



Office of Contracts
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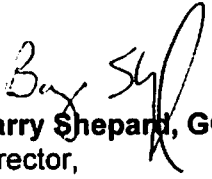
October 4, 2013

Dear Vendors,

On Thursday, October 17th and 31st the Georgia Department of Juvenile Justice (DJJ) will be hosting a Vendor Meeting to discuss the upcoming procurements for the Room Board and Watchful Oversight (RBWO) category of service contracts. The meetings will both occur at the DJJ Training Facility in Forsyth, Georgia, located off of I-75 South, approximately 65 miles south of Atlanta. Both meetings will begin at 10:00 and run until noon. **These meetings are NOT Mandatory.** It is not necessary to attend both meetings; the second meeting was scheduled to provide scheduling flexibility to allow for more opportunity for vendor participation. The meeting on the 31st will have the same information presented as the meeting on the 17th. Directions and specific location information will be provided via separate email no later than October 10th. Due to space limitations, we ask that vendors keep attendance to three members per company.

The agenda of the meeting will consist of the following: an overview of why we have to procure these services; information on how to register as a Vendor in the state of Georgia and with the Team Georgia Market Place System; an overview of how the Request For Proposal process works, and an opportunity for you the vendor to ask DJJ Staff, both Programmatic and Contracts, questions concerning the procurement and just as importantly, an opportunity for you the Vendor to provide your concerns and feedback on the requirements of these contracts.

If you have any questions concerning the meetings to discuss these procurement, please email your questions to the Contracts@djj.state.ga.us email address and entitle your question "RBWO Contract Question", or via phone at 404-508-6602. DJJ looks forward to meeting with you to discuss and receive your input on this major procurement for our youth. Thank you.


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