

State of Hawaii
Department of Human Services
Division of Vocational Rehabilitation
Staff Services Office

Addendum 1

February 8, 2014

To

Request for Proposals

HMS-802-15-01
Evaluation and Training (E&T) Services
For VR Consumers
January 13, 2014

February 8, 2014

ADDENDUM NO. 1

To

**REQUEST FOR PROPOSALS
Evaluation and Training (E&T) Services for VR Consumers
HMS-802-15-01**

The Department of Human Services, Division of Vocational Rehabilitation, Staff Services Office is issuing this addendum to HMS-802-15-01, Evaluation and Training (E&T) Services for VR Consumers for the purposes of:

- Responding to questions that arose at the orientation meeting of January 27, 2014 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:

Lorene Gokan
808-586-9746
lgokan@dhs.hawaii.gov
600 Kapiolani Blvd., Room 304
Honolulu, Hawaii 96813

Responses to Question Raised by Applicants
For HMS-802-15-01
Evaluation and Training (E&T) Services for VR Consumers

1. If the budget is the same, do we need to submit a budget for each year of the proposal?

Yes.

2. Can we propose a monthly amount for the method of payment up to the maximum contract amount?

It depends on the description and the type of compensation and method of payment offered for the overall proposal.

3. Can we propose to use a subcontractor for a part of the work?

General Conditions, Cost Principles, and other references listed on page 1-2 contain information on use of subcontractors.

4. Please list the names of the individuals that attended the RFP meeting and their organization affiliation.

Lorene Gokan, DVR	May Ferrer, DVR	Susan Foard, DVR
Sharra, Lanakila Pacific	Annella, Easter Seals (Kauai)	Debbie, Arc of Hilo
Scott, Abilities Unlimited	Layne Shigeta, DVR (Kauai)	Brian, AIL
Roxanne, Easter Seals (Maui)	Ellen, Easter Seals	Debra – Arc of Hilo
Mary Beth, Lanakila Pacific	Charmaine – Arc of Hilo	Marc - Arc of Hilo
Nessya, Network Enterprises		

5. For the training phase can trainees be paid with DVR funds from JPR and/or SE separate from E&T contract?

Each contract is separate and treated as such.

6. For the unit rates, would a fixed rate per completed evaluation per consumer be acceptable regardless of number of evaluations completed or hours spent per consumer?

See #2.

7. May a fixed rate be used for evaluation and a unit rate, i.e., per training period/consumer be used for training?

See #2.