



Office of the Administrative Director – Financial Services Department

THE JUDICIARY • STATE OF HAWAII • 1111 ALAKEA STREET, 6TH FLOOR • HONOLULU, HAWAII 96813-2807
TELEPHONE (808) 538-5800 • FAX (808) 538-5802

Rodney A. Maile
ADMINISTRATIVE DIRECTOR


Terri L. Gearon
FINANCIAL SERVICES DIRECTOR

Brandon M. Kimura
DEPUTY ADMINISTRATIVE DIRECTOR

October 27, 2022

MEMORANDUM

TO WHOM IT MAY CONCERN:

FROM: Terri Gearon, Financial Services Director 

SUBJECT: ADDENDUM NO. 1, REQUEST FOR PROPOSALS NO. J24007
To Provide Domestic Violence Intervention Services for the Juvenile Client and
Family Services, Second Circuit, The Judiciary, State of Hawaii

Transmitted herewith for your review is one copy of Addendum No. 1, and is hereby made a part of Request for Proposals J24007 for the above Health & Human Services project, and shall govern the work taking precedence over previously issued specifications governing the items mentioned.

ADDENDUM NO. 1
REQUEST FOR PROPOSALS NO. J24007

To Provide Domestic Violence Intervention Services for the Juvenile Client and Family
Services, Second Circuit, The Judiciary, State of Hawaii

The items listed hereunder are hereby made a part of Request for Proposals No. J24007 for the above Health & Human Services project, and shall govern the work taking precedence over previously issued specifications governing the items mentioned.

Amend RFP J24007 as follows:

1. Replace Section 2.1.3, Scope of Work, B.1.h, in its entirety to read as follow:
 - h. Applicants shall ensure that supervision over program activities and on-going training is provided to all employees and contract personnel that provide and/or supervise client services. Supervision of facilitators must include monthly documented assessment of adherence to the current standards for Hawaii domestic violence intervention programs, and quarterly monitoring of group sessions by supervisory personnel. At a minimum, applicants shall ensure that supervision over BIP facilitators is provided by someone with a Bachelor's degree in counseling social work, psychology, or any relevant behavioral health field, and have had at least three years working in domestic violence and two years of supervisor experience. All supervisory or consultant personnel shall have training and experience in working with batterers, and/or adult and child victims of domestic violence. Programs shall assist clients with access to resources who are knowledgeable about the interface of domestic violence to mental health conditions, substance abuse, post-traumatic stress disorder (PTSD), suicidal and homicidal ideation, and other areas, as indicated.