STATE OF NEW HAMPSHIRE
DEPARTMENT OF CORRECTIONS
DIVISION OF ADMINISTRATION
P.O. BOX 1806
CONCORD, NH 03302-1806
603-271-5610 FAX: 603-271-5639
TDD Access: 1-800-735-2964

William L. Wrenn
Commissioner

Bob Mullen
Director

ADDENDUM # 1 to RFP 13-01-GFMED

THIS DOCUMENT SHALL BE INITIALED BY THE CONTRACT SIGNATORY AND SUBMITTED WITH THE VENDOR'S BID RESPONSE.

RFP: 13-01-GFMED Inpatient and Outpatient Psychiatric Services

RFP Deadline: March 29, 2013, no later than 2:00 EST

(1) Addendum Descriptor: Change/Correction/Clarification: Request for Proposal (RFP), Terms and Conditions, Section 10.4. Format Requirement, page 8 of 39.

- **Delete Section 10.4.5. Section 10.4.5. will be eliminated from the RFP and shall not be a requirement for a vendor's bid response.**

(2) Addendum Descriptor: Correction/Clarification: Proposal Check Sheet:

- **Insert "Proposal Checklist" after Cover Page and before Proposal Cover Sheet. An initialed (by contract signatory) Proposal Checklist shall be a required document to be submitted with the Vendor's RFP bid response and shall be inserted after the Cover Page and before the Proposal Cover Sheet;**

- **Delete the sixth (6th) main bullet, "Program Narrative" of the Proposal Checklist. "Program Narrative" shall be eliminated as a requirement of the Vendor's RFP bid response;**

- **Incorrect page reference to Estimated Staff Budget Form, B-1 (provided, Exhibit B, Page 33). Correct page reference to Estimate Staff Budget Form, B-1 should read (provided, Exhibit B, Page 34); and**

- **Incorrect page reference to Estimated Budget Worksheet Forms: Treatment Services & On-Call, B-2 & B-3 (provided, Exhibit B, Page 34-36). Correct page reference to Estimated Budget Worksheet Forms: Treatment Services & On-Call, B-2 & B-3 should read (provided, Exhibit B, Page 35-37).**

(3) Addendum Descriptor: Correction/Clarification: Scope of Services, Exhibit A:

- **Incorrect numbering of Section 6, Inpatient Forensic Psychiatric Services Located at SPU, page 23 for bullet 6.5 & 6.6. Correct numbering of Section 6, Inpatient Forensic Psychiatric Services Located at SPU, page 23 for bullet 6.5 & 6.6 shall read 6.4 & 6.5;**

- **Incorrect numbering of Section 9, Court Appointed Forensic Psychiatry Evaluation Services, page 23-24 for bullet 9.3. Correct numbering of Section 9, Court Appointed Forensic Psychiatry Evaluation Services, page 23-24 for bullet 9.3 shall be removed on page 24;**

- **Incorrect numbering of Section 13.12.3, Contracted Performance Measures, page 27-28 for bullet 13.12.3 – 13.2.8, respectfully. Correct numbering of Section 13.12.3, Contracted Performance Measures, page 27-28 for bullet 13.12.3 – 13.2.8 shall read 13.12.4 – 13.12.9, respectfully; and**

- **Incorrect numbering of Section 21, Information, pages 30-31 for bullet 20.1-20.4. Correct numbering of Section 21, Information, pages 30-31 for bullet 20.1-20.4 shall read 21.1-21.4.**

(4) Addendum Descriptor: Correction/Clarification: Estimated Budget/Method of Payment, Exhibit B-3, Section Contract Period Estimated Yearly On-Call Costs, 4.1.3. Year 3, page 36:

- **Incorrect number of Weekdays of Section 4.1.3. Year 3, Monday – Friday: 16hrs/day for 251 weekdays (non-holiday) X $_____/day = $ _____. Correct number of Weekdays of Section 4.1.3. Year 3 shall read Monday – Friday: 16hrs/day for 252 weekdays (non-holiday) X $_____/day = $ _____. to accommodate the leap year of 366 days.**

(5) Addendum Descriptor: Change/Clarification: Scope of Services, Exhibit A, 13.5 General Service Provision, Contractor Employee Information.

Delete: Written proof of such criminal background checks and fingerprinting shall be provided to the NH Department of Corrections upon request prior to the start of an awarded Contract. The Contractor shall be responsible for providing a written certification attesting the background check and fingerprinting was completed and meets the terms stated above.

Insert: All hires are contingent upon receipt of a background check and fingerprinting report(s) from the NH Department of Safety. Upon award of a Contract, the NH Department of Corrections will notify the selected Vendor the procedures to obtain background checks and fingerprinting.