

May 4, 2012

## **REQUEST FOR PROPOSALS**

### **PSYCHIATRIC SERVICES RFP No. F12-138**

The Department of Education (the “**DOE**” or the “**Department**”), School Based Behavioral Health Services Section (“**SBBH**”) is requesting proposals from qualified applicants to provide psychiatric assessment and intervention services to eligible students who are in need of such services. Services should combine educational, behavioral health and therapeutic approaches in providing time limited interventions for educational benefit and designed to assist students to effectively access the general education curriculum. The contract term will be from July 1, 2012, through and including June 30, 2013. Multiple contracts may be awarded under this request for proposals.

Copies of this Request for Proposals (“**RFP**”) may be obtained at the DOE Procurement and Contracts Branch, Waipahu Civic Center, 94-275 Mokuola St, Rm. 200, Waipahu, Hawaii 96797 or downloaded from the Hawaii State Procurement Office (“**SPO**”) website: <http://www2.hawaii.gov/spoh/rfps.htm>.

Proposals shall be mailed, postmarked by the United States Postal Service on or before May 30, 2012, and received no later than ten (10) days from the date of postmark. Hand delivered proposals shall be received no later than 2:00 p.m. Hawaii Standard Time (HST) on May 30, 2012, at the drop-off site designated on the Proposal Mail-in and Delivery Information Sheet. Proposals postmarked or hand delivered after the submittal deadline shall be considered late and rejected. There are no exceptions to this requirement.

The requirement for an orientation has been waived for good cause shown.

Applicant may submit written questions to the DOE. The deadline for submission of written questions is 2:00 p.m. HST on May 10, 2012. All written questions will receive a written response from the Department of Education on or about May 15, 2012.

Inquiries regarding this RFP should be directed to the Procurement and Contracts Branch at 94-275 Mokuola St, Rm. 200, Waipahu, Hawaii 96797, telephone: (808) 675-0130, email: [DOEprocure@notes.k12.hi.us](mailto:DOEprocure@notes.k12.hi.us).