

State of Hawaii
Department of Health
Health Resources Administration
Office of Medical Cannabis Control and Regulation

September 16, 2024

AMENDMENT 01
TO
REQUEST FOR PROPOSALS
RFP NO. 2025-1

CONTINUING MEDICAL EDUCATION / CONTINUING
EDUCATION ON MEDICAL CANNABIS

The State of Hawaii Department of Health Office of Medical Cannabis Control and Regulation hereby issues this addendum to the above-entitled Request for Proposals (RFP).

PART I: REVISIONS TO THE RFP

Section 2.5 Scope of Work, Subsection 2.5.1., 6th bullet point is hereby revised to read as follows:

Be delivered through an online program with an on-demand schedule.

Section 2.5 Scope of Work, Subsection 2.5.4., is hereby revised to read as follows:

The medical cannabis CME/CE online courses shall be offered on an on-demand basis for a period of twelve (12) months. The courses shall be offered at a standard rate, identified in the proposal, provided that the first two hundred (200) enrollments shall be offered for free. The courses shall be delivered through an online program, include self-assessment quizzes upon completion of each module, and issue certificate of completion with trainee's name and date of completion. Unless terminated, the State may extend the term of any awarded contract by an additional twelve (12) month period or portions thereof without the necessity of re-soliciting, at the same rate and upon mutual agreement in writing at least sixty (60) days prior to the expiration of the contract and the execution of a supplemental contract or contract modification. Upon completion of the contract, and any extension of the contract, OFFEROR may continue to offer the online courses on their own

Section 2.6 Personnel Requirements, Subsection 2.6.1., is hereby revised to read as follows:

The OFFEROR shall include a description of its ability to provide experienced, qualified personnel to meet the performance requirements of their proposal. Assigned staff shall possess the education and experience appropriate to the requirements of the positions to which they are assigned.

Section 2.7 Experience Requirements, Subsection 2.7.3., is hereby deleted.

Section 2.9 Timeline of Deliverables, Deliverable 2: Deliver medical cannabis CME/CE course, Description, is hereby revised to read as follows:

Offer the medical cannabis CME/CE course on an on-demand basis for twelve (12) months.

Section 3.5 Experience and Capability, 2nd paragraph, is hereby revised to read as follows:

The OFFEROR must provide description or examples of medical cannabis CME/CE curricula content which the OFFEROR has produced, and which are pertinent to the proposed services. The OFFEROR must provide evidence of accreditation.

All other terms of the solicitation shall remain the same.

PART II: QUESTIONS AND ANSWERS

The STATE responses to the written questions received to-date are hereby provided:

- Q1: We are particularly interested in submitting a proposal and would appreciate further clarification regarding the budget allocated for this project.
A1: The amount budgeted for this procurement is \$49,900.

Michele N. Nakata
Procurement Officer