

State of Hawaii
Department of Education
Office of Curriculum, Instruction and Student Support
Special Education Section

March 4, 2011

ADDENDUM A

To

Request for Proposals

**RFP No. F11-123
Special School Services
For the Department of Education**

Part I: RFP Amendments

The following are amendments to the Original RFP issued on February 16, 2011.

1. **Reference:** SECTION 3, III: Project Organization and Staffing, A. Staffing 2. Staff Qualifications.

The following change is hereby made (delete strikethrough language): "In particular, the applicant must describe how they conduct employee background checks ~~encompassing all previous places of residence.~~"

2. **Reference:** Exhibit A, 4.1.3. Criminal History Record Check Requirements, 4.1.3.2.

The following change is hereby made(delete strikethrough language and replace with language in **bold**): "The PROVIDER shall require, at a minimum, annual local criminal history checks on all employees, agents, and volunteers including but not limited to administrative and direct service staff members who work in close proximity to children. The required ~~fingerprint checks~~ **criminal history checks** shall be completed before any employee, agent or volunteer of the PROVIDER is assigned to any work site. The PROVIDER shall indemnify and defend the STATE for any liability or damages resulting from the PROVIDER's failure to conduct a criminal history check."

Part II: Questions and Answers

The Department of Education's responses to orientation meeting and written questions received by the stated deadline are forthcoming shortly, and will be posted on a subsequent addendum.