

REQUEST FOR PROPOSAL (RFP)

INFORMATIONAL NOTICE #1

FEBRUARY 15, 2021

RFP Number: 10698

RFP Services: The Department is seeking a twenty-eight (28) bed Residential Program for girls appropriate for nonsecure residential placement, who are between the ages of twelve (12) and nineteen (19). The program shall 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, A-3, Intensive Mental Health (IMH) services, A-4, Borderline Intellectual Functioning (BIF) / Borderline Developmental Disability (BDD) services and A-5, Developmental Disability (DD) services. Services shall also include funding for twenty-eight (28) filled slots for girls in need of IMH, BIF/BDD, DD or a combination of IMH, BIF/BDD and DD as described in the relevant attachments. The program shall be in a Department-owned building located at 2515 Ortiz Ave., Fort Myers, Florida 33905 in DJJ's South 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 Informational Notice contains revisions to the Calendar of Events, to the Site Visit language, and to the Electronic Upload of the Proposal(s) language.

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

REFERENCE: Page 56, Attachment B, Section IV., A., Calendar of Events (table)
UPDATE:

DATE	TIME	ACTION	WHERE
Wednesday, February 17, 2021	5:00 PM EST	Pre-registration for MANDATORY Site Visit	Pre-registration is required. See Section IV., C., below for site visit information.
Friday, February 19, 2021	2:00 PM EST	MANDATORY Site Visit	Pre-registration is required. See Section IV., C., below for site visit information.
Friday, March 5, 2021	C.O.B. 5:00 PM EST	Deadline for Written Questions	Send to Michelle.Zieman@djj.state.fl.us
Tuesday, March 23, 2021	C.O.B. 5:00 PM EDT	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_www_mai_n_menu
Tuesday, April 6, 2021	5:00 PM EDT	Deadline to request access to	Send to Michelle.Zieman@djj.state.fl.us

DATE	TIME	ACTION	WHERE
		<u>the DJJ Bid Library</u>	<u>See Section VI., C., 1., b. & c., below for Bid Library information.</u>
Wednesday, April 7, 2021	<u>C.O.B. 5:00 PM EDT</u>	Deadline for Submission of Intent to Submit a Response (Attachment N)	<u>Send to: Michelle.Zieman@djj.state.fl.us</u> <u>Submit to the DJJ Bid Library</u>
Monday, April 12, 2021	2:00 PM EDT	Proposals Due and Opened - Conference Call	Telephone 1-888-585-9008 and enter code 781-229-052# when directed.
Friday, April 23, 2021	10:00 AM EDT	Evaluation Team Briefing Conference Call (This meeting is open for public attendance via telephone)	Tallahassee, FL 32399-3100 or telephone 1-888-585-9008 and enter code 781-229-052# A recording of the Conference Call will be available at: http://www.djj.state.fl.us/partners/contracting/conference-calls within forty-eight (48) hours of the Briefing being concluded, excluding weekends and holidays.
Monday – Tuesday, May 17 - 18, 2021	10:00 AM EDT	Evaluation Team Debriefing Conference Call (This meeting is open for public attendance via telephone)	Tallahassee, FL 32399-3100 or telephone 1-888-585-9008 and enter code 781-229-052# A recording of the Conference Call will be available at: http://www.djj.state.fl.us/partners/contracting/conference-calls within 48 hours of the Debriefing being concluded, excluding weekends and holidays.
Thursday, July 1, 2021	<u>C.O.B. 5:00 PM EDT</u>	Notice of Intended Award	MyFlorida.com web site http://www.myflorida.com/apps/vbs/vbs_main_menu
Tuesday, August 17, 2021		Anticipated Contract Start Date	

REFERENCE: Page 57, Attachment B, Section IV., C., Site Visit

UPDATE: Site Visit

1. If the Respondent is proposing services at the Department-owned building, it is **MANDATORY** that the Respondent attends the Department site visit at the Department-Owned building located at 2515 Ortiz Ave. Fort Myers, Florida, 33905 AND signs the official sign-in sheet to verify attendance. The site visit will be held at the Department facility(ies) at the date and time specified in the Calendar of Events (Section IV., A.). The Respondent must register for this meeting forty-eight (48) hours before the start of the meeting. Contact the Procurement Manager for registration details.
2. If the Respondent is proposing services at their own owned/leased facility, the Respondent must complete the **MANDATORY** Attachment E [Facility / Site Requirements Certification (for Respondent Proposed Owned / Leased Facility)]. Site Visit Inspections for Respondent Owned/Leased facilities will be held by the Department as per Attachment E. **Note:** The Department reserves the right to

inspect the proposed facility site and determine if the facility site meets all the requirements of the Department and this RFP.

REFERENCE: Page 58, Attachment B, Section VI., C., 1., Electronic Upload of the Proposal(s)

UPDATE: b. Respondents shall request to register for a DJJ Bid Library account no later than **April 7, 2024 the deadline specified in the Calendar of Events for this RFP** by contacting the Procurement Manager for this RFP: Michelle Ziemann, via e-mail at: Michelle.Ziemann@djj.state.fl.us, or phone: (850) 717-2609;