

State of Hawaii
Department of Health
Adult Mental Health Division

Addendum Number 2

September 25, 2007

To

Request for Proposals

RFP No. HTH 420-1-08

**Statewide Public Education Program regarding the
Stigma of Mental Illness**

**Proposal Deadline
October 9, 2007**

September 25, 2007

ADDENDUM NO. 2

To

REQUEST FOR PROPOSALS

RFP NO. HTH 420-1-08

The Department of Health, Adult Mental Health Division, is issuing this addendum to RFP Number HTH 420-1-08, Statewide Public Education Program regarding the Stigma of Mental Illness for the purposed of:

- Responding to questions that arose at the orientation meeting of September 7, 2007 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 Tuesday, October 9, 2007.
- 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. Enid Kagesa
(808) 586-4689
eykagesa@amhd.state.hi.us
1250 Punchbowl Street, Room 256
Honolulu, Hawaii 96813

Responses to Questions Raised by Applicants
For RFP No. HTH 420-1-08, Statewide Public Education Program regarding the
Stigma of Mental Illness

1) Question:

What does “ownership” mean? (Page 2-8)

Answer:

Ownership means that the finished product becomes the property of the Department of Health, Adult Mental Health Division (“AMHD”).

2) Question:

Why don’t we have products we haven’t used? Why is the proposal focused on a product and not for implementation?

Answer:

The AMHD does not have knowledge of the RFP applicant’s current products, who owns the products, or if the products have been previously used. For this RFP solicitation, a product needs to be developed to remove the stigma of mental illness. In the future, the AMHD may receive additional funds that could be used for distribution of implementation purposes, depending upon the product.

3) Question:

Are we creating a product for the Adult Mental Health Division (AMHD) to use later?

Answer:

The awardee(s) selected will be expected to deliver a product. Once the product is received by the AMHD, the Division will decide how the product will be used, distributed or implemented.

4) Question:

When the product is turned over, does the Adult Mental Health Division (AMHD) have exclusive right to the product?

Answer:

Yes, the RFP states the AMHD will have ownership of the product. AMHD may

authorize others to use, distribute or implement the product, but that is not part of this RFP.

5) Question:

It appears that the RFP may be biased when it states that “speeches don’t work as soon as someone leaves the room”. Is this person who wrote this going to be the only one judging the grant? If we present evidence qualitative and quantitative to refute this, will it be part of the grant?

Answer:

A RFP Review Committee reviews all proposal applicants submitted in response to an RFP. AMHD employees from different disciplines review and score each proposal according to established evaluation criteria. AMHD may ask outside consultant(s) to provide opinions on the RFP, but they are not part of the scoring team. The Review Committee members read each application and rates it according to the evaluation criteria cited in Section four (4) of the RFP. If there is a conflict of interest between a RFP Review Committee and an Applicant, the RFP Review Committee member shall be excused from serving on the panel.

6) Question:

The last federal block grant had a specific purpose – “we want 60 speeches about employment to 3,000 people, and we want you to talk about the advantages of employment.” We produced 53 speeches to 8,000 people; all were evaluated and well received. This grant says be creative – it indicates that you don’t know what you want – and there’s a possibility of stealing ideas.

Do you know what you want? We have ads developed for an ad campaign but \$40,000 will not cover it, and we are hesitant to show you the ads, for we paid for their production and we don’t want the ideas to be stolen if someone is awarded the grant. How can we avoid this?

Answer:

The AMHD is interested in a product to be used in a statewide public education program to be targeted to the public-at-large, which addresses the stigma of mental illness. The AMHD released an RFP for this program to solicit community involvement with this program. Since this RFP is requiring Applicants to be creative, the products to be developed by your organizations/ programs may be considered proprietary to your organization and shall not be released to the general public.

7) Question:

Most budgets given by the Adult Mental Health Division include large amounts, this is the same small fee that consumer organizations are normally given, yet you seem to expect a lot. Why is the amount so small? You have \$100,000 to another provider for a small task or peer mentoring, which we do for free, why can't you up the budget since you expect so much?

Answer:

This program is being funded by a federal grant. The funding for this project pertains to this program and not other AMHD contracted services.

8) Question:

We feel that the person who wrote this RFP has a bias against us and we can prove it, because we threw one of his workers out for three offenses, one involving the police. He then threatened to take away our contract though consumers voted to in agreement with the suspension. How can you safeguard that his bias won't be reflected in the grant selection? We also feel that this person reading these concerns will bias our chances of receiving the grant. How will you safeguard against this?

Answer:

See response to question #6

9) Question:

Will any consumers be on the panel to select those for the grant? Will anyone who has experience with the past grant and its successes, or who has seen the attempts the past grant awardees have made (Judy Crockett, Paula Morelli, Malina Kealekekui, Lee Myers, a teacher at Farrington High School) be on the selection panel? It is recommended to prevent bias, will you do it?

Answer:

See response to question #6

10) Question:

Are any applicants exempt from getting HIPAA accreditation?

Answer:

If you are a covered entity, you must comply with all applicable HIPAA requirements.

RFP No. HTH 420-1-08 Statewide Public Education Program regarding the Stigma of Mental Illness is amended as follows:

Subsection Page

Section 1, Administrative Overview

I. 1-1 The Procurement Timetable on page 1-1 is modified as follows:

Note that the Procurement Timetable represents the State's best estimated schedule. Contract start dates may be subject to the issuance of a notice to proceed.

Activity	Scheduled Date
Proposal Submittal Deadline	10/09/07
Discussions with Applicant after submittal deadline (optional)	N/A
Final revised proposals (optional)	N/A
Proposal evaluation period	10/12/07 – 10/19/07
Provider selection	10/22/07
Notice of Statement of findings and decision	10/23/07
Contract start date	3/01/08

All references in the RFP to the proposal submittal deadline or other dates are modified to conform with the amended Procurement Timetable.

Section 2, Service Specifications

No Changes

Section 3, Proposal Application Instructions

No Changes

Section 4, Proposal Evaluation

No Changes

Section 5, Attachments

No Changes