

State of Hawaii  
Department of Human Services  
Office of Youth Services

**Addendum 1**

**March 13, 2025**

**To**

**Request for Proposals**

**RFP-HMS-501-25-05**

**Community-Based Outreach and Advocacy Services**  
**February 19, 2025**

March 13, 2025

**ADDENDUM NO. 1**

To

**REQUEST FOR PROPOSALS  
Community-Based Outreach and Advocacy Services  
RFP-HMS-501-25-05**

The Department of Human Services, Office of Youth Services, is issuing this addendum to RFP-HMS-501-25-05, Community-Based Outreach and Advocacy Services for the purposes of:

- ☒ Responding to questions that arose at the orientation meeting of February 27, 2025, and written questions subsequently submitted in accordance with Section 1.8, of the RFP.
- ☐ Amending the RFP.
- ☐ Final Revised Proposals

The proposal submittal deadline:

- ☐ is amended to \_\_\_\_.
- ☒ is not amended.
- ☐ for Final Revised Proposals is \_\_\_\_.

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:

Ana Mejia-Vasconcellos  
808-587-5738  
amejia-vasconcellos@dhs.hawaii.gov  
1010 Richards Street, Suite 314, Honolulu HI 96813

Responses to Question Raised by Applicants  
For RFP-HMS-501-25-05, Community-Based Outreach and Advocacy Services

1. **Regarding geographical coverage, currently Outreach and Advocacy Services contracts were separated by OYS to serve different districts in Oahu. How is this RFP's geographical coverage set up? Will it be split into districts?**  
The purchasing agency does no plan to separate and award by district.
2. **If a provider gets awarded, will it be serving the whole island?**  
The provider would need to specify the geographical location it proposes to serve. If the proposal specifies serving island-wide, and if awarded, the basis for award would be island-wide service coverage. If a proposal specifies serving specific districts within an island, and if awarded, the basis for award will be to provide services in the proposed district(s). See Section 2.1 E., Geographical coverage of service for more information.
3. **Is this RFP only state funding? Any federal funds involved?**  
The funding is through general state funds only. No federal funding for this RFP. See Section 2.1 F., Probable funding amounts, source, and period of availability.
4. **The RFP does not specify the number of youth to be served related to goals. For example, x number of youth served. Is that right?**  
See Section 2.4 C. 4. c. The provider shall propose the number of youth it plans to service in one year and achieve the stated performance measures. The purchasing agency did not set the number of youth to be served. The Applicant shall consider various factors when proposing the number of youth to be served, including but not limited to proposed geographical location, community assessment, personnel, outreach plan, referrals, etc.