

State of Hawaii  
Department of Public Safety  
Corrections Program Services Division  
Substance Abuse Services

**Addendum A**

**Date Issued: January 20, 2009**

**To**

**Request for Proposals**

**RFP No.: PSD 09-CPS/SA-13**

**RFP Title: Intensive Outpatient Substance Abuse  
Treatment Program for Moderate Risk Male Offenders  
on the Islands of Oahu and Hawaii**

**Date Issued: December 19, 2008**

Date: January 20, 2009

**ADDENDUM NO. A**

To

**REQUEST FOR PROPOSALS**

**RFP No.: PSD 09-CPS/SA-13**

**RFP Title: Intensive Outpatient Substance Abuse Treatment Program  
for  
Moderate Risk Male Offenders on the Islands of Oahu and Hawaii**

The Department of Public Safety, Corrections Program Services Division, Substance Abuse Services is issuing this addendum to RFP Number PSD 09-CPS/SA-13, RFP Title: Intensive Outpatient Substance Abuse Treatment Program for Moderate Risk Male Offenders on the Islands of Oahu and Hawaii for the purposes of:

- Responding to questions that arose at the orientation meeting of January 5, 2009 and written questions subsequently submitted in accordance with Section 1-V, of the RFP.
- Amending the RFP.

The proposal submittal deadline:

- is amended to <new date>.
- is not amended.

Enclosed is (are):

- A summary of the questions raised and responses for purposes of clarification of the RFP requirements.
- Amendments to the RFP.

Should you have any questions, contact:

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Responses to Question Raised by Applicants  
For RFP No.: PSD 09-CPS/SA-13  
RFP Title: Intensive Outpatient Substance Abuse Treatment Program for  
Moderate Risk Male Offenders on the Islands of Oahu and Hawaii

**Question 1:** Please clarify which documents are required to be submitted as attachments as part of the application. The proposal application checklist only lists 1) tax clearance and 2) proof of insurance in addition to the ID page, table of contents and proposal application. Does this mean that budget forms based on expenditures are not required in addition to the unit of service pricing structure for each type of service? Also on page 3-5 of Section 3.V.B. 1 .it states that applicant's current financial statement and any financial audits completed in the last three years are required.

*Response:* The following documents are required to be submitted with the applicant's proposal:  
Proposal Application Identification Form (SPO-H-200)  
Proposal Application Checklist  
Table of Contents  
Proposal Application (SPO-H-200A)  
Tax Clearance Certificate (Form A-6) – Not more than six months old.  
Proof of Insurance (minimum Commercial General Liability Limit  
\$2,000,000.00)

*Section 3.V.A Pricing Structure  
SPO-H Forms 205, 205A, 206A, 206B and 206F are **not** required.*

**Question 2.** Section 2.. .paragraph I.B on page 2-1 states in red that post release aftercare will be required. Also, on page 4-4 of Section 4, it states that Aftercare is worth 5 points. However, as part of Section 2, subsection III Scope of Work. . . Aftercare is not described as a service activity although aftercare is listed on page 3-5 as part of units of services and unit rate. Is it correct to assume to assume that aftercare is a required service activity and should be addressed in the proposal?

*Response:* Aftercare shall be made available for all of the community-based correctional facilities within the State of Hawaii, excluding those offenders participating in any of the transitional programs such as Project BRIDGE, BISAC, or TJ Mahoney. The aftercare component is to continue supporting the offender while in a community status, and it is designed to assist the client with his daily application and daily demonstration of his or her life skills that were learned in primary care treatment. The objective of this level of care is the attainment of a clinical discharge.

*The aftercare component should contain a range of services. The minimum of which should be monitoring the offender to having the offender attending groups and classes, which reinforce the information learned in the primary care and continuing care components. The aftercare groups shall meet once a week for approximately one and half (1½) hours. The offender must follow all recommendations that are on his discharge summary from continuing care.*

**Question 3: Section 2, page 2-6, 1<sup>st</sup> paragraph, “Provider shall provide at least fifteen (15) open-ended IOP educational ...” Recommend “closed” enrollment for groups.**

*Response: Groups shall be “closed”.*

**Question 4. Section 2...subsection III.C (page 2-12) Facilities is designated as “Not Applicable”. However, in Section 4 Evaluation (page 4-3) Facilities is awarded 4 pts. Should the applicant address “Facilities” as part of the proposal?**

*Response: While program services are to be performed in the correctional facilities, any post-release aftercare services would require a provider facility. Please describe the provider’s facility available for post-release aftercare services.*