



THE STATE OF FLORIDA
JUSTICE ADMINISTRATIVE COMMISSION

227 North Bronough Street, Suite 2100
Tallahassee, Florida 32301



Alton L. "Rip" Colvin, Jr.
Executive Director

(850) 488-2415
FAX (850) 488-8944

www.justiceadmin.org

COMMISSIONERS

Diamond R. Litty, Chair
Public Defender, 19th Circuit
Kathleen A. Smith
Public Defender, 20th Circuit
Brian Haas
State Attorney, 10th Circuit
Jack Campbell
State Attorney, 2nd Circuit

March 9, 2023

TO: Micah Asch, Manager, Proposal Development, **LexisNexis Risk Solutions, LexisNexis, a division of RELX Inc**
FROM: Wayne Meyer, Issuing Officer
RE: QUESTIONS REGARDING INVITATION TO NEGOTIATE (ITN) FOR ONLINE LEGAL RESEARCH ITN No: JAC – 2023.01

On behalf of LexisNexis, you have posed four questions regarding ITN No: JAC – 2023.01. The Justice Administrative Commission's (JAC) responses are provided in bold beneath each question.

1. Section 5.2 requires submissions of Technical Sections and Price Sheets in hard-copy format. Instead, is the Justice Administrative Commission (JAC) willing to allow email submissions to the Issuing Officer? If email is acceptable, please advise if one email would include both the Technical Section and the Price Sheet, or if separate emails would be required for each.

The Reply must be made in the fashion set forth in Section 5.2 of ITN No: JAC - 2023.01. Respondents must provide the Technical Section and Price Sheet (Original and Eight Copies) in hard copy format prior to Monday, March 20, 2023, at 2:00 pm. Respondents may provide an additional electronic copy of the Technical Section via email to the Issuing Officer Wayne Meyer via wayne.meyer@justiceadmin.org. However, Replies will not be considered delivered to JAC until the hard copy of the Technical Section and Price Sheet (Original and Eight Copies) is physically delivered to 227 North Bronough Street, Suite 2100, Tallahassee, FL 32301.

2. Section 5.8 requests pricing in at least three categories: legal materials; legal materials + public records + news; and investigative materials. The number of users in each category may impact pricing. Among the roughly 5,200 staff members in judicial-related offices identified in Section 1.2, how many need access to: (1) legal; (2) legal + public records + news; and (3) investigative? Please provide an approximate user count per category.

The Justice Administrative Commission (JAC) administratively serves the 20 offices of State Attorney, 20 offices of Public Defender, five Offices of Criminal Conflict and Civil Regional Counsel, three Offices of Capital Collateral Regional Counsel, and the Statewide Guardian ad Litem Program. Altogether, JAC serves the 49 judicial-related offices (JROs) of Justice Administration for the State of Florida. JAC does not supervise, direct, or control the JROs

it serves. As of October 2022, the JROs employ roughly 5,200 staff with online legal and investigative research needs.

The determination whether to obtain services under any resulting contract between JAC and a Respondent is at the discretion of each JRO. Therefore, JAC cannot provide any approximate user count per category.

3. ITN Section 2.11 lists documents that the Contract will incorporate. If Respondents would like to propose changes to terms and conditions in the ITN (e.g., to Section 3 “Contract Terms”), should proposed changes be included in the Technical Section? Or should proposed changes be submitted and discussed later during negotiations, after ITN packages are due? Similarly, should Respondents include in the Technical Section the Vendor’s licensing terms governing access to and use of the research solutions? Or should those licensing terms be submitted and discussed at a later date? For reference, we submitted the same question about this ITN in 2017, and JAC responded as follows: “All proposals must meet all mandatory terms and conditions of the ITN. By definition, in the issuance of an ITN as a method of solicitation, the JAC intends, and the express language of the ITN mandates, that there will be a negotiation period. This is the only portion of the ITN process wherein any proposed changes to the terms and conditions of the ITN could potentially be brought up by a respondent. Similarly, information regarding a respondent’s licensing terms governing access to and use of the online research database solutions could be a part of that same negotiation process.”

All Replies must meet all mandatory terms and conditions of the ITN. By definition, in the issuance of an ITN as a method of solicitation, the JAC intends, and the express language throughout the ITN mandates, that there will be a negotiation period. This is the only portion of the ITN process wherein any proposed changes to the terms and conditions of the ITN could potentially be brought up by a Respondent. Similarly, information regarding a Respondent’s licensing terms governing access to and use of the online research database solutions could be a part of that same negotiation process.

4. Section 2.21 says the ITN package is due March 19, which is Sunday. Is this a typo? Section 1.3 “Calendar of Events” identifies March 20 as the due date.

Section 2.21 is corrected to read as follows:

2.21 Checklist

The following items should be included in the ITN package as specified in Section 5, Reply Instructions, and must be received no later than 2:00 P.M. ET, March 20, 2023, by JAC at the address indicated in Section 1.4, Calendar of Events:

**Transmittal Letter
Sealed Technical Section
Sealed Price Sheet**