGENCY: Florida Department of Corrections (FDC)

TITLE: American Correctional Association (ACA)

Short description of the commodity or service desired: **Auditor Services to ensure that Correctional Institutions (CI) are operated professionally, and continue to be accredited by the ACA.**

CONTACT:

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Internal tracking number, if any: **FDC SS-18-090**

DMS Single Source number, if applicable: N/A

Date posted: June 15, 2018

Time Posted: 9:30 a.m., Eastern Time (E.T.)

Commodity or Contractual Service (commodity or United Nation Standard Products and Services Code (UNSPSC), manufacturer, model, and description, as appropriate):

84111600 Audit services

Requestor (division, bureau, office, individual, as appropriate):

Mike Harrell, Chief of Security Operations, Office of Institutions

Performance and/or Design Requirements (e.g... intended use, function or application, compatibility, requirements; reference to policy, rule, statute or other act of the Legislature, etc., as appropriate):

The Department is seeking three certified auditors from the American Correctional Association (ACA) to travel to its facilities to conduct audits and ensure continued ACA accreditation. Through their reviews and critiques of the facilities' operations and documentation, the Department is made better as correctional leaders and facilities are improved.

American Correctional Association standards are the national benchmark for the effective operation of correctional systems throughout the United States, and are necessary to ensure that correctional facilities are operated professionally. They address services, programs and operations essential to good correctional management, including administrative and fiscal controls, staff training and development, physical plant, safety and emergency procedures, sanitation, food service, and rules and discipline. Standards reflect practical, up-to-date policies and procedures that safeguard the life, health and safety of staff and offenders.

Intended Single Source:

American Correctional Association

206 N Washington Street, Suite 200

Alexandria, Virginia 22314

Price:

\$473,550.00 for a three (3) year term

Justification for Single Source acquisition (what is necessary and unique about the product, service or source; steps taken to confirm unavailability of competition, as appropriate):

The Department seeks to enter into a Single Source Agreement with American Corrections Association for a total of 50 audits to be performed throughout its facilities.

The American Correctional Association is the only national accreditation and reaccreditation source in the United States for all elements of Adult Institutions and Jails. The audit assessment must be completed by approved American Correctional Association auditors. ACA is the only correctional association that is nationally recognized for its accreditation process.

Approved By (names & titles, as appropriate, e.g., requestor, requestor management, information systems, budget, purchasing):

Mike Harrell, Chief of Security Operations, Office of Institutions

Richard Comerford, Director, Office of Institutions

Trueby Bodiford, Assistant Chief, Bureau of Procurement

Julyn Hussey, Purchasing Manager

Nicole Todd, Purchasing Analyst Supervisor

Jill Campbell, Purchasing Specialist

Failure to file a protest within the time prescribed in section 120.57(3), Florida Statutes, or failure to file a bond or other security within the time allowed for filing a bond, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.