

State of Hawaii
DEPARTMENT OF PUBLIC SAFETY
INTAKE SERVICE CENTER DIVISION

Addendum A

OCTOBER 23, 2007

To

Request for Proposals

RFP No.: PSD 08-ICSD-08
TRANSITIONAL HOUSING AND SERVICES
FOR
PRETRIAL DEFENDANTS ON OAHU
October 3, 2007

OCTOBER 23, 2007

ADDENDUM NO. A

To

**REQUEST FOR PROPOSALS
RFP No.: PSD 08-ISCD-08
TRANSITIONAL HOUSING AND SERVICES
FOR PRETRIAL DEFENDANTS
ON OAHU**

The Department of Public Safety, Intake Services Center Division is issuing this addendum to RFP No.: PSD 08-ISCD-08, TRANSITIONAL HOUSING AND SERVICES FOR PRETRIAL DEFENDANTS ON OAHU for the purposes of:

- Responding to questions that arose at the orientation meeting of <Date> 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 <new date>.
- 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:

Marc S. Yamamoto
Telephone: (808) 587-1215
E-mail: marc.s.yamamoto@hawaii.gov
919 Ala Moana Boulevard, Room 413
Honolulu, Hawaii 96814

RFP No.: PSD 08-ISCD-08, TRANSITIONAL HOUSING AND SERVICES FOR
PRETRIAL DEFENDANTS ON OAHU is amended as follows:

Subsection Page(s)

Section 2, Service Specifications

III (A) 2-4 and 2-5 Services Activities are amended as attached. *Revisions have been underlined.*

Maximum length of contract: Three years

The initial period shall commence on the contract start date or Notice to Proceed, whichever is later.

Conditions for extension: Extensions are subject to: the availability of funds; satisfactory performance of the provider to scope of services herein, and upon prior mutual agreement in writing.

F. RFP contact person

The individual listed below is the sole point of contact from the date of release of this RFP until the selection of the successful provider or providers. Written questions should be submitted to the RFP contact person and received on or before the day and time specified in Section 1, paragraph I (Procurement Timetable) of this RFP.

Marc Yamamoto
Planning, Programming and Budget Office
Department of Public Safety
919 Ala Moana Blvd., Room 413
Honolulu, Hawaii 96814
Phone (808) 587-1215 Fax (808) 587-1244

III. Scope of Work

The scope of work encompasses the following tasks and responsibilities:

A. Service Activities

(Minimum and/or mandatory tasks and responsibilities)

1. Provide a transitional 24 hour shelter setting appropriate for achievement of the placement's purpose; separate facilities for adult male and adult female defendants.
2. Provide 24 hours shelter living arrangements, on-site security and supervision of defendants.
3. Case conference with Intake Service Center officer to coordinate service plan that identifies appropriate referrals to community resources.
4. Report progress and all violations promptly to the Intake Service Center officer; provide written report outlining any situation that caused disciplinary action to be taken against the defendant. A defendant's failure to return to the residence shall be reported to the Intake Service Center officer within forty eight (48) hours.

5. If termination is recommended, the reason(s) must be stated in a written termination report.
6. The defendant shall not be required to surrender his/her benefits such as Supplemental Security Income, General Assistance, Veteran's benefits, etc. to the service provider.
7. The defendant is responsible for getting food from community resources until he/she has an income or benefits to buy food/meals, and preparing his/her meals. The facility will provide a kitchen and dining area.
8. The Service Provider shall coordinate with the Oahu Intake Service Center officer what community resources to refer to and document resources/services defendant referred to, what resources/services were accepted and how long defendant utilized resources/services. Services shall include referrals to public and private social services, housing, vocational placement agencies, mental health services, and other similar agencies; monitoring the defendant's participation in such services, overseeing the reintegration process from transitional living toward independent living. Progress reports may be faxed.
9. The Service Provider shall assist the defendant in seeking, obtaining and maintaining approved employment. Transportation is the responsibility of the defendant and agreed upon with service provider and the Oahu Intake Service Center officer.
10. The Service Provider shall instruct the defendant in personal budgeting to ensure that he/she has a viable plan to meet their financial obligations and accumulate savings for use after 60 day placement.
11. The Service Provider shall arrange for transportation for the defendant to secure personal medical services; medical bills are the defendant's responsibility.
12. The Service Provider shall report any suspicion or probable cause to believe that a defendant is using illegal substances or alcohol to the Oahu Intake Service Center officer promptly.
13. The Service Provider shall enable defendant to engage in meaningful leisure, social and recreation activities.