

State of Hawaii  
Department of Health  
Adult Mental Health Division

# **Addendum Number 1**

**November 6, 2007**

**To**

**Request for Proposals**

**RFP No. HTH 420-5-08**

**Fee-For-Service Psychiatric Services Statewide**

**Proposal Deadline**

**November 20, 2007**

November 6, 2007

**ADDENDUM NO. 1**

To

**REQUEST FOR PROPOSALS**

**RFP NO. HTH 420-5-08**

The Department of Health, Adult Mental Health Division, is issuing this addendum to RFP Number HTH 420-5-08, Fee-For-Service Psychiatric Services Statewide for the purpose of:

- Responding to questions that arose at the orientation meeting of October 9, 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 November 20, 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) 586-8282  
1250 Punchbowl Street, Room 256  
Honolulu, Hawaii 96813

Responses to Questions Raised by Applicants  
For RFP No. HTH 420-5-08, Fee-For-Service Psychiatric Services Statewide

**1) Question:**

What is the total number of annual hours of services anticipated for each facility?

**Answer:**

The Fee-For-Service Psychiatric Services shall be provided on an intermittent basis and we are unable to determine the annual hours that may be required of this service.

**2) Question:**

Are the services requested in this RFP to supplement services being provided by existing psychiatrists?

**Answer:**

Yes.

**3) Question:**

Is the RFP for the total state psychiatry system?

**Answer:**

Yes. The contract for Fee-For-Service Psychiatric Services may be utilized by the Hawaii State Hospital and Community Mental Health Centers throughout the State of Hawaii.

**4) Question:**

Are the requested services being provided by current contracts?

**Answer:**

Yes.

**5) Question:**

Will any of the temporary assignments be full time or are all services on a temporary, per diem assignment basis?

**Answer:**

No temporary assignment shall be requested on a full-time basis. All services are temporary in nature, and paid by a unit rate basis.

**6) Question:**

Is there any region that does not have adequate coverage for the requested services? If so, which region needs more available psychiatric services?

**Answer:**

At this time, the island of Hawaii has the greatest need for psychiatric services and our Community Mental Health Centers do not have adequate coverage.

RFP No. HTH 420-5-08 Fee-For-Service Psychiatric Statewide 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	11/20/07
Discussions with Applicant after submittal deadline (optional)	N/A
Final revised proposals (optional)	N/A
Proposal evaluation period	11/23/07 – 11/30/07
Provider selection	12/3/07
Notice of Statement of findings and decision	12/3/07
Contract start date	1/1/08

**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 change

**Section 3, Proposal Application Instructions**

No Changes

**Section 4, Proposal Evaluation**

No change

**Section 5, Attachments**

No Changes