

State of Hawaii
Department of Health
Family Health Services Division

Addendum 1

To

Request for Proposals

**HTH 560-CG-FFS-15
Professional Services for
Infant and Toddler Development**

January 14, 2014

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ADDENDUM NO. 1

To

REQUEST FOR PROPOSALS
Professional Services for Infant and Toddler Development
RFP No.: HTH 560-CG-FFS-15

The Department of Health, Family Health Services Division, is issuing this addendum to RFP No. HTH 560-CG-FFS-15, Professional Services for Infant and Toddler Development for the purposes of:

Amending the RFP.

The proposal submittal deadline:

is not amended.

Attached is (are):

A summary of the questions raised and responses for purposes of clarification of the RFP requirements.

Amendments to the RFP.

Details of the request for final revised proposals.

Below are the written questions (Q) which were received, and the state's responses (R).

1. Q: "It was our understanding that the EIS was going to keep reimbursement rates similar to what is currently paid. Why is it that we are being asked to submit and justify rates? Is it the intention of the Department to contract with the agency(ies) who bids the lowest and thereby decrease what is currently being paid for the proposed services? Or, is the EIS interested in continuing to work with all of the current agencies, and intending to reimburse for services contracted differentially, based on what an agency can justify?"

In the past years, the DOE/CAMHD put out such an RFP, and for a time different agencies were paid at significantly different rates for services provided. It didn't impact referrals to the agencies, and seemed grossly unfair to those who bid low because they thought they needed to in order to keep their contract. In subsequent years, rates were set by the state and applied uniformly to all provider agencies.

If one or two provider agencies are complaining that they need more money than the state is willing to pay, maybe they shouldn't bid on the contract. If no one bids on the contract, the state could decide to up what is paid."

"The amount of points established for rates is obviously high, 100 out of 200 points. How will the rates and justifications be scored? In past years, the state used a formula that we were informed about in advance."

R: The state will take into consideration, the prevailing rates for services. Understandably, each individual/organization has varying costs of doing business. If the service staff is qualified, the state will negotiate a rate with the individual/organization. A rate justification is requested, and will be scored subjectively by the state. Referrals for the services will NOT be prioritized based on the provider rates of the executed contracts.

2. Q: "Will the quarterly report be provided to programs electronically?"
R: EIS has service log and quarterly report forms for IBS providers. Generally, the quarterly report would indicate a log of service dates, and the written summary of the services provided to the individual, and the impact on the child's progress.
3. Q: "We will put our pricing structure in the financial section, but are there any required budget forms?"
R: No. The rate schedule is required, but no budget forms.
4. Q: "Is there a checklist available to make sure we have everything required included in our proposal?"
R: Please refer to Section 3, page 3-1, second paragraph of 3.1. It outlines the required documents, and the order in which they shall be submitted.

If you have any questions, contact:
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RFP No.: HTH 560-CG-FFS-15, Professional Services for Infant and Toddler Development is amended as follows:

Subsection Page

Section 1, Administrative Overview

No changes

Section 2, Service Specifications

No Changes

Section 3, Proposal Application Instructions

No Changes

Section 4, Proposal Evaluation

No Changes

Section 5, Attachments

No Changes