

State of Hawaii
Department of Health
Communicable Diseases Division
STD/AIDS Prevention Branch/STD Prevention Program

Addendum No. 1

September 6, 2011

To

Request for Proposals

RFP No. HTH 100DH-11-03
STD Nursing Services at the STD Clinic
Date Issued: August 16, 2011

September 6, 2011

ADDENDUM NO. 01

To

**REQUEST FOR PROPOSALS
STD Nursing Services at the STD Clinic
RFP No. HTH 100DH-11-03**

The Department of Health, Communicable Diseases Division, STD/AIDS Prevention Branch/STD Prevention Program/STD Clinic is issuing this addendum to HTH 100DH-11-03, STD Nursing Services at the STD Clinic for the purposes of:

- Responding to written questions that were 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 Question Raised by Applicants
For
RFP No. HTH 100DH-11-03
STD Nursing Services at the STD Clinic

- 1. Question:** We normally bill our clients an hourly or one time flat fee for services. Will you be paying the Nurse directly? We normally pay the Nurse directly and bill our client for the service. Is this correct? You pay our employee directly and our employee is covered by your insurance and receives benefits directly by the State? Are we not to bill any costs to the State?

Response: This RFP seeks proposals directly from the qualified individuals (nurse) and is not seeking the service of an agency. Under this RFP we would contract directly with the individual providing the service. This RFP does not provide for payment of any agency fees.

- 2. Question:** From the posted salary, I gather it would involve approximately 2 days/week at the clinic?

Response: As indicated in the RFP, compensation will be based on an hourly fixed unit of service rate (see Section 2. Item VI, Pricing Structure (p. 2-4). The clinic is seeking nursing coverage for approximately 25-30 hours per week during clinic hours. Depending on applicants' availability, the State may contract with one or with several qualified individuals.

- 3. Question:** I have an out of state nursing license. Do I need to have a Hawaii RN license to work at the STD clinic?

Response: Yes. You must be a Hawaii licensed RN to work at the Hawaii Department of Health STD Clinic. A valid and current nursing license to practice nursing in the State of Hawaii is one of the minimum requirements stated in the RFP (see Section 2. Item V. Qualifications (p. 2-3). A proposal that fails to meet all of the minimum requirements cannot be considered.

- 4. Question:** Do I need to complete the RFP proposal application in order to be considered for this position?

Response: Yes. All prospective applicants must submit a proposal application using the prescribed format outlined in Section 2 and Section 3 of the RFP.

