



Charlie Crist
Governor

Ana M. Viamonte Ros, M.D., M.P.H.
State Surgeon General

Addendum # 1
ITN DOH 08-026
Florida Onsite Sewage Nitrogen Reduction Strategies Study

DATE: October 17, 2008
TO: Prospective Vendors
FROM: Maureen Livings, Purchasing Analyst
SUBJECT: Addendum #1 to DOH 08-026

The purpose of this Addendum is to revise information contained in the Invitation to Negotiate, as follows:

- Timeline Revised (see attached)
- Page 19, Section 4.25 Evaluation of Proposal, an added statement after the last sentence in the first paragraph in section 4.25: "The Evaluation Team will consider task rankings and overall rankings in the development of a recommendation to initiate negotiations for single or multiple contracts".
- Page 20, Section 4.26.4 Description of Approach: Replace the "(6 page limit)" in the title to "(2 page limit per task)"
- Page 27, Attachment I: Item number 4): Replace the "(6 page limit)" in the bolded part to "(2 page limit per task)"
- Page 29, Attachment III: Replace with the attached file titled " Attachment III Revised" (see attached)

FAILURE TO FILE A PROTEST WITHIN THE TIME PRESCRIBED IN FS 120.57(3) 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

Timeline
DOH 08-026
Revised 10/17/08

EVENT	DUE DATE	LOCATION
ITN Advertised - Released	September 26, 2008	Vendor Bid System: http://vbs.dms.state.fl.us/vbs/main_menu
Questions Submitted in Writing	Prior to 3:00 PM EST October 9, 2008	Submit to: Florida Department of Health Purchasing – Maureen Livings, Suite 310 4052 Bald Cypress Way, Bin B07 Tallahassee, Florida 32399-1749 Fax: (850) 412-1185 E-mail: Maureen_Livings@doh.state.fl.us
Optional Pre-Proposal Conference	October 14, 2008 2:00 PM – 3:00 PM	Department of Health 4042 Bald Cypress Way Conference Room 240 P Tallahassee, Florida 32399 Or via Conference call: 1-888-808-6959 code - 1454070
Answers to Questions	October 17, 2008	Posted electronically via the following Internet site: http://vbs.dms.state.fl.us/vbs/main_menu
Sealed Proposals Due and Opened	Must be received PRIOR to: 3:00 PM EST October 29, 2008	Florida Department of Health Purchasing – Maureen Livings, Suite 310 4052 Bald Cypress Way, Bin B07 Tallahassee, FL 32399-1749
Anticipated Evaluation of Proposals	Beginning October 29, 2008	Individual Evaluation of written proposals
Anticipated Evaluation Team Meeting	November 6 2008 9:30 am	Evaluation Team Meeting – Renaissance Orlando Resort at SeaWorld Oceans #12 6677 Sea Harbor Drive Orlando, FL 32821
Anticipated Beginning Negotiations	November 13, 2008	
Anticipated Posting of Intent to Award	November 18 2008	Vendor bid system: http://vbs.dms.state.fl.us/vbs/main_menu

ATTACHMENT III
Revised 10/17/08

PROPOSAL EVALUATION CRITERIA WORKSHEET

Responder Name: _____

Evaluator Name: _____

Date: _____

Evaluators will judge the presence and quality of each response in assigning a score (see Attachment I for questions). The scores range from the highest score representing an excellent response to a zero representing no response. The higher the score the better is the response. The score for each individual task and the overall score are then converted to ranks. Proposals with the same score will receive their average rank, e.g. two proposals tied for first and second place will both receive a ranking of 1.5. The Evaluation Team will consider task rankings and overall rankings in the development of a recommendation to initiate negotiations for single or multiple contracts.

ITN Questionnaire Question Number	Point Value	Task A (as single contract)	Task B (as single contract)	Task C (as single contract)	Task D (as single contract)	Overall (as one contract)
1. Introduction (4.26.1)	0 - 4					
2. Company Background (4.26.2) [non-compliance with the certifications given in Attachment V will result in disqualification for Tasks A and B]	0 - 4					
3. Willingness to meet time and budget constraints (4.26.3)	0 - 8					
4. Description of Approach to Performing Tasks Required by Section 4.4 (4.26.4) (2 pages per task)						
Task A. Prioritizing of technologies for testing	0 - 8					
Task B. Field testing of technologies at actual home sites and cost documentation	0 - 10					
Task C. Evaluation of nitrogen reduction provided by soils and the shallow groundwater below and down gradient of various systems	0 - 10					
Task D. Development of a simple model for predicting nitrogen fate and transport from onsite wastewater systems	0 - 8					
5. Qualifications/ Organizational Capacity (Attachment VI) (4.27.1)						
a) qualification of staff	0 - 8					
b) relevance of past projects	0 - 8					
c) additional benefits	0 - 6					
6. Description of Project and Workload Management (4.27.2) (4 page limit)						
a) organization and assignment of staff	0 - 4					
b) project and quality management	0 - 4					
c) potential for conflicts of interests	0 - 4					
7. Past Performance references (4.9) (average of three, according to Attachment II)	0 - 14					
8. Subcontractor Documentation (5.7)	yes/no					
Total						
		72 POSSIBLE	74 POSSIBLE	74 POSSIBLE	72 POSSIBLE	Overall (100 POSSIBLE)
Ranking						