

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

September 25, 2024

AMENDMENT 02
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).

The STATE responses to the written questions received since Amendment 01 dated September 16, 2024, are hereby provided:

Q1: Is it mandatory that the Hawaii state rules and regulations be incorporated into the accredited two-course bundle? If so, it may prove to be problematic and it would definitely increase costs significantly. (A review of medical evidence for and against the use of cannabinoids for each of Hawaii’s qualifying disease states may be included in the accredited course without any increase in cost and without issues.)

A1: The OFFEROR may choose to either incorporate the materials into the accredited courses or provide adjunct materials covering Hawaii state rules and regulations. The materials must cover the following specific aspects of compliance: (1) review of medical evidence around the Hawaii debilitating conditions; (2) requirement for a “bona-fide” relationship, including at least one in-person visit; and (3) record keeping requirements.

Q2: In section 2.9 the “Timeline of Deliverables,” deliverable #3 suggests that the curricula is modified after only 20 learners have taken the course or 2 months. The information/feedback obtained from such a small group of learners may not be sufficient to make effective and meaningful changes. Would it be possible to amend the deadline of that deliverable, if needed?

- A2: The main intent of an evaluation after 20 enrollment is to detect any issues with materials adapted for Hawaii before the remaining 180 free enrollments have been completed. Since the OFFEROR should be adapting existing accredited CME courses, the expectation is that the medical content will require minimal revisions and the focus of the evaluation will be on ensuring that the adaptations appropriately address the practices relevant to Hawaii-licensed medical professionals, which should be informed by consultation with Hawaii professional medical associations during the adaptation of the courses.
- Q3: **In section 2.9 the “Timeline of Deliverables,” deliverable #3 suggests that the accredited curricula may need modification after evaluations are reviewed. The modifications require multiple steps, including research, drafting of new fair and balanced evidence-based content, review and approval of the content by the accrediting body, posting of the new content into the learning management system (and another review of the final posted product by the accrediting body) etc.. This process may take weeks (not days). Is the Feb 3, 2025 deadline flexible? If the deadline is not flexible, the cost may be prohibitive.**
- A3: The time of performance for a deliverable can be adjusted with a written contract modification or change order.
- Q4: **The document entitled “General Conditions” (AG-008 103D General Conditions) on page 12, #26 “Ownership Rights and Copyright,” indicates that "the STATE shall have complete ownership of all materials.... and all such material shall be considered “works made for hire” .” For this particular RFP, the STATE requests that the OFFERER provide pre-existing educational material that may be modified to include information based on review of evaluations. Is the STATE requesting that at the end of this contract, the STATE will own the rights and copyright of the entire curriculum?**
- A4: The expectation is for a course to be adapted for Hawaii and offered for at least one year, with at least 200 free enrollments. The contract may be extended for one more year. After the close of the contract, the vendor will retain all rights to the material and may continue to offer the course on their own. When finalizing the contract issued pursuant to the RFP, the special conditions section will amend AG-008 103D General Condition paragraph 26 “Ownership Rights and Copyrights” to reflect this change.

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