

**SOLICITATION CONFERENCE AGENDA
REQUEST FOR PROPOSAL (RFP) #10630
INVEST IN CHILDREN PROGRAM, CENTRAL REGION**

Thursday, February 14, 2019 @ 10:00 a.m. EST

**Florida Department of Juvenile Justice
Knight Building
2737 Centerview Drive
Tallahassee, Florida 32399-3100**

**For Conference Attendance by Telephone
Call #1-888-585-9008 and enter Code 537706468# when directed**

Request for Proposals (RFP): The Department seeks the implementation and delivery of innovative programs to address juvenile delinquency prevention and intervention efforts throughout the State of Florida that include, but are not limited to: mentoring; tutoring, academic assistance, life skills training, job internships, learning to live violence-free, family engagement, recreational programs, substance abuse intervention; education enhancement, and other services that will support prevention and intervention of youth from the juvenile justice system.

1. Introductions

Dominique Wimberly, Procurement Manager

2. Opportunity for Any Questions/Discussion from Prospective Respondents

All verbal questions discussed during the Solicitation Conference must be submitted in writing for an official Department response. Additional questions for submission after this conference is concluded must be submitted in writing to the Procurement Manager identified in the table below by **5:00 p.m. EST on Friday, February 22, 2019.**

3. Review of Calendar Deadlines (All listed times are local time (Eastern Daylight/Standard Time) in Tallahassee, Florida)

Monday, February 18, 2019	2:00 PM EST	Deadline to request link to register for the Webinar	To participate in the Webinar, please email the Procurement Manager the anticipated date of participation and request the link to register for the Webinar at: Dominique.Wimberly@djj.state.fl.us
Tuesday, February 19, 2019	9:00 AM EST	After-School/Summer Program Webinar	Knight Building, Department Headquarters 2737 Centerview Drive Lobby (for directions) Tallahassee, FL 32399-3100 The Respondent must register for the After-School/Summer Program Webinar prior to the date of the Webinar. To participate in the Webinar, please email the Procurement Manager the anticipated date of participation and request the link to register for the Webinar at: Dominique.Wimberly@djj.state.fl.us
OR			
Thursday, February 21, 2019	1:00 PM EST		
Friday, February 22, 2019	C.O.B.	Final Date and time deadline written questions will be accepted Deadline for Submission of Intent to Submit a Proposal / Bid (Attachment N)	Send to Dominique.Wimberly@djj.state.fl.us

Thursday, March 14, 2019	C.O.B.	Anticipated date that answers to written questions will be posted on the web site	MyFlorida.com web site http://www.myflorida.com/apps/vbs/vbs_main_menu
Monday, March 18, 2019	1:00 PM EDT	Technical Assistance Conference Call (To be held before proposals due)	Bureau of Procurement and Contract Administration Knight Building, Department Headquarters 2737 Centerview Drive Lobby (for directions) Tallahassee, FL 32399-3100 or telephone 1-888-585-9008 and enter code 537706468#
Wednesday, March 27, 2019	2:00 PM EDT	Proposals due and opened	Attention: Dominique L. Wimberly Department of Juvenile Justice Bureau of Procurement and Contract Administration 2737 Centerview Drive, Suite 1134 Tallahassee, FL 32399-3100

4. Closing Statements

Nothing discussed during the solicitation conference will augment or change the specifications of the RFP. Any Department changes to the specifications and the Department's formal answers to all questions will be posted in the form of an addendum to the RFP document on the MyFlorida.com website at http://www.myflorida.com/apps/vbs/vbs_main_menu. Prospective Respondents should monitor the site for each particular RFP.

NOTICE TO ALL ATTENDEES: The Department will accept oral questions during the solicitation conference and will make a reasonable effort to provide answers at that time. Impromptu questions will be permitted and spontaneous answers provided; however, the Department will issue a written answer ONLY to questions subsequently submitted in writing. Any information communicated through oral communication shall not be binding on the Department and shall not be relied upon by any prospective Respondent.

Respondents to this solicitation or persons acting on their behalf may not contact, between the release of this solicitation and the end of the seventy-two (72) hour period following the agency posting the notice of intended award, excluding Saturdays, Sundays, and state holidays, any employee or officer of the executive or legislative branch concerning any aspect of this solicitation, except in writing to the Procurement Manager or as provided in the procurement documents. Violation of this provision may be grounds for rejecting a response.

Any person with a qualified disability shall not be denied equal access and effective communication regarding any proposal/proposal documents or the attendance at any related meeting or proposal/proposal opening. If accommodations are needed because of a disability, please contact me, Dominique Wimberly at (850) 717-2606 at least two business days prior to the meeting.

RFP 10630
INVEST IN CHILDREN – CENTRAL REGION
Questions Submitted by Prospective Respondents
(Questions are presented in exact manner received.)

PACE Center for Girs, Hillsborough – Received on 2/1/2019

Question #1	The new RFP includes a question regarding whether or not the organization applying has a revenue of \$5million or more. Our local organization has a revenue of approximately \$2.3 million, while our state level organization has over \$36 million in revenue. Will that preclude our local organization from applying for this grant? (Can I include this)?
Answer #1	

Florida YBOA- Comets Basketball – Received on 2/2/2019

Question #2	Even though the grant will be given to 4 agencies. Can the agency apply for the grant in 2 different counties?
Answer #2	

Boys Town - Received on 2/7/2019

Question #3	The RFP states that it is imperative for respondents to attend the After-School/Summer Program Webinar but it is not identified as Mandatory. Can you provide clarification, if the webinar is a mandatory requirement to submit a proposal for this RFP.
Answer #3	