

**DEPARTMENT OF HUMAN SERVICES
BENEFIT, EMPLOYMENT & SUPPORT SERVICES DIVISION
NOTICE OF REQUEST FOR INFORMATION (RFI)
RFI# HMS-302-21-01-S
Child Care Provider Registry**

The Department of Human Services (DHS), Benefit, Employment & Support Services Division (BESSD), requests information and recommendations from the general public, private sector, and community-based organizations, and interested community members regarding plans to enter into a competitive procurement process for an organization to administer and maintain the Department's child care provider registry for individuals employed in a DHS licensed or registered child care facility or home and to promote professional development for early childhood practitioners.

Target population: Early childhood practitioners who are employed in a DHS licensed or registered child care facility or home and/or seeking to continue or advance their educational career.

Geographic coverage: Statewide

Description of Service:

1. Review and evaluate consistently the educational and experience qualifications of group child care and infant and toddler child care staff and caregivers working in DHS licensed or registered child care facility or home to determine the staffing level(s) the individual qualifies for in accordance with the Department's licensing regulations;
2. Maintain the Department's electronic Child Care Provider Registry database;
3. Promote the professional development of early childhood practitioners by encouraging the continuation of their education and training;
4. Review and evaluate consistently the training opportunities completed by child care providers in DHS licensed and registered facilities and homes to determine if the Department's initial and on-going training requirements are met;
5. Capture data regarding the number of aides, teachers, directors, and volunteers working in DHS licensed and registered facilities and homes; and
6. Capture data regarding the education, training and experience of staff in DHS licensed and registered facilities and homes.

Probable funding amount: \$350,000 in federal funds per contract year.

Probable period of availability: July 1, 2021 to June 30, 2022 with the option to extend for 4 (four) additional 12-month periods, not to exceed June 30, 2026

Form of response requested: Interested parties are requested to submit information or comments in writing to the RFI contact person noted below.

Deadline for response: Responses to the RFI are to be submitted no later than January 22, 2021, 4:30 PM, Hawaii Standard Time (HST).

RFI Contact Person: Barry Kwock, Program Specialist
Department of Human Services
Benefit, Employment & Support Services Division (BESSD)
Child Care Program Office
1010 Richards Street, Suite 512
Honolulu, Hawaii 96813
Telephone: (808) 586-5240
Fax: (808) 586-5744
E-mail address: bkwock@dhs.hawaii.gov

The information and recommendations received through this RFI will assist the DHS in preparing a Request for Proposals (RFP) to procure the aforementioned services. All prospective applicants and interested parties are encouraged to submit information or comments in writing.

Note:

Participation is optional and is not required to respond to any subsequent procurement action a purchasing agency may take.

The Department reserves the right to incorporate in a solicitation, if issued, for such a contract, any information and recommendations submitted in response to this request for information. Neither the Department nor any respondent to the request for information bears any obligation under this request for information.

Cathy Betts
Director

