

State of Hawaii
The Department of Human Services
Office of Youth Services

Addendum 1

January 14, 2009

To

Request for Proposals

RFP#HMS-501-10-01

**Transitional Living Program/ Group Home on Oahu
For Juvenile Males**

December 22, 2008

January 14, 2009

ADDENDUM NO. 1

To

REQUEST FOR PROPOSALS

**RFP# HMS-501-10-01
Transitional Living Program/ Group Home on Oahu
For Juvenile Males**

The Department of Human Services, Office of Youth Services is issuing this addendum to RFP# HMS-501-10-01, Transitional Living Program/ Group Home on Oahu for Juvenile Males for the purposes of:

- Responding to questions that arose at the orientation meeting of January 9, 2009 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 Question Raised by Applicants for
RFP# HMS-501-10-01
Transitional Living Program/ Group Home on Oahu
For Juvenile Males

Q1. Can the facilities pictures and rental agreement be turned in post award? Would it be possible to acquire the facilities where the services are to be delivered after a contract has been awarded, or is it necessary to have the facilities prior to the submitting of the proposal.

Ans: Yes. However, if the applicant does not submit the requested facility information with the application, the applicant *must* do so within ten calendar days of the notification of the award. The facility information will then be evaluated to determine if the facility meets the minimal requirements, including licensing requirements, for a residential group home before a contract for services is executed. Failure to meet these minimal requirements shall be grounds for voiding any award made under this RFP.

Please note: If the applicant did not submit the facility information with the application, the applicant will be scored zero (0) points out of the five (5) points for the facilities section of the proposal evaluation.

Q2. Is there a preferred staffing ratio?

Ans: No. The application only asks that the applicant shall describe a proposed client/staff ratio that ensures that the transitional living program and 24-7 residential group home services can be effectively provided.

Q3. Do the resident youth attend public school or Olomana?

Ans: The youth may attend any public school required as part of the youths' services plans. The proximity of the school to the residential facility and the youths' special educational needs, preference, and previous relationship with school may also be considered.

Q4. Is there a preferred location for the home?

Ans. The home shall be based on Oahu.

Q5. Is there a preference for a specific evidence based treatment?

Ans. No.

Q6. Will the TLP provider be required to have a teacher on staff to meet the youths' educational needs?

Ans. No.

Q7. Does the provider need to have special treatment facility licensing to operate the home?

Ans. No. However, the provider shall meet all State and County licensing requirement to operate a community-based residential program within their community.

Q8. Will this be for nursing services, RNs, LPSs, or CNTs?

Ans. No.

Q9. Do you want the agency to provide everything that is listed, dental, etc?

Ans: The provider shall provide to the youth all of the Core Activities and Additional Activities listed under Section III. Scope of Work of the RFP. Youth will be referred to outside agencies for medical, dental, mental health, educational, and other services not listed under the Scope of Work.

RFP# HMS-501-10-01, Transitional Living Program/ Group Home on Oahu for Juvenile Males is amended as follows:

Subsection Page

Section 3, Proposal Application Instructions

II (E) 3-2

If the applicant does not submit the requested facility information with the application, the applicant *must* do so within ten calendar days of the notification of the award. The facility information will then be evaluated to determine if the facility meets the minimal requirements, including licensing requirements, for a residential group home before a contract for services is executed. Failure to meet these minimal requirements shall be grounds for voiding any award made under this RFP.

Please note: If the applicant did not submit the facility information with the application, the applicant will be scored zero (0) points for this section.