

State of Hawaii
Department of Labor and Industrial Relations
Workforce Development Division
Administration Office

Addendum 1

February 1, 2011

To

Request for Proposals

**RFP No. LBR 111-10(SCSEP)
Part-Time Community Service Training Opportunities
for Older Individuals
Issued January 7, 2011**

February 1, 2011

ADDENDUM NO. 1

To

**REQUEST FOR PROPOSALS
Part-Time Community Service Training Opportunities for Older Individuals
RFP No. LBR 111-10(SCSEP)**

The Department of Labor and Industrial Relations, Workforce Development Division, Administration Office is issuing this addendum to RFP Number LBR 111-10(SCSEP), Part-Time Community Service Training Opportunities for Older Individuals for the purposes of:

- Responding to questions that arose at the orientation meeting of January 25, 2011 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:

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Responses to Questions Raised by Applicants
For RFP No. LBR 111-10(SCSEP)
Part-Time Community Service Training Opportunities for Older Individuals

1. If writing for separate islands, should I write one proposal with separate services per island and separate budgets?

Yes, if you are submitting a proposal for multiple areas, please prepare one proposal with information regarding your agency and include separate descriptions of the services by island as well as separate budgets for each service area.

2. Is there a page limit?

No. There is no page limit.

3. Do you allow agencies to write a bridge (program) to your internet computer system?

Although an operator may create their own database or program, it is not advisable as the system which they create will need to interface with the system provided by the U.S. Department of Labor (USDOL) and capture all of the same data that the SCSEP data collection system captures. In addition, the SCSEP data collection system is updated regularly to reflect changes required by USDOL and the agency-created system will also need to be modified when an update is done. The creation of an independent system may not be cost-effective as the SCSEP data collection system is available and maintained at no cost to the provider.

4. Is there a minimum number of people to be served for the amount of money requested?

Yes. At the very minimum, the provider must serve at least the number of people indicated in the allocated positions for the respective area(s) it wishes to serve(see page 2-5 of the Service Specifications). Since the program goals are to have the positions filled at all times, the provider must serve additional participants to ensure that it maintains the allocated number of positions when participants are terminated or leave the program. Failure to keep the allocated number of positions filled at all times will adversely affect performance.

5. How many awards have you provided for the last contract period?

DLIR has entered into four agreements. In addition, the department is also operating one subproject in-house.