

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

# **Addendum One**

**January 12, 2012**

**To**

**Request for Proposals**

**RFP HTH 460-12-02**

**Multi-Dimensional Treatment Foster Care**

November 28, 2011

January 12, 2012

**ADDENDUM NO. ONE**

To

**REQUEST FOR PROPOSALS  
RFP HTH 460-12-02**

The Department of Health, Child and Adolescent Mental Health Division, contract Management Section is issuing this addendum to RFP HTH 460-12-02 Multi-Dimensional Treatment Foster Care for the purposes of:

- Responding to questions that arose at the orientation meeting of December 9, 2011 and written questions subsequently submitted in accordance with Section 1-V, of the RFP.

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:

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**Responses to Question Raised by Applicants for RFP HTH 460-12-02 Multi-Dimensional Treatment Foster Care.**

1. The turn-around time from awarding of the grant (March) to commencement of the grant is a short time (3 months approximately) to initiate and to complete the MTFC certification process. Must all CFS staff and foster parents be certified prior to the July 1 start date or can there be a phasing-in of certified staff?

**The issue is that any new provider will need to begin to accept new clients into the new contract on July 1<sup>st</sup>. The current opinion is that the training of new personnel should be completed up to at least eight homes to be available on the start of the new contract since that is the current average utilization rate. The program should be a maximum strength within six (6) months of the award date.**

2. Are we required to submit only resumes or job descriptions as well?

**Only resumes of the senior staff that will oversee the Program are required.**

3. If the contractor is required to be certified in MFTC ahead of time, doesn't that compromise the competitive procurement process?

**The state requirement is that the applicant be licensed to provide foster care prior to the entering a bid.**

**The MTFC certification requirement is similar to any bid requirement such as "x" amount of experience. The Competitive part of the process is still there for anyone qualified. Any awarded provider will need to be able to start accepting clients into the new contract on July 1<sup>st</sup>.**