

State of Hawaii  
Department of Health  
Developmental Disabilities Division  
Case Management and Information Services Branch  
Contracts and Resource Development Section

**Addendum 2**

**03/23/12**

**To**

**Request for Proposals**

**HTH 501-06**  
February 28, 2012

March 23, 2012

**ADDENDUM NO. 2**

To

**REQUEST FOR PROPOSALS  
Long Term Adult Support and Resources (LASR)  
HTH 501-06**

The Department of Health, Developmental Disabilities Division, Case Management and Information Services Branch, Contracts and Resource Development Section is issuing this addendum to HTH 501-06, Long Term Adult Support and Resources (LASR) for the purposes of:

- Responding to questions for clarification and corrections is 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):

- Responses for purposes of clarification and correction 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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Department of Health

Developmental Disabilities Division

3167 Kilauea Ave., Rm. 104

Honolulu, Hawaii 96816

## Long Term Adult Support and Resources (LASR) Request For Proposal (RFP) No. HTH 501-06

### ADDENDUM #2

The Department of Health, Developmental Disabilities Division identified two (2) items that need to be corrected and two (2) items that needs to be clarified.

#### 1) CORRECTION: p. 2-1 and 2-2, D. Description of the target population to be served.

The last two (2) sentences on page 2-2, subsection D. are edited. The bracketed and underscored text is deleted, new language is italicized. The new section D. is follows below.

*Current text to be edited:*

#### D. Description of the target population to be served

The target population to be served for this LASR program shall be adults...

*“Adults shall be defined as individuals eighteen (18) years of age or older. In accordance with Chapter 333F-2 (e), HRS, “Only those individuals eligible for community services but, not eligible for Medicaid waiver services or other federally reimbursed programs or for whom such services are not appropriate or not available based on their individualized service plans shall receive services and supports with one hundred percent state funds.”*

For purposes of this [“**Agreement**”]“**LASR program**”, the CMISB shall refer eligible individuals to the LASR based on a LASR referral process developed by the STATE.

[“**LASR shall be available to all individuals regardless of whether they are enrolled or not enrolled in the DD/ID Medicaid Waiver program**”]

*D. will read as follows:*

#### D. Description of the goals of the target population to be served

The target population to be served for this LASR program shall be adults with DD/ID who have been determined eligible for services, pursuant to Section 333 F-2, HRS, by the Department of Health (DOH), Developmental Disabilities Division (DDD), Case Management and Information Services Branch (CMISB), on the island of Oahu, and its Community Services for the Developmentally Disabled Sections in the counties of Kauai, Maui, and Hawaii.

***Adults shall be defined as individuals eighteen (18) years of age or older. In accordance with Chapter 333F-2 (e), HRS, "Only those individuals eligible for community services but, not eligible for Medicaid waiver services or other federally reimbursed programs or for whom such services are not appropriate or not available based on their individualized service plans shall receive services and supports with one hundred percent state funds."***

For purposes of this **LASR program**, the CMISB shall refer eligible individuals to the LASR based on a LASR referral process developed by the STATE.

## **2) CLARIFIED: Pg. 2-2, section E. Geographical coverage of service**

This section is clarified.

**Services areas for this RFP consist of the islands of Oahu, Kauai, Hawaii, and Maui County. Maui county includes Molokai and Lanai.**

**The applicant may submit a proposal to serve any one or more of these areas. The applicant shall demonstrate actual capacity to provide the required services, including the ability to provide the organizational and administrative oversight of the service delivery within the geographical area(s).**

## **3) CLARIFIED: pg. 2-8, 8. Pricing structure or pricing methodology to be used**

**There was a question on the pricing structure. What if an eligible individual started to receive waiver services in April 2013, would the same amount be budgeted \$10,835 or prorated?**

The amount allocated is per slot and is not prorated. If an individual started receiving services in April 2013, \$10,835 would be allocated.

## **4) CORRECTION: Attachment A – Proposal Application Checklist**

Attachment A, did not have lines filled in with an X for items "Required by Purchasing Agency." Please find the corrected Attachment A.

**Proposal Application Checklist**

Applicant: \_\_\_\_\_ RFP No.: \_\_\_\_\_

The applicant's proposal must contain the following components in the order shown below. This checklist must be signed, dated and returned to the purchasing agency as part of the Proposal Application. SPOH forms are on the SPO website. See Section 1, paragraph II Website Reference.\*

Item	Reference in RFP	Format/Instructions Provided	Required by Purchasing Agency	Completed by Applicant
<b>General:</b>				
Proposal Application Identification Form (SPO-H-200)	Section 1, RFP	SPO Website*	X	
Proposal Application Checklist	Section 1, RFP	Attachment A	X	
Table of Contents	Section 5, RFP	Section 5, RFP	X	
Proposal Application (SPO-H-200A)	Section 3, RFP	SPO Website*	X	
Tax Clearance Certificate (Form A-6)	Section 1, RFP	Dept. of Taxation Website (Link on SPO website)*		
Cost Proposal (Budget)				
SPO-H-205	Section 3, RFP	SPO Website*	X	
SPO-H-205A	Section 3, RFP	SPO Website* Special Instructions are in Section 5		
SPO-H-205B	Section 3, RFP,	SPO Website* Special Instructions are in Section 5		
SPO-H-206A	Section 3, RFP	SPO Website*	X	
SPO-H-206B	Section 3, RFP	SPO Website*	X	
SPO-H-206C	Section 3, RFP	SPO Website*	X	
SPO-H-206D	Section 3, RFP	SPO Website*	X	
SPO-H-206E	Section 3, RFP	SPO Website*	X	
SPO-H-206F	Section 3, RFP	SPO Website*	X	
SPO-H-206G	Section 3, RFP	SPO Website*	X	
SPO-H-206H	Section 3, RFP	SPO Website*	X	
SPO-H-206I	Section 3, RFP	SPO Website*	X	
SPO-H-206J	Section 3, RFP	SPO Website*	X	
<b>Certifications:</b>				
<b>Federal Certifications</b>				
Debarment & Suspension		Section 5, RFP		
Drug Free Workplace		Section 5, RFP		
Lobbying		Section 5, RFP		
Program Fraud Civil Remedies Act		Section 5, RFP		
Environmental Tobacco Smoke		Section 5, RFP		
<b>Program Specific Requirements:</b>				
Most recent audited or compiled financial statements			X	

\_\_\_\_\_  
 Authorized Signature

\_\_\_\_\_  
 Date