



*State of New Jersey*  
**DEPARTMENT OF HEALTH**

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[www.nj.gov/health](http://www.nj.gov/health)

PHILIP D. MURPHY  
*Governor*

SHEILA Y. OLIVER  
*Lt. Governor*

JUDITH M. PERSICILLI, RN, BSN, MA  
*Acting Commissioner*

November 18, 2019

Samantha Heddendorf  
Quatra Management Services Inc.  
59 Onondago Trail  
Medford Lakes, NJ 08055

Dear Samantha Heddendorf:

The Department of Health (Department) received your application for a cultivation endorsement on August 21, 2019 to operate an Alternative Treatment Center (ATC) pursuant to N.J.S.A. 24:6I-1 et seq.

On July 1, 2019, the Department of Health (Department) posted a Request for Applications (RFA) to operate up to twenty-four Alternative Treatment Centers (ATCs), with up to eight in each of the Northern and Central Regions, up to seven in the Southern Region, and one “at-large” for which the region would be determined at the time of award. The RFA was for up to fifteen dispensaries, five cultivation sites, and four Vertically Integrated ATCs (dispensing, cultivation and manufacturing).

Applications for a cultivation endorsement were due to the Department no later than August 22, 2019 at 3:00 PM. Applicants had the choice of whether to submit the application online and only submit signed cover-sheets and checks in person, or to submit the whole application in paper form.

The Department received 196 applications. An initial completeness review of all 196 received applications was conducted by the Department and applications found to be complete were released to the Selection Committee beginning on September 25, 2018 for review and evaluation.

During the completeness review, the following application submitted was found to be incomplete:

Applicant Name: Quatra Management Services Inc.

Application Control Number: 19-0151

Region: South

Specifically, the application was missing Part B, as well as the following mandatory document(s):

- Evidence that the business entity is in good standing with the New Jersey Department of the Treasury.
- Written verification of the approval of the community or governing body of the municipality in which the alternative treatment center is or will be located.
- Evidence of compliance with local codes and ordinances, including but not limited to distances from schools.
- Floor plans of the proposed ATC.
- Evidence that all principals, directors, board members, owners and employees will cooperate with a criminal history record background check, pursuant to N.J.A.C. 8:64-7.2:
  - One or more Personal History Disclosure was not signed or otherwise completed.

Accordingly, the listed application was not released to the selection committee and has been disqualified for being non-responsive to one or more mandatory requirements. As stated in the RFA, failure to comply with the mandatory requirements for the application would result in disqualification from the selection process.

You have the right to appeal this decision to the Superior Court of New Jersey, Appellate Division, within 45 days of the date of this letter in accordance with the Rules Governing the Courts of the State of New Jersey. All appeals should be directed to:

Superior Court of New Jersey  
Appellate Division  
Attn: Court Clerk  
PO Box 006  
Trenton, NJ 08625

Pursuant to N.J.A.C. 8:64-6.5 and the terms of the RFA, your checks for \$18,000 will be destroyed. Thank you for the interest in operating an ATC.

Respectfully,



Judith Persichilli  
Acting Commissioner