

State of Hawaii
Department of Human Services
Benefit, Employment and Support Services Division
Child Care Program Office

Addendum 1

April 7, 2016

To

Request for Proposals

RFP No. HMS-302-16-04-S
Child Care Provider Registry
March 11, 2016

April 7, 2016

ADDENDUM NO. 1

To

**REQUEST FOR PROPOSALS
Child Care Registry
RFP No. HMS-302-16-04-S**

The Department OF Human Services, Benefit, Employment and Support Services Division, Child Care Program Office is issuing this addendum to RFP Number HMS-302-16-04-S, Child Care Provider Registry for the purposes of:

- Responding to questions that arose at the orientation meeting of March 21, 2016 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 to <new date>.
- 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:

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**Responses to Questions Raised by Applicants
RFP No. HMS-302-16-04-S
Child Care Provider Registry**

1. **Question:** Is submission of two separate budgets required given the initial contract funding for year one, (\$280,000) differs from subsequent years two – five (\$350,000), or just a single budget for year one?

Response: Yes, applicants should submit two budgets, one for the initial year of services, up to \$280,000, and a second budget for subsequent years of services, up to \$350,000.

2. **Question:** Can the initial contract funding for year one be increased to accommodate new training requirements and an expanded service population should the additional requirements and an expanded service population should the additional requirements occur in year one?

Response: The Department must implement administrative rules to include new training requirements for licensed and registered child care providers. The Department anticipates that the rules will take possibly 1 year to revise and adopt. Should the Department anticipate an expedited timeline, the Department will work with the Provider to determine the timeline for implementation of expanded services and whether any adjustments to the Agreement would be made for the initial year.

3. **Question:** What is the projected timeline for “DHS implementation of requirements for licensed and registered child care facilities and homes?”

Response: The Department must implement administrative rules to include new **training requirements** for licensed and registered child care providers. The Department anticipates that the rules will take possibly 1 year to revise and adopt. Should the Department anticipate an expedited timeline, the Department will work with the Provider to determine the timeline for implementation of expanded services and whether any adjustments to the Agreement would be made.

4. **Question:** Will it be mandatory for operators of registered family child care (FCC) homes to participate in the child care registry?

Response: Caregivers providing direct care of children in registered FCC homes will need to provide verification of initial and on-going training completed to the child care registry, upon implementation of the Department’s revised administrative rules for registration of family child care homes.

5. **Question:** Will it be mandatory for operators of exempt child care providers (family, friends, and neighbors) to participate in the child care registry?

Response: No, it is not mandatory for operators of exempt child care providers to participate in the child care registry at this time.

6. **Question:** Could the child care registry accept electronic submissions of the application and supporting documents?

Response: Yes, with the option for hard-copy documentation to be submitted if needed.