

State of Hawaii
Department of Human Services
Social Services Division

Addendum No. 1

April 26, 2015

to

Request for Proposals (RFP)

SSD-15-POS-3456

HOME VISITING SERVICES

STATEWIDE

RFP Posting Date: April 15, 2015

RFP Proposal Submission Deadline:

May 20, 2015, 4:30 p.m.

Hawaii Standard Time

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REQUEST FOR PROPOSALS (RFP)

SSD-15-POS-3456

HOME VISITING SERVICES

The Department of Human Services, Social Services Division, Child Welfare Services Branch is issuing this Addendum to add additional information and correct/revise the RFP as detailed below.

If you have any questions please contact:

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1. **2.4, A., 6. Discharge planning and case closure** was changed to **Dispute/conflict resolution** (Page 2-13)

This section was added as follows:

The Provider shall have in place dispute/conflict resolution procedures to address potential disagreements between families and the Provider as well as community resources and the Provider. The Provider may need to consult with the social worker when such conflicts/disputes arise.

2. **2.4, A., 6. Discharge planning and case closure** was re-numbered as **2.4, A., 7.** (Page 2-13)
3. **2.4, A., 7. Satisfaction surveys** was renumbered as **2.4, A., 8.** (Page 2-13)
4. **2.4, A., 8. Follow-up contact** was renumbered as **2.4, A. 9.** (Page 2-13)
5. **2.4, B., 7., b., 1) Reporting requirements for program and fiscal data** (Page 2-18)

The second sentence was revised as follows:

The Provider shall summarize its annual projected program and personnel expenditures as well as report the actual expenditures of contract funds during the reporting period for which an invoice will be submitted.

A sentence was added to the end of the same paragraph as follows:

Expenditures reported in the Expenditure Report shall be subject to review by the DHS, such as a review of all applicable receipts, to verify the amounts and the appropriateness of the reported expenditures.