

**NJ Department of Human Services (DHS)
 Division of Mental Health and Addiction Services (DMHAS)
 Contingency Management and Other Strategies for the Treatment of Stimulant Use Disorders
 Request for Proposals (RFP)
 Questions and Answers
 March 23, 2022**

Q	Bidder Question	DMHAS Answer	RFP Section	Pg. #
1.	The RFP states, "If the client doesn't achieve the target behavior when assessed, the value of the incentive will reset to the initial value." Does this mean it resets to \$75 per client if the client misses a single targeted behavior (i.e., a client tests positive for a stimulant or fails to participate in one or more program component? Can you clarify?	No, \$75 is the maximum incentive a client can receive. At the orientation session, clients should be given a \$5 gift card. You might plan an escalating schedule of vouchers with the balance of \$70, e.g., providing a \$5 voucher for each stimulant-free sample until three consecutive negative samples are given, and at that time, the value of the incentive voucher increases to \$10 per sample; if a drug positive sample is given, the value "resets" to the earlier lower value.	I. Purpose and Intent	7
2.	Does the applicant need to be a licensed facility, or are non-licensed entities with licensed providers (e.g. physician office) eligible to apply?	Bidders must have a license from the NJ Department of Health (DOH) Division of Certificate of Need and Licensing (CN&L) to provide substance use disorder (SUD) treatment in NJ.	III. Who Can Apply	8
3.	Is this RFP intended for outpatient/IOP programs only?	No.	III. Who Can Apply	8
4.	What are the expectations for staff/contractor credentials in the areas other than traditional treatment?	<p>Please see "Who Can Apply" section of the RFP for bidder eligibility requirements.</p> <p>Per page 12 of the RFP; "All treatment staff must be provided with adequate supervision and possess any federal and/or state credentials and licenses required to perform these functions."</p> <p>Per page 15 of the RFP: "Bidders must determine staff structure to satisfy the contract requirements. Bidders should describe the proposed staffing structure and identify how</p>	<p>III. Who Can Apply</p> <p>IV. Contract Scope of Work</p> <p>VII. Proposal Content</p>	<p>8</p> <p>12</p> <p>15 - 16</p>

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		<p>many staff will be hired to meet the needs of the program.”</p> <p>Furthermore, per page 15 – 16 of the RFP: In their proposals, bidders will need to: “1. Describe the composition and skill set of the proposed treatment team and care managers, including staff qualifications.</p> <p>6. Provide copies of job descriptions– limited to two (2) pages each – for proposed staff.”</p>		
5.	<p>Frequent substance testing that is hard to cheat and provides rapid results is critical to successful CM implementation. The RFP only mentions urine substance testing, which is easy to cheat (unless witnessed) and provides no telehealth option.</p> <p>Would DMHAS accept CM implementations that utilize FDA 510(k)-cleared multi-panel saliva tests (covering stimulants, cocaine, and methamphetamine) performed over video, as a complement to traditional in-person urine testing?</p>	<p>Although urine drug screen is specially listed in the RFP, bidders who are interested in other areas of testing, may include those tests in their proposals – specifically in the answer to question #10 under Project Description.</p>	<p>IV. Contract Scope of Work</p> <p>VII. Proposal Content</p>	<p>9</p> <p>15</p>
6.	<p>Does the applicant need to already be enrolled with NJ Medicaid and set up to bill Medicaid, or can it be in the process of applying?</p>	<p>A bidder must be enrolled, or in the process of enrolling to be considered eligible.</p> <p>Per the page 9 of the RFP, contractee shall: “B. Bill Medicaid, Medicare and private insurance for billable services for qualifying clients.”</p>	<p>IV. Contract Scope of Work</p>	<p>9</p>

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		Per Page 7 of the RFP, bidder must provide: "Written assurance that if the bidder receives an award pursuant to this RFP, it will pursue all available sources of revenue and support upon award and in future contracts, including agreement to obtain approval as a Medicaid-eligible provider."	VII. Proposal Content	17
7.	Are clients who are paid for by Medicaid, DCF contracts and other NJ Fee For Service networks eligible for the incentives?	Yes, if they have a stimulant use disorder and are at least 18 years old. However, the provider should bill those payors first for basic treatment services that are covered. The income received for those clients must be reported to DMHAS.	IV. Contract Scope of Work	
8.	The program is intended to operate independently of other OP/IOP clients, correct?	This is an independent program. Please see "Contract Scope of Work" section of the RFP for program requirements. This program is intended for clients with stimulant use disorder. Per page 8 of the RFP, program: "Participants must have a stimulant use disorder, be at least 18 years old, and have an interest in participating in this pilot program."	IV. Contract Scope of Work	
9.	Can we combine two sites in different counties in our program plan? (e.g., 50 patients at each site)	Yes .	IV. Contract Scope of Work	9
10.	Is the count of 100 clients served from across all of our Levels of Care?	Yes, the count may be from across all Levels of Care.	IV. Contract Scope of Work	9
11.	If we anticipate a client count under 100, are we still eligible to apply for this grant?	Per page 9 of the RFP, programs shall: "D. Serve a minimum of 100 clients per year."	IV. Contract Scope of Work	9

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12.	If a non-cash/gift card incentive is available through funding from other means, (i.e., goods or services donated from community partners), does the value of those goods or services count towards the value of the \$75 incentive received by the client?	Yes, if it is part of the Contingency Management protocol. The Substance Abuse and Mental Health Services Administration (SAMHSA) limits the value to \$75.	IV. Contract Scope of Work	9
13.	Are there limitations on the CM protocols non-cash incentives? Could funds be used to pay bills such as a cell phone, critical utility, or other debt that if not paid would lead to an instability (i.e., housing) that might hinder or derail treatment and/or motivation to receive treatment?	Money cannot be provided to the client. The maximum value is \$75 for all the incentives you plan to use. Incentives are not intended to pay debts.	IV. Contract Scope of Work	9
14.	We understand that grantees are required to respond to data requests from DMHAS and its evaluator, participate in data collection and facilitating consumer satisfaction questionnaires.	<p>Per page 10 of the RFP: "The awardee will be required to comply with the DMHAS' program evaluation by responding to data requests from DMHAS and its evaluator, participating in the data collection system to be developed for this program, facilitating completion of consumer satisfaction questionnaires developed by DMHAS and any other monitoring activities. When requested, the awardee will document units of service delivered using data collection forms developed by DMHAS."</p> <p>Per page 15 of the RFP, bidder shall: "2. Provide assurance that the bidder will complete the data collection tool developed by DMHAS and cooperate with DMHAS contracted evaluator."</p>	<p>IV. Contract Scope of Work</p> <p>VII. Proposal Content</p>	<p>10</p> <p>15</p>

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15.	Please confirm the forms of allowable incentives. When you reference stipend in the RFP, is that cash stipend? Can the incentive be in any form, including gift cards? When the RFP references a VISA gift card, can it be any gift card?	Cash stipend is not an allowable incentive for this program. Please disregard the language regarding stipend on page 11 of the RFP. A \$25 incentive may be offered for completion of the 6-month follow-up interview and a separate \$25 incentive may be offered for completion of the program evaluation. Please note that any incentives given for data collection must be in the form of a generic gift card (i.e. Visa, Mastercard) that can be used anywhere. Specific bank gift cards are acceptable as a “generic” gift card, because such cards allow the recipient to purchase items from any retailer. For this program, bidders may budget up to \$25 for completion of the GPRA 6-month follow-up interview and \$25 for completion of the program evaluation. These incentives are in addition to the \$75 for contingency management.	IV. Contract Scope of Work	11
16.	On page 12 of the RFP, the budget requirements for the incentives indicate the following: <i>“The bidder must include the \$75 incentive, \$25 for completing the program evaluation and \$25 for completing the required 6-month GPRA follow-up”</i> . However, on page 11 of the RFP, the 6-month GPRA follow-up incentive is listed as \$30. Can you please confirm which amount for the GPRA follow-up interview is correct?	For this program, \$25 is the maximum allowed for completion of the program evaluation and \$25 is also the maximum allowed for the GPRA 6-month follow-up interview.	IV. Contract Scope of Work	11 - 12

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17.	Is the \$25 or \$30 6-month GPRA follow-up interview part of the \$75 incentive allowance per client, or is it in addition to the \$75 incentive max? Please confirm if the 6-month GPRA follow-up interview is \$25 or \$30?	<p>No, it is not part of the \$75 incentive allowance.</p> <p>Page 12 of the RFP states, “the bidder must include the \$75 incentive, \$25 for completing the program evaluation and \$25 for completing the required 6-month GPRA follow-up.” Hence, the GPRA incentive as well as the incentive to complete the program evaluation are in addition to the \$75 incentive max.</p> <p>The allowable GPRA follow-up is \$25. Please ignore the discrepant value mentioned.</p>	IV. Contract Scope of Work	11 - 12
18.	How are the \$75 incentive payments and \$25 completion payments funded - does this come out of the \$400,000 grant?	Yes.	IV. Contract Scope of Work	12
19.	Is transcranial magnetic stimulation a permissible expense under this RFP?	No. That is a procedure primarily to treat chronic depression.	IV. Contract Scope of Work	12
20.	Can transportation be included in the budget?	<p>Per page 12 of the RFP: “Funds can be utilized for startup and include but are not limited to: electronics including computer and phone and ongoing data plan. Other allowable expenses include but are not limited to, expenses to cover the costs of recruiting staff.”</p> <p>Transportation may be an allowable expense.</p> <p>Per page 16 -17 of the RFP: “The budget should be reasonable and reflect the scope of responsibilities required to accomplish the goals of this project. All costs associated with</p>	<p>IV. Contract Scope of Work</p> <p>VII. Proposal Content</p>	<p>12</p> <p>16 - 17</p>

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		the completion of the project must be delineated and the budget notes must clearly articulate budget items including a description of miscellaneous expenses and other costs.”		
21.	Is there a cap on the G&A rate that is permissible?	The cap on the G&A rate for this RFP shall be 10%.	VII. Proposal Content	17
22.	Will applications with non-audited compiled financial statements be considered?	No, we will require a current audited financial statements with each RFP response.	VII. Proposal Content	18