

State of Hawaii
Department of Education
Kauai Complex Area Office
Mokihana School Based Behavioral Health

February 17, 2011

ADDENDUM B

To

Request for Proposals

**RFP No. F11-081
School Based Behavioral Health Services
(Kauai Complex)**

The Department of Education's response to interested Provider's written questions, the following answers are hereby provided.

Miscellaneous Questions

- Q:** May we obtain copies of the winning proposal(s) and/or the resultant contract(s) of the current Providers?
A: Yes, however the request must be made by submitting an official request to the State's Office of Information Practices. The request form may be obtained at the following link: <http://www.state.hi.us/oip/forms.html>
Be sure to review the directions prior to submitting the request form as charges may apply. Please note that your request may not be fulfilled prior to the RFP due date of February 28, 2011.
- Q:** What type of facilities will be made available to contract Providers?
A: Contract Providers are provided a shared office at each public school on Kauai.
- Q:** Are past or present staff members available and open to interview?
A: No, currently all contracts are held by individual contractors so there are no staff members to interview.
- Q:** May outer island Providers submit a proposal, if we are willing to fly to Kauai for services?
A: Yes, however Proposers should keep in mind that some of the services solicited require immediate, i.e., same day delivery. An Awardees ability to meet such service

delivery deadlines as well as the overall proposed prices, which should include the cost of interisland travel, are inherent in the evaluation criteria.

The questions and answers provided below are arranged by the ORIGINAL RFP's Table of Contents:

Section 1 – Administrative Review

1. **Q:** May a Provider submit a Certificate of Vendor Compliance as issued by the Hawaii Compliance Express (“HCE”) in lieu of an individual Tax Clearance Certificate?
A: Yes, please review the directions on page 1-5, sub-heading F. Hawaii Compliance Express (“HCE”).

Section 2 – Service Specifications

NO QUESTIONS POSED.

Section 3 – Proposal Application Instructions

1. **Q:** What is the staff to patient ration?
A: The information contained within the RFP is based on anticipated units needed NOT the number of students. Please refer to page 3-4.
2. **Q:** Does the DOE have an established/acceptable range of charge per assessment?
A: Please refer to Addendum A.
3. **Q:** Does the DOE have an established/acceptable range of charge per intervention?
A: Please refer to Addendum A.
4. **Q:** Are there standardized assessment batteries which the DOE requires?
A: Please refer to page 2-16 and section 5, Attachments D & E

Section 4 – Proposal Evaluation

NO QUESTIONS POSED.

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The following is hereby deleted and replaced as described below. The insurance requirements have been changed. Please SEE Section I – Administrative Review, XXI. General Conditions and Special Conditions of the Contract, page 1-10, and replace with the provisions below:

| <u>Coverage</u> | <u>Limits</u> |
|--|---------------------------------|
| Automobile Liability, Comprehensive Bodily Injury | \$1,000,000 per accident |
| Property Damage: | \$ 50,000 per occurrence |

Professional Liability

***\$1,000,000 per claim or
\$2,000,000 per annual
aggregate***

Unless described herein, nothing in this Addendum B shall alter, amend, or modify the terms and conditions of the original RFP.