

DEPARTMENT OF HUMAN SERVICES  
SOCIAL SERVICES DIVISION  
CHILD WELFARE SERVICES BRANCH

NOTICE OF REQUEST FOR PROPOSAL

The State of Hawaii, Department of Human Services is procuring the following service:

**Neighborhood Place Services – Hawaii, Maui, and Oahu  
RFP SSD-16-POS-3060**

The new contracts are expected to begin on January 1, 2017.

**As of October 12, 2016**, interested parties may review the RFP posted on the State Procurement Office website at [www.spo.hawaii.gov](http://www.spo.hawaii.gov) and see Procurement Notices/Bidding Opportunities.

The Department will conduct a meeting live in Honolulu and via video conference for the neighbor islands to discuss the RFP and answer questions from the community. If you would like to attend please call Ms. Christine Gamboa at (808) 586-5687 or email her at [cgamboa@dhs.hawaii.gov](mailto:cgamboa@dhs.hawaii.gov) **by 4:30 p.m. on Wednesday, October 26, 2016** and provide your name, agency, phone number, email address, and location where you will be attending the meeting.

The RFP Video Conference meeting will be held as follows. All addresses are the offices of the DHS Benefit, Employment, and Support Services Division (BESSD):

<b>Date:</b>	<b>Monday, October 31, 2016</b>
<b>Time:</b>	<b>11:30 a.m. to 2:00 p.m.</b>
<b>Locations:</b>	
<b>Oahu (Honolulu):</b>	Mililani Building (formerly Haseko Center) 820 Mililani Street Suite #606
<b>East Hawaii (Hilo):</b>	Kinoole Shopping Center, 1990 Kinoole Street
<b>West Hawaii (Kailua-Kona):</b>	Kona Center, 75-5722 Hanama Place Suite #1105
<b>Maui (Wailuku):</b>	Waiehu Beach Center, 270 Waiehu Beach Road Suite #107

If you would like to participate in the meeting but cannot be present at one of the locations listed above, please contact Ms. Christine Gamboa and provide your name, agency, and phone number so that you may participate via phone.

Due to the delay in the RFP Video Conference meeting date, preliminary written questions will be accepted **until 4:30 p.m. on Monday, October 17, 2016**. Please direct written submissions to Ms. Christine Gamboa by email to [cgamboa@dhs.hawaii.gov](mailto:cgamboa@dhs.hawaii.gov). Questions received by the above date will be answered on or around Friday, October 21, 2016 via Addendum #1 posted on the SPO website. It is strongly recommended that for a formal Departmental response, all comments, suggestions, and questions be submitted in writing even if they are discussed with the Department prior to or during the RFP Video Conference meeting.

**PLEASE NOTE:** The RFP Video Conference meeting is for informational purposes. Participation in the meeting is optional and not required in order to respond to the RFP. Neither the Department nor any interested party responding to the RFP has any obligation under this process.