

State of Hawaii  
Department of Health  
Family Health Services Division  
Maternal and Child Health Branch

## **Addendum 3**

**October 13, 2015**

STATEWIDE FAMILY PLANNING SERVICES INCLUDING  
CLINICAL FAMILY PLANNING AND RELATED  
PREVENTIVE HEALTH SERVICES

**Request for Proposal**

**HTH-560-CW-014**

**Issued: July 17, 2015**

**October 13, 2015**

**ADDENDUM NO. 3**

**TO  
REQUEST FOR PROPOSAL NO., HTH 560-CW-014**

**STATEWIDE FAMILY PLANNING SERVICES INCLUDING CLINICAL FAMILY  
PLANNING AND RELATED PREVENTIVE HEALTH SERVICES**

The Department of Health, Family Health Services Division, Maternal and Child Health Branch, Women's and Reproductive Health Section is issuing this addendum to HTH 560-CW-014 Statewide Family Planning Services including Clinical Family Planning and Related Preventive Health Services for the purposes of:

- Responding to questions raised and responses for purposes of clarification of the RFP requirements.
- Amending the RFP.

The proposal submittal deadline:

- is not amended. Deadline is October 15, 2015.

Attached is (are):

- Amendments to the RFP.

If you have any questions, contact:

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**Responses to Questions Raised by Applicants Prior to Proposal Submittal Deadline  
For Request for Proposal, HTH 560-CW-014  
STATEWIDE FAMILY PLANNING SERVICES INCLUDING CLINICAL FAMILY  
PLANNING AND RELATED PREVENTIVE HEALTH SERVICES**

1. Regarding Attachment H: Table B Performance Measures for FP Fiscal Sustainability,
  - a. **Question:** Is this only pertaining to the Clinical budget and Patient visits (based on CVR)?  
  
**Response:** Yes.
  - b. **Question:** Does criteria not include CHE budget and encounters?  
  
**Response:** Yes.
  - c. **Question:** For the numerator for performance measure #1: Do we use the TOTAL from SPO-H-205 Column (a) Total Reproductive Health Services Project Budget to ="Total Expenses of the Program?"  
  
**Response:** Yes.
2. **Question:** Could you include the salary for the community health educators in the budget?  
  
**Response:** There is no restriction on personnel providing it meets the scope of service indicated in the RFP.
3. **Question:** What is the duration of the award?  
  
**Response:** See Page 2-10 of the RFP.
4. **Question:** What is the deadline for hand delivery for the proposal?  
  
**Response:** October 15, 2015 no later than 4:30 p.m. See RFP Notice/Cover section of the RFP.
5. **Question:** How many budgets must be submitted in the proposal?  
  
**Response:** See Pages 3-13 and 3-14
6. **Question:** Do we need to submit family planning job descriptions and staff resumes and bios?  
  
**Response:** You may submit supporting documents as appropriate.

**Amendments to Request for Proposal No. HTH 560-CW-014**

**Statewide Family Planning Services including Clinical Family Planning and Related Preventive Health Services is amended as follows:**

Subsection	Page	Description
<b>RFP Notice/Cover Letter</b>		<p>The following sentence is revised:  “Hand delivered proposals shall be received no later than 4:30 p.m., Hawaii Standard Time (HST), on October 25, 2015, at the drop-off sites designated on the Proposal Mail-in and Delivery Information Sheet.”</p> <p>The sentence is to read:  “Hand delivered proposals shall be received no later than 4:30 p.m., Hawaii Standard Time (HST), on October 15, 2015, at the drop-off sites designated on the Proposal Mail-in and Delivery Information Sheet.”</p> <p>This amendment is found in Addendum 3, RFP Notice/Cover Letter section.</p>
<b>Section 4, Proposal Evaluation</b>	<b>4.5</b>	<p>3. Project Organization and Staffing. b. Project Organization</p> <p>Supervision and Training: Demonstrated ability to supervise, train and provide administrative direction to staff relative to the delivery of the proposed services.</p> <p>5 points</p> <p>Change “5 Points” to “3 Points”</p> <p>This amendment is found in Addendum 3, page 4-5.</p>