

Addendum 1
STATE OF CONNECTICUT
DEPARTMENT OF DEVELOPMENTAL SERVICES
FY23-Employment Recruitment Virtual Platform
Request for Proposals
Employment Virtual Platform RFP 8916

Please note that there was an error in the email address to send proposals to on page 3, I.A.3. (All other sections have the correct email contact - michelle.spina@ct.gov, as corrected below.)

I. GENERAL INFORMATION

A. INTRODUCTION

1. **RFP Name: FY 2023 Employment Recruitment Web-Based Platform**
2. **RFP Number – #1**
3. **RFP Summary –** The State of Connecticut, Department of Developmental Services (DDS) is seeking proposals from businesses to develop and maintain a web-based employment recruitment platform to assist individuals with intellectual disabilities and their family members/sponsoring people to recruit and hire direct care support staff.

DDS is seeking proposals from interested parties to develop, operate, and maintain a secure website to advertise employment opportunities and recruit direct care support staff to provide supports to individuals with intellectual disabilities. The successful proposer will be required to:

- develop an employment platform that is customer friendly and easy to use
- provide training and customer service in different modalities to assist individuals and their families/support people to successfully navigate the platform.
- develop and execute marketing strategies to increase the traffic on the website for available direct care professionals and the individuals and families looking for staff,
- recruit experienced staff who specialize in working with individuals with intellectual disabilities and/or developmental disabilities (ID/DD) and the individuals and their families,
- collaborate and partner with state employment programs to expand the pool of applicants
- develop and maintain a reporting tool for the state to monitor various metrics on traffic usage, work opportunities advertised by the individuals and their family/support people, available direct care professionals and successful hiring matches.

The due date for proposals is 4:00 p.m. on **July 21, 2022**. Proposals must be received in the required format by email at michelle.spina@ct.gov not later than the deadline. Late submissions will not be accepted.

DDS is authorized in accordance with Section 17a-210 of the Connecticut General Statutes. The requested services will be awarded through a competitive procurement process and funded by State dollars.

4. **Commodity Codes.** The services that the Department wishes to procure through this RFP are as follows:
 - 1000: Healthcare Services

The commodity codes are used when posting the RFP on the State Contracting Portal.