

## QUESTIONS AND ANSWERS

### 2016 Essex County Domestic Violence Residential & Non-Residential Services

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

Phone number and contact

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

- 1. We are very interested in submitting a proposal for this RFP. Can we please have at least 2 more weeks for this Essex RFP?**

Please be advised that DCF has determined to extend the timeframe for bids due until June 8, 2016 at 12:00 PM.

- 2. Is the 180 day start-up requirement just for shelter services or for all services?**

We understand that the ramp-up for this program will be intense, but we envisioned that the 180 day time-frame is for all services. We expect that the agency will explain their anticipated time-line in their proposal.

- 3. On page 16 of the RFP, there is discussion of supportive counseling for non-residential services. How are outpatient clients factored into this LOS? Is it bed-based?**

This is an opportunity for the agency to determine how they will pre-determine this LOS. It is not exclusive to residential clients. It is not bed-based; it is based on staffing and applies to both residential and non-residential clients.

**4. Are there any limitations on what an agency can use accruals for?**

Some examples of acceptable uses for accruals would be minor renovations to an existing structure, transportation expenses, etc.

**5. Would updating a bathroom, installing a security system, purchasing kitchen appliances or renovating a kitchen be example of minor renovations?**

Yes. We mean making changes to an already existing structure.

**6. On page 16 of the RFP it states that there is an expectation of 1,040 counseling hours for this LOS. Can you provide clarification?**

We mean that the agency must have staffing levels that can provide 1,040 counseling hours. This does not mean that this is the number of hours that will ultimately be provided to clients, as clients are not mandated to participate in counseling.

**7. How do you measure group counseling hours?**

One hour for one hour of group counseling.

**8. Can an agency sub-contract non-residential services?**

Yes.

**9. Can you provide a copy of an acceptable time-sheet and instructions for completing this requirement?**

Yes, it will be posted with the Q and A.