ADDENDA ACKNOWLEDGMENT FORM

ITN # 25/26-41
ADDENDUM # 2
DATE: 5/1/26

Department of Revenue
Building 2-1600
2450 Shumard Oak Boulevard
Tallahassee, Florida 32399-0100

ITN NO: 25/26-41

ITN TITLE: Child Support State Disbursement Unit

ADDENDUM No.: 2

OPENING DATE: 6/15/26

PLEASE BE ADVISED THAT THE FOLLOWING CHANGES ARE APPLICABLE TO THE ORIGINAL SPECIFICATIONS OF THE ABOVE-REFERENCED ITN:

To obtain a list, description, and amounts of proposed fees applicable to customers and/or cardholders, two pages in the original ITN are being replaced as follows:

Page 89 is hereby replaced with the attached Page 89 A-2.
Page 91 is hereby replaced with the attached Page 91 A-2.

Note that additional text is highlighted in yellow.

Failure to file a protest within the time prescribed in section 120.057(3), Florida Statutes, 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.

THIS ADDENDUM NOW BECOMES A PART OF THE ORIGINAL ITN. ACKNOWLEDGE RECEIPT OF THIS ADDENDUM IN THE SPACE PROVIDED BELOW AND SUBMIT THIS FORM WITH YOUR RESPONSE. FAILURE TO DO SO MAY SUBJECT THE BIDDER TO DISQUALIFICATION.

BIDDER:______________________________ BY:______________________________

ADDRESS:______________________________ PHONE:______________________________

CITY, STATE______________________________ DATE: ______________________________

____
AUTHORIZED SIGNATURE

In addition, Respondents must coordinate the completion and separate submission of the included Attachment J: Customer Reference Form for the three (3) customers to whom Respondent has provided on their Respondent's Reference Form. These must be separately returned by each reference to the Department via email to the Department's Procurement Officer and copy to the Back-up Procurement Officer listed in Section 3.2 on or before the Reply Due Date and time as provided in Section 3.2, Procurement Schedule.

Customer Reference Forms submitted with Respondent's Replies will not be considered in the Evaluation.

For each required Customer Reference Form, the reference shall follow the process below:

a. Complete the Customer Reference Form on the form provided or an exact duplication of the form.

b. Sign and date the completed Form.

c. Scan and email the Customer Reference Form to the Procurement Officer, identified in section 2.1, from a verifiable company email address. Submissions from personal email addresses will not be considered in the Evaluation.

The Department may not accept late Customer Reference Forms submitted by any means other than that which is described above, and each Customer Reference Form submitted must be completed as required. The Department will not evaluate more than the number of required references indicated above. The Department reserves the right to contact references directly to confirm and clarify information detailed in the completed Customer Reference Form and may consider clarification of responses in the evaluation and scoring of references. The Department will make a reasonable effort to contact references, if required, however, the Department is under no obligation to directly contact references or to clarify any reference information.

The Department must receive three (3) Customer Reference Forms.

A. Volume III: Cost Data

The Vendor shall furnish 1 paper copy of VOLUME III: Cost Data, and it shall be sealed and clearly marked as "VOLUME III: Cost Data - Original/Master Copy". In addition to the required paper copy, the Vendor shall furnish one electronic set of VOLUME III: Cost Data on a USB Thumb Drive.

Using the instructions outlined below, Respondents must prepare a Cost Data volume in the order outlined. If a portion of any section is omitted, the Reply may be deemed non-responsive at the discretion of the FDOR.

TAB 1: Attachment M

TAB 2: Proposed Fees

List and describe all fees applicable to customers and/or cardholders that are a part of your proposal, including the amount and frequency for each fee proposed. Fees will not be scored but may be considered in the Department's Best Value Determination.

END OF SECTION

TO BE INCLUDED IN VOLUME II: TECHNICAL (electronic and hard copy)

Attachment or Section	Description	Tab
4.6.B.1	Corporate Capability	1
4.6.B.2	Project Implementation Plan	2
4.6.B.3	Personnel, Facilities, and Training	3
4.6.B.4	Operational, Technical and Customer Service Requirements	4
4.6.B.5	SDU System	5
4.6.B.6	Receipts and Disbursements	6
4.6.B.7	Banking	7
4.6.B.8	Quality Assurance	8
4.6.B.9	Security and Data Safeguarding	9
4.6.B.10	Fraud Prevention	10
4.6.B.11	Reports	11
4.6.B.12	Subcontractors and Suppliers	12
4.6.B.13	Service Level Agreement	13
4.6.B.14	References	14

TO BE INCLUDED IN VOLUME III: COST (electronic and hard copy)

Attachment or Section	Description	Tab
M	Cost Sheet	1
Q/A # 2 Question 3	List and describe all fees applicable to customers and/or cardholders that are a part of your proposal, including the amount and frequency for each fee proposed. Fees will not be scored but may be considered in the Department's Best Value Determination.	2

END OF SECTION

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