

## **FIRST POSTED QUESTIONS AND ANSWERS**

### **2020 RFP-CSOC Specialty (SPEC) Out-of-Home Treatment Services**

Questions? Email us anytime at [dcf.askrfp@dcf.nj.gov](mailto:dcf.askrfp@dcf.nj.gov)

Phone number and contact

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Deliver proposal to: 50 East State Street, 3rd Floor, Trenton NJ

- 1. If you have a pre-existing Specialty Bed Program and are applying for the RFP, could the 5 beds be add-ons to the original contract, or do we have to open an entirely separate program? The 5 beds would be in a completely different space.**

Yes, the Department of Children and Families will consider applications to expand pre-existing Specialty Bed Programs, adding the five-beds to the original contract, if the youth are in a completely different space and the agency can demonstrate the following components in the proposal:

- The Program Director and Direct Care staff must be dedicated to the additional 5 beds in its separate space. Making an existing 5 bed facility into a 10-bed stand-alone facility would not be acceptable.
- Service delivery models must ensure that youth have a stable, predictable, familiar, consistent, and nurturing treatment experience. Applicants may demonstrate adherence to these principles in their program description and descriptions of staffing patterns, including strategies to recruit, train, and retain staff (particularly milieu staff), site design, and approach to ensuring frequent family involvement.
- Building and fire codes, along with the home's capacity per the DCF's regulations, must align with the program's ability to expand or add on to an existing program.
- Program deliverables must be met for all youth as stipulated in the Request for Proposal.

- 2. Is the program able to build into the budget the capital costs of the renovations to the existing space to meet licensing standards?**

Please see the RFP section IV Budget page 43. The section does indicate that start-up costs are allowable subject to the terms in the RFP. The RFP states: "Applicants requesting one-time operational startup costs must include a detailed summary of and justification with the completed budget proposal. CSOC intends to purchase as much direct clinical care service as funding allows. CSOC acknowledges that there may be organizations with sound clinical care models that may not have the fiscal resources to incur all related costs. CSOC would be amenable to modest participation in "facility renovations" costs and will permit reasonable start-up under the following conditions:

- The need must be fully presented and explained.
- Costs may not exceed 5% of the award; Up to \$39,237.50 (base rate) or \$40,606.25 (accredited rate) per 5 bed programs.
- All start-up costs are subject to contract negotiations. Start-up cost funds will be released upon execution of finalized contract and are paid via Schedule of Estimated Claims (SEC).
- Start-up costs must be delineated on separate column in the proposed Annex B Budget and be described in the Budget Narrative, attached as an Appendix."

- 3. I'm reaching out from XXX to request an extension to the Q&A period for the Specialized Residential RFP. We only found out about the RFP this week and haven't been able to compile the appropriate questions. Please let me know if this is possible.**

Yes Our website has posted an extension of the QA period to August 4, 2020. A Second Question and Answer will be posted after new questions are received before August 4, 2020.

- 4. Can this RFP proposal be extended beyond the deadline of August 2020?**

Yes, we understand there are difficulties at this time- the due date has been extended to September 23, 2020.

- 5. How often are RFP proposals sent out?**

There is no set schedule on the issuing of future RFPs.

Our procurements for services like those you describe are typically done through a competitive process and are publicly posted on our website at: <https://nj.gov/dcf/providers/notices/requests/>

If you would like to be included on an email announcing Requests for Proposals/Request for Qualifications, sign up for notifications at:  
<https://lp.constantcontact.com/su/7SbnfjG/NJDCF>

If these services are needed in the future, you would receive a notice and an opportunity to bid.