

State of Hawaii
Department of Public Safety
Hawaii Paroling Authority (HPA)
Honolulu, Hawaii

Addendum A

Date Issued: September 28, 2012

To

Request for Proposals

RFP No. PSD 13-HPA-07

**SUPPORTIVE LIVING FOR HIGH NEEDS FEMALE
PAROLEES ON THE ISLAND OF OAHU**

August 24, 2012

September 28, 2012

ADDENDUM NO. A
To
REQUEST FOR PROPOSALS
RFP No. PSD 13-HPA-07
SUPPORTIVE LIVING FOR HIGH NEEDS FEMALE PAROLEES
ON THE ISLAND OF OAHU

The Department of Public Safety, Hawaii Paroling Authority, is issuing this addendum to RFP Number: PSD 13-HPA-07, SUPPORTIVE LIVING FOR HIGH NEEDS FEMALE PAROLEES ON THE ISLAND OF OAHU for the purposes of:

- Responding to questions that arose at the orientation meeting of <Date> 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 PSD 13-HPA-07, SUPPORTIVE LIVING FOR HIGH NEEDS FEMALE PAROLEES
ON THE ISLAND OF OAHU

Question No. 1: What is the reimbursement rate or cost per unit of service?

Response No. 1: The current rate is \$98.00 per bed. However, provider should provide their own rate.

Question No. 2: What is the definition of "correctional halfway house"? (See pg. 2-6).

Response No. 2: The definition of a correctional halfway house in this context is a secure living facility that provides 24-hour supervision to female inmates/parolees released to the community.

Question No. 3: What is the definition of "on-site supervision"? (See pg. 2-6)

Response No. 3: Meaning that the facility will have a staff member to supervise clients at all times while the clients are in the facility.

Question No. 4: What is the time requirement for on-site supervision? Is 8 hours per day sufficient? (See pg. 2-6)

Response No. 4: On-site supervision will be 24 hours while clients are physically in the facility.

Question No. 5: Can the provider of services maximize reimbursements for this service by "third-party billings" for service provided? Is the Department the payor of last resort for these services?

Response No. 5: Yes, however, the provider cannot bill two sources for the same services.

Question No. 6: Are there any specific staffing or facility licensure/accreditation/credentialing requirements? (See pgs. 2-3, 2-7, 2-11)

Response No. 6: Yes. Provider should have one year experience in dealing with female offenders. Those providing services should have 5 years experience. Staff should have the appropriate licenses, experience or credentials to perform their position e.g., should you have a nurse acting in the capacity as a

nurse, that person should be licensed , and have proper experience. The facility should comply with all City & County codes, regulations and zoning requirements.

Question No. 7: May clients be charged a separate rental fee or consumable costs for residing in the provider's facility?

Response No. 7: Yes, at the providers discretion.

Question No. 8: Is the provider exempt from residential landlord tenant requirements under Chapter 521, HRS, Landlord Tenant Code? Must a rental agreement be signed by the parolee in accordance with the Residential Landlord Tenant Code?

Response No. 8: This depends on whether the provider collects payment as rent or as a subsistence/service fee. If provider collects a service fee then the provider is exempt from landlord tenant requirements and no rental agreement is necessary.

Question No. 9: Are there restrictions on placing parolees among other adult service populations, such as Adult Mental Health Division's clients living with serious mental illness? If so, what is the statutory or regulatory basis for such restriction?

Response No. 9: No, as long as the client is a female inmate/parolee. However, the safety and security of the client is tantamount.

Question No. 10: Are there other restrictions to assigning clients to beds aside from health and occupancy standards?

Response No. 10: They must be a female inmate/parolee.

Question No. 11: Under III. B. 1 Personnel, "Applicant shall not hire persons currently serving a criminal sentence (i.e. furlough from a correctional facility, on probation, on parole, or under the terms of a DAG/DANC plea." (See pg. 2-7) How do you define "criminal sentence"? Are these sentences limited to felony offenses? Do they include misdemeanor and petty misdemeanor sentences?

Response No. 11: Criminal sentence in this context is referring to persons sentenced to and serving supervision under any federal or state criminal justice agency.