

State of Hawaii  
Department of Health  
Adult Mental Health Division

## **Addendum 3**

**November 14, 2011**

**To**

**Request for Proposals**

**RFP No. HTH 420-2-12  
Representative Payee Services  
Island of Kauai**

**Proposal Deadline  
November 17, 2011**

November 14, 2011

**ADDENDUM NO. 3**

To

**REQUEST FOR PROPOSALS  
Representative Payee Services  
Island of Kauai  
RFP No. HTH 420-2-12**

The Department of Health, Adult Mental Health Division is issuing this addendum to RFP No. 420-2-12, Representative Payee Services, Island of Kauai for the purposes of:

- Responding to questions that arose at the orientation meeting of October 26, 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 revision to response to question no. 3, for purposes of clarification.
- Amendments to the RFP.
- Details of the request for final revised proposals.

If you have any questions, contact:

Ms. Enid Kagesa  
Telephone: (808) 586-8282  
Facsimile: (808) 586-4745

Responses to Question Raised by Applicants  
For RFP No. HTH 420-2-12, Representative Payee Services, Island of Kauai

- 3. Question:**  
On page 3-8, 1, Proposed Staffing. Can the DIVISION set or recommend a Representative Payee consumer to staff ratio or can the agency base ratio on current standard of practice?

**Revised Answer:**  
The DIVISION did not want to set a staff to consumer ratio for this RFP. An agency may propose a ratio that is based on their current standard of practice.

No Changes to RFP No. HTH 420-2-12  
Representative Payee Services, Island of Kauai

	<i>Subsection</i>	<i>Page</i>	
<b>Section 1, Administrative Overview</b>			
	No Changes		
<b>Section 2, Service Specifications</b>			
	No Changes		
<b>Section 3, Proposal Application Instructions</b>			
	No Changes		
<b>Section 4, Proposal Evaluation</b>			
	No Changes		
<b>Section 5, Attachments</b>			
	No Changes		