

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. F11-124**  
**Behavioral Instructional Support Services**  
**(Statewide)**

**Part I: RFP Amendments**

The following are amendments to the subject 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:** SECTION 3, IV: Service Delivery Table 1 of the original RFP.

Table 1 is hereby replaced with the following **Table 1 Revised 3-4-2011:**

Anticipated Hours needed by district for Behavioral Instructional Support Services

Type of Service	Honolulu District	Central District	Leeward District	Windward District	Hawaii District	Maui District	Kauai District
Behavioral Instructional Support Services	18,000	17,863	10,000	9,000	25,000	4,000	1,600

3. **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.