

QUESTIONS AND ANSWERS

2014 IRTS IOS 50 Beds

Questions? Email us anytime at dcfaskrfp@dcf.state.nj.us

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- 1. Please confirm whether a current, licensed IRTS site meets the RFP's specifications regarding a freestanding, non-institutional setting in the community. *"Consideration will be extended for existing programs to keep the existing configuration of current contracted beds."***

For each submission, whether an existing program or a program to be developed, the quality of the proposal will be weighed in accordance with the requirements of the RFP.

- 2. Please provide clarification of licensing/supervision requirements for Clinician. In RFP, on-site supervision if not independently licensed is required; does this mean at the home specifically or as part of the program?**

For any clinician not licensed to practice independently in New Jersey, supervision is required specifically on site at the home.

- 3. The RFP states proposals shall be accepted for up to 2 bids from one provider. Does this mean each provider can be awarded up to 2 homes, or each provider can only propose for up to 2 homes? Along the same lines, do agencies need to submit separate proposals for separate counties and/or separate regions of the same population; i.e. if we are proposing for population #1 in Sussex & Burlington counties, do we need to submit two separate proposals or just one and specify which counties/regions we are proposing for?**

Applicants may apply for more than two homes; however, as stated in the RFP, applicants can only be **awarded** up to two homes whether they are in the same region or separate regions. Separate proposals for each home applied for are required.

4. Is a sprinkler system required in the home?

The New Jersey Uniform Fire Code (NJUFC) / New Jersey Uniform Construction Code (NJUCC), as referenced by N.J.A.C. 10:128 do not require a sprinkler system in a 5-bed home unless the home is equipped with delayed egress doors. If the home is equipped with delayed egress doors, an automatic sprinkler system or an automatic smoke/heat detection system must be installed.

5. How many of the 5 bedrooms need to be handicap accessible?

None. This RFP does not require that any of the 5 bedrooms be handicap accessible. If you propose a configuration to accommodate handicapped individuals your organization will need to comply with current building code requirements, any applicable regulations and licensing requirements.

6. What are the mechanisms for reimbursement if a youth surpasses the 14 day limit in the hospital?

There is no reimbursement beyond 14 days.

7. Are newly formed for-profit organizations eligible to apply?

Yes. The applicant must demonstrate the required experience in terms of staffing.

8. What should we submit if the new for-profit organization does not have Audited Financial Statements available?

The evaluation team needs to have an assurance that the newly formed organization is sufficiently capitalized to provide these services. Any information that relates to this should be provided in this section. Please provide in lieu of the audited financials a proposed funding plan for your new organization or your business plan.

9. Does a for-profit organization need to have a governing body? How many members must it have?

Yes. In accordance with N.J.A.C. 10:128-3.4, each for profit and not for profit organization is required to have a governing board. Governing board size is not mandated but the operational requirements are as follows:

- (a) Every agency, group home and supervised transitional living home shall develop a governing board that offers advice and counsel to the home on its policies, staff recruitment and selection, physical environment, and program activities. Such a committee shall include representatives from the civic, business or educational community.
- (b) The governing board shall establish policies that encourage and enhance community relations, such as having the home sponsor an open house.
- (c) The director of the home shall ensure that community activities have been scheduled or completed and provide updates on community involvement to the governing board on a quarterly basis.
- (d) The governing board shall meet at least quarterly. The home shall keep on file a list of current membership of the governing board and a record of its meetings.

10. Must an applicant have space secured at the time of application?

No. The RFP requires that the home be operational within 120 days of award. Applicants are strongly encouraged to identify an area of location with the proposal.

11. Does the licensure requirement apply to the organization as a whole or the employees providing clinical services?

The home must be licensed in accordance with N.J.A.C. 10:128. Any employee providing clinical services must be licensed in accordance with the requirements of their Licensing Board and demonstrate the education and experience required in this RFP.