



FLORIDA STATE COURTS SYSTEM  
 OFFICE OF THE STATE COURTS ADMINISTRATOR  
 INVITATION TO NEGOTIATE  
 AMENDMENT ANNOUNCEMENT FORM

Page <u>1</u> of <u>1</u> Pages	SUBMIT FORM TO: Office of the State Courts Administrator General Services Office, 500 S. Duval Street Tallahassee, Florida 32399-1900 Email - <a href="mailto:SCS_Contracts@fcourts.org">SCS_Contracts@fcourts.org</a>
AGENCY RELEASE DATE: May 26, 2017	
SOLICITATION TITLE: <b>19<sup>th</sup> CIRCUIT COURT SPANISH LANGUAGE INTERPRETATION PROVIDERS</b>	
SOLICITATION NO: <b>ITN# 2200-17/002</b>	

PROPOSALS WILL BE OPENED: **July 31, 2017 @ 3:00 PM** and may not be withdrawn prior to execution of a Contract.

**ANNOUNCEMENT No. 3:**

The Question and Answer events will take place on Tuesday, July 11, 2017 from 2:00 PM to 4:00 PM and 6:00 PM to 8:00 PM, and Monday, July 17, 2017 from 2:00 PM to 4:00 PM. Interested vendors must e-mail your intent to participate to Steve Updike at [UpdikeS@fcourts.org](mailto:UpdikeS@fcourts.org) at least 24 hours before the event to ensure participation.

The call in information is:

Call In #:1-800-670-3525

Participant Code: 2034609605

#### 4. PROCUREMENT SCHEDULE

Below is the procurement schedule that represents OSCA's best estimate of the schedule that will be followed. If deviations from this schedule occur, the OSCA will publish an ITN addendum on the VBS. No liability to the OSCA will result from such deviations. All required Vendor actions must be completed by the date and time in the schedule. All listed times are local time in Tallahassee, FL.

EVENT	DATE DUE	TIME DUE
Release of the Invitation to Negotiate	5/23/2017	3:00 PM
Questions/Inquiries - Vendor submits questions/inquiries, no later than	<del>6/2/2017</del> 6/16/2017	3:00 PM
OSCA posts responses to questions/inquiries on the Vendor Bid System	<del>6/6/2017</del> 6/23/2017	3:00 PM
Reply submissions DUE DATE and OPENING TIME	<del>6/13/2017</del> 7/7/2017	3:00 PM
<p><b><i>The below sequence of events is being provided for informational purposes only. Date(s) and Time(s) for each will be provided closer to the actual event.</i></b></p> <p><b><i>The OSCA will publish any ITN addendum on the VBS and/or notify in writing via e-mail, all Vendors that submitted Replies, with the date and time and guidance/instructions, as applicable for each event.</i></b></p>		
OSCA begins providing Clarification Requests to Vendors as needed	<del>6/13/2017</del> 7/7/2017	
Cost Opening	<del>6/19/2017</del> 7/12/2017	3:00 PM
Begin conducting Negotiations	<del>6/19/2017</del> 7/17/2017	
Sealed Best and Final Offers Due	<del>6/26/2017</del> 7/27/2017	3:00 PM
Post Intent to Award on Vendor Bid System	<del>6/27/2017</del> 7/28/2017	3:00 PM
Contracts Distributed to Vendors	<del>6/27/2017</del> 8/1/2017	
Signed Contracts Due Back From Vendors	<del>6/30/2017</del> 8/15/2017	
Contract Start Date	<del>7/1/2017</del> 9/1/2017	