

DEPARTMENT OF HUMAN SERVICES  
SOCIAL SERVICES DIVISION  
CHILD WELFARE SERVICES BRANCH

NOTICE OF REQUEST FOR PROPOSAL

The State of Hawaii, Department of Human Services is procuring the following service:

**Human Trafficking Services – Statewide  
RFP SSD-16-POS-3020**

The new contracts are expected to begin on May 1, 2016.

**As of January 21, 2016**, interested parties may review the following RFP located on the State Procurement Office website at [www.spo.hawaii.gov](http://www.spo.hawaii.gov) and see Procurement Notices/Bidding Opportunities.

The Department will conduct a meeting live in Honolulu and via video conference for the neighbor islands to discuss the RFP and answer questions from the community. If you would like to attend please call Ms. Kenwyn Kaahaaina at (808) 586-5706 or email her at [kkaahaaina@dhs.hawaii.gov](mailto:kkaahaaina@dhs.hawaii.gov) by **12:00 Noon on Tuesday, January 26, 2016** and provide your name, agency, phone number, email address, and location where you will be attending the meeting.

The RFP Video Conference meeting will be held as follows. All addresses are the offices of the DHS Benefit, Employment, and Support Services Division (BESSD):

<b>Date:</b>	<b>Wednesday, January 27, 2016</b>
<b>Time:</b>	<b>12:30 p.m. to 3:30 p.m.</b>
<b>Locations:</b>	
<b>Oahu (Honolulu):</b>	Haseko Center, 820 Mililani Street Suite #606
<b>East Hawaii (Hilo):</b>	Kinoole Shopping Center, 1990 Kinoole Street
<b>West Hawaii (Kailua-Kona):</b>	Kona Center, 75-5722 Hanama Place Suite #1105
<b>Maui (Wailuku):</b>	Waiehu Beach Center, 270 Waiehu Beach Road Suite #107
<b>Kauai (Lihue):</b>	Dynasty Court, 4473 Pahee Street Suite G

If you would like to participate in the meeting but cannot be present at one of the video conference centers listed above, please contact Ms. Kenwyn Kaahaaina at (808) 586-5706 or by email at [kkaahaaina@dhs.hawaii.gov](mailto:kkaahaaina@dhs.hawaii.gov) and provide your name, agency, and phone number so that you may participate via phone.

**Preliminary written questions will be accepted until 4:30 p.m. on Monday, January 25, 2016.** Please direct written submissions to Ms. Kenwyn Kaahaaina by email to [kkaahaaina@dhs.hawaii.gov](mailto:kkaahaaina@dhs.hawaii.gov), by fax to (808) 586-5700, or by mail to 810 Richards St., Suite 400, Honolulu, Hawaii 96813. It is strongly recommended that all comments, suggestions, and questions be submitted in writing even if they are discussed with the Department prior to or during the RFP Video Conference meeting.

**PLEASE NOTE:** The RFP Video Conference meeting is for informational purposes. Participation in the meeting is optional and not required in order to respond to the RFP. Neither the Department nor any interested party responding to the RFP has any obligation under this process.