

State of Hawaii
Department of Health
Child and Adolescent Mental Health Division

Addendum 4

October 24, 2011

To

Request for Proposals

**RFP HTH 460-12-01
Comprehensive Behavioral Health
Services for
Children, Youths, and Families**

September 1, 2011

October 24, 2011

ADDENDUM NO. 4

To

**REQUEST FOR PROPOSALS
RFP HTH 460-12-01**

The Department of Health, Child and Adolescent Mental Health Division, contract Management Section is issuing this addendum to RFP HTH 460-12-01, Comprehensive Behavioral Health Services for Children, Youths, and Families for the purposes of:

Responding to some recent questions

The proposal submittal deadline:

is not amended.

Attached is (are):

A summary of the questions raised and responses for purposes of clarification of the RFP requirements.

If you have any questions, contact:
John MacDonald
808 733-9338
john.macdonald@doh.hawaii.gov
3627 Kilauea Avenue, Room 101
Honolulu, Hawaii 96816

Responses to Question Raised by Applicants
For RFP HTH 460-12-01
Comprehensive Behavioral Health Services for Children, Youths, and Families

1. Proposal Mail-in and Delivery Information Sheet: Number of copies to be submitted?

There should be one (1) binder marked as an original and five (5) binders identified as Copy 1 through Copy 5. The CD should be included with the Original Binder

2. How many Respite Homes will be required as part of the proposal for the Transitional Family Homes?

A minimum of one (1) Respite Home should be included with the proposal for the Transitional Family Homes.

3. Does the Respite Home need to be Separate from the Transitional Family Home proposal?

No, it should be part of the same proposal.

4. If we are applying for multiple locations for the same service can it be all together in one (1) proposal?

The same service can be in a single proposal but there must be a separate section within that proposal for each separate geographic location that addresses any differences within that particular location such as staff, capacity, and other differences. There will be a separate evaluation and rating for each separate geographic location and significant factors should be addressed in the proposal.

5. In the Proposal Application Identification Form SPO-H 200 and the Proposal Application Form SPO-H-200A there is requests for Funding and budget forms. What do you turn in for Proposals having only Unit cost or Cost Plus Levels of Care since there is no budget required?

Where ever there is a request for a budget or funding information in a Unit Cost or Cost Plus proposal, I suggest you just put in the wording "Unit Cost Proposal". The actual budget value of the Proposal will be based on the number of units awarded. You should be clear on the capacity of your proposal such number of beds, units, or homes desired.