

# REQUEST FOR PROPOSAL (RFP)

## ADDENDUM #2

December 29, 2020

RFP Number: 10693

RFP Services: The Department is seeking a thirty-three (33) bed Residential Program for high risk boys between the ages of thirteen (13) and eighteen (18), who have been adjudicated to a high-risk, sex offender treatment program. The proposed program should include innovations in delinquency programming and treatment services. Basic Care and Custody of a residential program shall be provided in accordance with Florida Statutes (F.S.), Florida Administrative Rules and Department policy to meet the minimum requirements as described in Attachments A-1, in keeping with A-2, References and Definitions and, A-3, Juvenile Sexual Offender Treatment Services. Services shall also include funding for thirty-three (33) filled beds for boys in need of Juvenile Sexual Offender Treatment Services as described in relevant attachments. The program shall be in a Department owned building located at 1386 Indian Lake Road, Daytona Beach, Florida 32124 in DJJ's North East Region or in a Respondent-owned/leased building located in Florida.

UNSPSC Code: 93141500 – Social development and services  
93141507 – Social work administration services

Subject: This Addendum updates the number of required shifts; updates the Motivational Interviewing training to include the number of required hours; and contains prospective Respondents' questions and the Department's answers.

Deletions are indicated by "strikethrough". Additions, updates or replacements are indicated by underscore. All changes are highlighted yellow for quick reference.

**REFERENCE: Page 11, Attachment A, Section V., E., 1., Staffing Levels**

**UPDATE:** e. ~~The Respondent shall provide three shifts with a minimum of thirty-two (32) direct care staff. The Department prefers three shifts; however, the Respondent may describe in its proposal how staffing and shift coverage will be addressed if the Respondent chooses not to operate three shifts.~~ The starting hourly rate for direct care staff shall be no less than \$15.00 per hour.

**REFERENCE: Page 12, Attachment A, Section V., E., 3., Staff Training**

**UPDATE:** a. 22. Motivational Interviewing (MI) (14-hour Pre-Service);

Protests must be filed with the Agency Clerk, Office of the General Counsel, Florida Department of Juvenile Justice, 2737 Centerview Drive, Tallahassee, Florida 32399-3100, with a copy to the Department's Procurement Manager responsible for the solicitation, within the time prescribed in subsection 120.57(3), Florida Statutes, and chapter 28-110, Florida Administrative Code.

Failure to file a protest within the time prescribed in subsection 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. Written notices, formal requests and proceedings must conform to the requirements set forth in chapter 28-110, Florida Administrative Code.

Any person who files an action protesting a decision or intended decision pertaining to contracts administered by the department or agency pursuant to subsection 120.57(3), Florida Statutes, shall post with the department or the agency at the time of filing the formal protest a bond payable to the department or agency in an amount equal to 1 percent (1%) of the estimated contract amount. The estimated contract amount shall be based upon the contract price submitted by the protestor or, if no

contract price was submitted, the department or agency shall estimate the contract amount based on factors including, but not limited to, the price of previous or existing contracts for similar commodities or contractual services, the amount appropriated by the Legislature for the contract, or the fair market value of similar commodities or contractual services. The agency shall provide the estimated contract amount to the Respondent within seventy-two (72) hours, excluding Saturdays, Sundays, and state holidays, after the filing of the notice of protest by the Respondent. The estimated contract amount is not subject to protest pursuant to subsection 120.57(3), Florida Statutes. The bond shall be conditioned upon the payment of all costs and charges that are adjudged against the protestor in the administrative hearing in which the action is brought and in any subsequent appellate court proceeding. In lieu of a bond, the department or agency may, in either case, accept a cashier's check, official bank check, or money order in the amount of the bond. If, after completion of the administrative hearing process and any appellate court proceedings, the department or agency prevails, it shall recover all costs and charges which shall be included in the final order or judgment, excluding attorney's fees. This section shall not apply to protests filed by the Office of Supplier Diversity. Upon payment of such costs and charges by the protestor, the bond, cashier's check, official bank check, or money order shall be returned to the protestor. If, after the completion of the administrative hearing process and any appellate court proceedings, the protestor prevails, it shall recover all costs and charges which shall be included in the final order or judgment, excluding attorney's fees.

SIGNED BY: \_\_\_\_\_

NAME: \_\_\_\_\_

COMPANY: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

**(Questions are presented in exact manner received.)**

<b>Rite of Passage, Inc. – RECEIVED 11/16/20</b>	
Question #1	32 staff at \$15.00 per hour. Is that 32 direct care staff for 33 kids?
Answer #1	See Addendum #1 to this RFP, posted on November 30, 2020, which removed the requirement for thirty-two (32) direct care staff.
Question #2	It states three shifts. Does that mean 8 hour shifts because we actually have 4 shifts, A B C and D but they are 12 hour shifts
Answer #2	No, the request for three shifts does not mean they must be 8 hour shifts. While the Department prefers three shifts, the Respondent can explain in its proposal how they will address staffing and shift coverage if they choose not to operate three shifts.
<b>Rite of Passage, Inc. – RECEIVED 12/09/20</b>	
Question #3	What is the rate for unfilled beds?
Answer #3	The unfilled rate will not exceed \$237.00.
Question #4	Is a 3% budget reduction anticipated following contract execution?
Answer #4	At this time, a 3% reduction is not anticipated for the new Contract.
Question #5	Will reimbursable startup funding be available?
Answer #5	The Respondent may include a request in its proposal for start-up funding to be considered. The request must include details which the Department may use to conduct an analysis of the request. Ensure the Attachment H includes the start-up funds being requested.
Question #6	Can staff clothing distinctly different from youth clothing be used in place of the word "Staff"?
Answer #6	No. Per the RFP, page 9, the requirements for staff clothing are listed in Section V., B., 10.
Question #7	Would DJJ consider expediting the contract start date?
Answer #7	The Department cannot commit to expediting the Contract start date any earlier than what is stated in the RFP on page 42, which is July 1, 2021.
<b>TrueCore Behavioral Solutions, LLC – RECEIVED 12/10/20</b>	
Question #8	Can the Department please provide an editable version of Exhibit 5 and Exhibit 6?

Answer #8	Yes, the Department can provide an editable version of Exhibit 5 and Exhibit 6. Please contact the Procurement Manager and request the editable documents.
Question #9	Can the Department please provide an editable version of Attachment D and Attachment O?
Answer #9	Yes, the Department can provide an editable version of Attachment D and Attachment O. Please contact the Procurement Manager and request the editable documents.
Question #10	Can the Department please clarify the staffing pattern for Health Services?
Answer #10	If this question is in reference to the number of nursing hours required on page 11 of the RFP, the Department based these hours on the type of services being provided (high-risk sex offender treatment) and the maximum number of youth [thirty-three (33)] that can be served in this program.
Question #11	Pg. 7 #5b - Under the Behavior Management System, it references a "study." Will the program be required to submit any materials related to the study and/or findings?
Answer #11	No, the program will not be required to submit any materials related to the study and/or findings.
Question #12	Pg. 12 - Pre-Service Training requirement - "Motivational Interviewing (MI)" is listed as a training requirement. However, it doesn't specify hours. Is this the full 16-hour MI training or just an overview of MI?
Answer #12	Motivational Interviewing is a 14-hour training requirement.
Question #13	The RFP states that staff uniforms must have the word "staff" written on the back of the shirt. Can the Department please provide clarification as to this requirement? Is it permissible for the word "staff" to be written on the front of the shirt?
Answer #13	No. See Answer #6 above.