



**Addendum #4 to the  
 Invitation to Negotiate  
 For Information Technology Services and Support (ITSS)  
 Advertising Number: ITN-025-ITSS**

Date: Tuesday, October 2, 2024  
 To: Respondents to ITN-025-ITSS  
 From: Chris Hughes, Manager, Contracts and Compliance  
 Subject: Addendum 4 to ITN

1) SECTION 5. TIMELINE – SCHEDULE OF EVENTS AND DEADLINES, on pages 10 and 11, is hereby amended and revised in its entirety to reflect the following:

| EVENT  | DATE AND TIME*               |
|--|------------------------------|
| Invitation to Negotiate released and posted on the FSS website               | 07/01/2024<br>2:00 PM, EDT   |
| Solicitation Conference (meeting for questions and answers) **public meeting | 07/15/2024<br>3:00 PM, EDT   |
| Last Day to Submit Inquiries and Notice of Intent to Submit a Reply          | 07/19/2024<br>2:00 PM, EDT   |
| Posting of Responses to Inquiries  | 07/29/2024<br>2:00 PM, EDT   |
| Sealed Proposals due to FSS  | 08/16/2024<br>2:00 PM, EDT   |
| Opening of Proposals **public meeting  | 08/16/2024<br>2:30 PM, EDT   |
| Posting of Qualified Respondents   | 08/16/2024<br>5:00 PM, EDT   |
| Evaluation period  | Begins Week of<br>08/19/2024 |
| Oral Presentations   | Begins Week of<br>09/03/2024 |
| Debrief meeting of evaluators and ranking of replies **public meeting        | 09/13/2024<br>1:00 PM, EDT   |
| Posting of the Ranking of Replies and Intent to Negotiate                    | 09/13/2024<br>5:00 PM, EDT   |
| Anticipated Negotiations & Transition Planning Period                        | Begins Week of<br>09/16/2024 |
| Post Intent to Award Notice  | 10/16/2024<br>4:00 PM, EDT   |
| Anticipated effective date of contract                                       | <b>01/01/2025</b>            |



\*The dates and times listed are subject to change as deemed necessary by FSS.

\*\*Public meetings will be held virtually using the link and/or call number listed below:

Family Support Services

Zoom Meeting Link: <https://zoom.us/j/4999167499>

Meeting ID: 499 916 7499

Call Number: 1 (301) 715-8592

The purpose of the Solicitation Conference is to review the ITN with interested Providers. FSS encourages all prospective Providers to participate in the Solicitation Conference, during which prospective Providers may pose questions. The Solicitation Conference for this ITN will be held at the time and date specified above in Section 5. Participation in the Solicitation Conference is not a prerequisite for acceptance of replies from prospective Providers. FSS shall only be bound by written information that is contained within the solicitation documents or formally posted as an addendum or response to questions.

FAILURE TO FILE A PROTEST WITHIN THE TIME PRESCRIBED IN S. 120.57(3), F.S., 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, F.S.