

State of Hawaii
Department of Health
Adult Mental Health Division

Addendum 3

October 2, 2014

To

Request for Proposals

RFP No. HTH 420-2-15

**Temporary Locum Tenens Psychiatrists
Statewide**

**Proposal Deadline
October 10, 2014**

October 2, 2014

ADDENDUM NO. 3

To

**REQUEST FOR PROPOSALS
Temporary Locum Tenens Psychiatrists Statewide
RFP No. HTH 420-2-15**

The Department of Health, Adult Mental Health Division is issuing this addendum to RFP No. 420-2-15, Temporary Locum Tenens Psychiatrists – Statewide for the purposes of:

- Responding to questions that arose at the orientation meeting of September 10, 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 Friday, October 10, 2014
- 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:

Ms. Betty Uyema
Telephone: (808) 586-8281
Facsimile: (808) 586-4745

RFP No. HTH 420-2-15, Temporary Locum Tenens Psychiatrists - Statewide is amended as follows:

	<i>Page</i>	
Section 1, Administrative Overview		
1.1 Procurement Timetable No Changes		
Section 2, Service Specifications, 2.3 General Requirements, A. Specific qualifications or requirements, including but not limited to licensure or accreditation.	2-10	A new paragraph is added to the end of paragraph 9, to read as follows: “For automobile liability insurance coverage, if a Provider is unable to add the State of Hawaii as an additional insured, the Provider is able to utilize alternative language. The alternate language shall have the Provider contractually obligate itself to require all subcontractors to list the State of Hawaii as an additional insured on their individual automobile liability insurance policies and have the one (1) million per accident limit before they can work in the CENTERS or at the HOSPITAL.”
2.4 Scope of Work, A. Service Activities.	2-14	New paragraphs 11. and 12. are added on page 2-14 to read as follows: “11. To ensure that all awarded providers are contacted in a fair, equitable manner for a placement, a list shall be developed from the highest ranking application to the lowest. An authorization shall be given to a Provider when a placement is to be made. It is the Provider’s responsibility to obtain the authorization number, which shall not be issued after-the-fact. Upon the payment of invoices or during an audit of services, if there is no authorization provided for the placement, the Provider shall not be paid for services or if payment has already been made, funds shall be recouped from the Provider. No retroactive authorizations shall be provided. 12. Providers shall not solicit opportunities for placements by contacting the CENTERS or HOSPITAL. For the first transgression, a warning shall be issued to the Provider. For the second transgression, the Provider shall be removed from the list of placements for 3 months. For the third transgression, the Provider shall be removed from the list of placements for 6 months. The fourth transgression shall result in the Provider being removed from the placement list.”

**Section 3, Proposal
Application Instructions**
No Changes

Section 4, Proposal Evaluation
No Changes

Section 5, Attachments
No Changes