

STATE OF HAWAII
HAWAII DEPARTMENT OF EDUCATION
PROCUREMENT AND CONTRACTS BRANCH

February 25, 2016

ADDENDUM A

Request for Proposals

RFP No. F16-050

After-School Plus (A+) Services

The Hawaii Department of Education (HIDOE) hereby issues this addendum to the above-entitled Request for Proposals (RFP).

Part I: RFP Amendments

The following amendments to the original RFP issued on February 1, 2016, are hereby made (additions in **Blue**, deletions in ~~red~~):

1. **Revision to Proposal Submittal Deadline:**

The following deadline is hereby revised:

The proposal due date is postponed to **2:00 p.m. Hawaii Standard Time on April 25, 2016.**

2. **Revision to Proposal Evaluation Period:**

The following scheduled period is hereby revised:

The Proposal Evaluation Period is postponed to **April 25, 2016 – May 6, 2016.**

3. **Revision to Provider Selection:**

The following scheduled date is hereby revised:

The Provider Selection is postponed to **May 13, 2016.**

4. **Revision to Notice of Statement of Findings and Decision:**

The following scheduled date is hereby revised:

The Notice of Statement of Findings and Decision is postponed to **May 13, 2016.**

5. **Reference:** RFP Section 5 Attachments, Attachment D List of Schools Seeking A+ Service Providers, School Year 2016-2017.

The RFP Attachment D has been replaced in its entirety. The newly revised Attachment D is attached below. Applicants must use this newly revised Attachment D when submitting their proposal.

- A. The new total number of Honolulu School Sites seeking an A+ Service Provider has been increased to five (5). The Palolo Elementary School Site is now seeking an A+ Service Provider. The Palolo Elementary School Site has hereby been added to the newly revised Attachment D.

	<u>District</u>	<u>School Site</u>	<u>Estimated Enrollment</u>	<i>Place an "X" below if you wish to be considered for the <u>corresponding school site</u></i>
<u>Honolulu (5)</u>	<u>Honolulu</u>	<u>Palolo Elementary</u>	<u>40</u>	

- B. The new total number of Hawaii School Sites seeking an A+ Service Provider has been decreased to three (3). The Connections PCS School Site is no longer seeking an A+ Service Provider. The Connections PCS School Site has hereby been deleted from the newly revised Attachment D.

	<u>District</u>	<u>School Site</u>	<u>Estimated Enrollment</u>	<i>Place an "X" below if you wish to be considered for the <u>corresponding school site</u></i>
Hawaii (4)	Hawaii	Connections PCS	60	

Part II: Questions and Answers

The HODOE responses to the written questions received are hereby provided:

Q1:

References:

- 1.) RFP Section 2 Service Specifications, 2.1 Introduction, A. Overview, purpose or need, paragraph 1, page 2-1.
- 2.) RFP Section 2 Service Specifications, 2.1 Introduction, D. Description of the target population to be served, paragraph 1, page 2-2.

Are “at-risk” students who do not meet the latchkey definition able to qualify for Department of Human Services (DHS) childcare subsidies?

A1: At-risk students are able to qualify for DHS childcare subsidies if their families’ income does not exceed the income threshold of 185% of the 2006 Federal Poverty Level.

Q2:**Reference:**

1.) RFP Section 2 Service Specifications, 2.4 Scope of Work, A. Service Activities, Item #2 page 2-4.

Is the 1:20 staff to student ratio based on the number of students in attendance or number of students listed on the roster?

A2: Given Hawaii Administrative Rules §17-892.1-18 states that the 1:20 staff to student ratio should always be met and maintained, the ratio should be upheld for every A+ session.

Q3:**References:**

- 1.) RFP Section 1 Administrative Overview, 1.1 Procurement Timetable, page 1-1.
- 2.) RFP Section 2 Service Specifications, 2.3 General Requirements, D. Single or multiple contracts to be awarded, page 2-4.
- 3.) RFP Section 5 Attachments, Attachment D List of Schools Seeking A+ Service Providers, School Year 2016-2017.

- a.) How are the applicants notified of their award and selection?
- b.) Do the selected applicants receive an actual contractual agreement showing which sites have been awarded?

A3:

a.) When the evaluation of the applicants' submitted proposals has concluded, the HIDOE Procurement and Contracts Branch notifies each individual applicant of their awarded sites via a mailed Notice of Statement of Findings and Decision. This document will state if the applicant was or was not selected for the schools that the applicant requested on the RFP revised Attachment D, submitted with their proposal. This document will also identify all the applicant(s) selected for these schools.

b.) The HIDOE Procurement and Contracts will contact the selected applicants to discuss moving forward with the Department's contract execution process. The executed contracts will include the school site(s) awarded to the applicant. After the contracts are executed, each specific school site shall be notified as to the available providers and contact the desired providers as soon as possible to request the provision of the After-School Plus (A+) services. An executed contract for one or more school sites does not guarantee that a provider will be requested to provide these services.

The Procurement Timetable referenced above represents the HIDOE's best estimated schedule for the date that the Notice of Statement of Findings and Decision will be mailed out to the applicants. It is anticipated that contract discussions and the execution process may be initiated on or about this date as well.

Revised List of Schools Seeking A+ Service Providers, School Year 2016-2017

	<u><i>District</i></u>	<u><i>School Site</i></u>	<u><i>Estimated Enrollment</i></u>	<i>Place an "X" below if you wish to be considered for the <u>corresponding school site</u></i>
<i>Honolulu (5)</i>	Honolulu	Hokulani Elementary	125	
	Honolulu	Kaiulani Elementary	80	
	Honolulu	Kalihi Uka Elementary	50	
	Honolulu	Liholiho Elementary	200	
	Honolulu	Palolo Elementary	40	
<i>Central (4)</i>	Central	Aliamanu Elementary	85	
	Central	Makalapa Elementary	120	
	Central	Salt Lake Elementary	200	
	Central	Solomon Elementary	40	
<i>Leeward (1)</i>	Leeward	Waikele Elementary	175	
<i>Windward (1)</i>	Windward	Ke Kula O Samuel M. Kamakau LPCS	28	
<i>Hawaii (3)</i>	Hawaii	Ka Umeke Kaeo PCS	40	
	Hawaii	Kahakai Elementary	200	
	Hawaii	Kanu O Ka Aina NCPCS	28	
<i>Maui (1)</i>	Maui	Nahienaena Elementary	200	