

FORENSIC EVALUATION SERVICES BY PSYCHOLOGISTS

Questions and Answers

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

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Deliver proposal to:

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- 1. On page 14, with regard to the proposal cover sheet, I do not know how to answer the question regarding total dollar amount requested, as that would vary depending on DCP&P's need for evaluations. How should I complete that part of the cover sheet?**

You are correct. This is not applicable.

- 2. Also on page 14, what would be the funding period? I understand that you are accepting applications on a rolling basis until February 28th, but I do not know when I would get a response so that I can complete that section.**

Once an award is made, DCF will negotiate with the agency for an actual start date. Contracts are generally written to coincide with the agency's fiscal year. You can leave this portion blank.

- 3. Also on page 14, with regard to Appendix #7 asking for all forms related to Executive Order 117, should I attach all forms mentioned in the letter forms, MacBride Principles Form, Affirmative Action Supplement, Source Disclosure Certification**

Form, etc.)? Also, if I have already submitted these forms to the state for a contract with the Office of the Law Guardian, should I resubmit them with this RFP?

The Executive Order 117 form is not appropriate for this RFQ.

If you are not a non-profit organization, you must submit the Certification and Disclosure Forms in accordance with PL 2005, c.51 ("Chapter 51").

- 4. In the Bidders' Frequently Asked Questions (FAQ), it mentions that start-up costs should be mentioned in the proposal; however, this is not mentioned in the RFQ. Do I need to include information about start-up costs and a budget in my application?**

There are no start-up costs available. Any contracts awarded will be paid via fee for service.

- 5. On the DCF/Providers/Notices website section addressing training and technical assistance information, the PowerPoint presentation mentions letters of support, although the RFQ does not. Should I include any letters of support from workers or supervisors with whom I have worked to attest to my demonstrated capacity to conduct these evaluations?**

No, do not include letters of support.

- 6. Could you let me know if evaluations must be performed by a licensed psychologist (Ph.D.)? Would you accept an evaluation performed by a trained LPC or LCSW? What about an LAC or an LSW?**

CP&P requires licensed individuals with education, training and expertise consistent with the guidelines to conduct evaluations.

- 7. Is this RFQ only open to licensed psychologists?**

Yes.

- 8. Are exempt nonprofits that employ evaluators under the license of a psychologist (referencing N.J.S.A. 13:42-1.3) eligible to apply? If so, under what conditions?**

Exempt nonprofits are eligible to apply. CP&P requires licensed individuals with education, training and expertise consistent with the guidelines to conduct evaluations.

9. Do psychologists with current DCF contracts need to respond to the RFQ to continue providing evaluative services?

No. Psychologists employed by agencies that contract with DCF to do forensic evaluations and psychologists with individual provider agreements to do forensic evaluations do not need to respond to the RFQ.

10. What is the time frame of the contract services? i.e. 1 year, 2 year

Applicants whose proposals are approved will be awarded a DCF contract for services with a contract term date determined by DCF. Contracts are generally written to coincide with the agency's fiscal year. Contract renewals shall depend upon funding availability and performance of the grantee.

11. Is the contract designated to servicing youth throughout the State of New Jersey or can the agency specify regions to services youth? i.e Southern New Jersey.

DCF is seeking to qualify vendors to provide forensic evaluation services throughout the State. Applicants should advise as to which geographic location(s) that they are available to serve.