

State of Hawaii
Department of Health
Adult Mental Health Division

Addendum 1

October 7, 2015

To

Request for Proposals

**RFP No. HTH 420-5-16
Representative Payee Services
Statewide**

**Proposal Deadline
October 19, 2015**

October 7, 2015

ADDENDUM NO. 1

To

**REQUEST FOR PROPOSALS
Representative Payee Services
Statewide
RFP No. HTH 420-5-16**

The Department of Health, Adult Mental Health Division is issuing this addendum to RFP No. 420-5-16, Representative Payee Services, Statewide for the purposes of:

- Responding to questions that arose at the orientation meeting of September 24, 2015, and written questions subsequently submitted in accordance with Section 1-V, of the RFP.
- Amending the RFP.
- Final Revised Proposals

The proposal submittal deadline:

- is amended
- is not amended.
- for Final Revised Proposals is <date>.

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.

If you have any questions, contact:

Ms. Enid Kagesa
Telephone: (808) 586-8282
Facsimile: (808) 586-4745

RFP No. HTH 420-5-16, Representative Payee Services, Statewide is amended as follows:

Page

Section 1, Administrative Overview

No Changes

Section 2, Service Specifications

2.1 Introduction, D. 2-3 Paragraph D. is revised to read as follows:

“D. Description of the target population to be served

Adults, 18 years and older, who meet DIVISION eligibility criteria.”

2.5 Compensation and Method of Payment, B. 2-29 Paragraph B. is revised to read as follows:

“B. Units of service and unit rate:

Billing

<u>Code</u>	<u>Services</u>	<u>Rates</u>
H0046	Representative Payee Services	\$1.35/per day, per Consumer”

Section 3, Proposal Application Instructions

No Changes

Section 4, Proposal Evaluation

No Changes

Section 5, Attachments

No Changes

**Responses to Questions Submitted by Applicants
for RFP No. HTH 420-5-16,
Representative Payee Services, Statewide**

1. Question:

On page 2-3 it states that the target population are adults, 18 years and older, who meet the DIVISION's eligibility criteria and for individuals without access to Social Security benefits. How many consumers does the AMHD propose to serve?

Answer:

The DIVISION has revised its target population to Adults, 18 years and older, who meet DIVISION eligibility criteria.

2. Question:

The compensation for this service is \$2.65 per day, per consumers without access to Social Security (SS) benefits. If services are to be provided to consumers without access to SS benefits, what types of income does the AMHD anticipate the consumers to have?

Answer:

The DIVISION has revised its target population to include consumers receiving Social Security benefits. The compensation has also been changed.

3. Question:

In Section 3, it states that proposals should be single spaced, with 1" margins on all sides, utilizing a 12 pt. font size. Does it need to be exact?

Answer:

The prescribed format does not need to be exact, but text should be easy for the evaluators to read with adequate spacing.