

State of Hawaii
Department of Health
Adult Mental Health Division

Addendum Number 1

September 28, 2007

To

Request for Proposals

**RFP No. HTH 420-2-08
Community-Based Intervention (CBI)
Statewide**

**Proposal Deadline
October 30, 2007**

September 28, 2007

ADDENDUM NO. 1

To

REQUEST FOR PROPOSALS

RFP NO. HTH 420-2-08

The Department of Health, Adult Mental Health Division, is issuing this addendum to RFP Number HTH 420-2-08, Community-Based Intervention (CBI) - Statewide for the purpose of:

- Responding to questions that arose at the orientation meeting of <Date> 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 Tuesday, October 30, 2007.
- 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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(808) 586-4689
eykagesa@amhd.state.hi.us
1250 Punchbowl Street, Room 256
Honolulu, Hawaii 96813

RFP No. HTH 420-2-08, Community-Based Intervention (CBI)
Statewide is amended as follows:

Subsection Page

Section 1, Administrative Overview

I. 1-1 The Procurement Timetable on page 1-1 has been changed as follows:

Note that the Procurement Timetable represents the State's best estimated schedule. Contract start dates may be subject to the issuance of a notice to proceed.

Activity	Scheduled Date
Closing date for submission of written questions	10/02/07
State purchasing agency's response to applicants' written questions	10/12/07
Proposal Submittal Deadline	10/30/07
Discussions with Applicant after submittal deadline (optional)	N/A
Final revised proposals (optional)	N/A
Proposal evaluation period	11/05/07 – 11/21/07
Provider selection	11/26/07
Notice of Statement of findings and decision	11/27/07
Contract start date	3/01/08

All references in the RFP to the proposal submittal deadline or other dates are modified to conform with the amended Procurement Timetable.

Section 2, Service Specifications

III., A., 2-18 Subsection III.A.4.c.3)v) on page 2-18 is modified
4.c., 3), v) to read as follows:

- v) CBI Level III services shall be limited to fifteen (15) hours per week, and shall not exceed four (4) hours inn any one session.

Subsection III.A.4.c.4) is added on page 2-18 to read as follows:

- 4) CBI Home Health Aide, LPN, RN, etc.

Skilled support services to address the consumer's physical health needs, to maintain the consumer in the community, which shall be determined by the DIVISION.

III., B., 1.d. 2-22 Subsection III.B.1.d. on page 2-22 is modified to read as follows:

- d. CBI Level III and CBI Home Health Aide workers shall complete the agency's orientation on how to deliver services to the DIVISION's consumer population and meet one of the following minimum requirements:
 - 1) Certified Nurse's Aide (CNA) and three (3) years clinical experience.
 - 2) Licensed Practical Nurse (LPN) licensed in the State of Hawaii and two (2) years of clinical experience.
 - 3) Registered Nurse (RN) licensed in the State of Hawaii and one (1) year of clinical experience.

III., B., 9. 2-29 **9. Pricing structure or pricing methodology to be used.**

The pricing structure is based on fixed unit of service rate. If a state purchasing agency is utilizing a fixed rate pricing structure for the RFP, the applicant is requested to furnish a reasonable estimate of the maximum number of service units it can provide for which there is sufficient operating capacity (adequate, planned and budgeted space, equipment and staff).

10. Units of service and unit rate

The DIVISION is allowing unit rate as the method of payment.

Services	Rates
CBI Level I	\$6.54, per 15 minutes, per consumer
CBI Level II	\$7.25, per 15 minutes, per consumer
CBI Level III	\$8.58, per 15 minutes, per consumer
CBI Home Health Aide	Service and rate to be negotiated

Section 3, Proposal Application Instructions

No Changes

Section 4, Proposal Evaluation

No Changes

Section 5, Attachments

No Changes