



RFQ QUESTIONS AND ANSWERS

2025 RFQ for providers of *Summer Camp and Alternative Recreational Services (ARS)* for Youth with Developmental Disabilities served by the Children's System of Care (CSOC)

and

2025 RFQ for providers of Summer Camp and ARS to offer *One-to-One Support Services* to Youth with Developmental Disabilities served by CSOC

Written questions related to the content of these RFQs were due on **Wednesday, February 5, 2025**.

A non-mandatory conference was held on **Thursday, January 30, 2025**

Written technical questions about forms, documents, and format may be emailed at any time up to the due date to dcf.askrfp@dcf.nj.gov.

All responses must be submitted ONLINE.

To submit online, respondent must **first** complete and submit an Authorized Representative (AOR) registration form: AOR Registration Form

AOR registration forms must be received by **Wednesday, February 19, 2025**.

Click here to access the AOR Form.

If you are responding for both RFQs, you must first submit two separate AOR registration forms and then two separate responses.

All responses must be received by **Wednesday, February 26, 2025** (by 12:00 NOON)

QUESTIONS

Q. We currently serve adult artists with developmental disabilities through an art program, and we are in the process of creating a new program for children with developmental disabilities, where they are able to receive arts and music education, coupled with traditional and non-traditional forms of therapy such as art, music, and play therapy.

Considering our program has not yet been implemented yet, but is in the process of being created, is our program still eligible to apply for this RCF?

A. As per the 2025 CSOC Summer Camp RFQ, providers must be ready to provide authorized services within thirty (30) days of the authorized start date. The authorization start date for the 2025 summer camp season is 06/09/2025. Interested providers may apply to the currently posted Summer Camp RFQ, if they are able to meet the requirement.

Q. What is the difference between getting a Unique Entity (UEI) and registering your entity? For the UEI, do we need to register or just apply for a number?

A. This is a two-step process, first you must apply for a UEI number at sam.gov and once you have the UEI number then you must register it, also at sam.gov. This process may take about two weeks. If you plan on submitting to this RFQ you should start this process now. If there is a delay in getting the UEI number or the status, please let us know.

Q. I have registered for a UEI. Do we also have to register on sam.gov?

A. Yes, Once you received the UEI number you will need to register in SAMs. This process may take about two weeks.

Q. Can a child receive more than one service in a summer? E.g., overnight camp and 10 days of traditional camp?

A. No, youth can only receive one summer camp service per summer camp season. They can choose between 6 nights of overnight camp, 10 days of traditional day camp, or 20 Alternative Recreational Sessions (ARS) per summer camp season. The only exception to this is the ARS Hybrid option where families can choose to receive 10 ARS sessions and 5 traditional camp days.

Q. Can ARS be provided in different places in the community or is it only onsite at the program site? For example, can we do a session at the park, library, etc.?

A. Yes, ARS can be provided in different places/sites in the community. Typically, the agency would have one program site, e.g., the primary camp site approved by the Department of Health, where most of the camp programming would occur. The camp can choose to take youth to different locations in the community if approved by the location the camp will be visiting and with notification to the families.

Q. Does the Signature Statement page need to be handwritten or can it be typed?

A. The signature statement page can be signed electronically or by hand. You may use a signature font if you put your name on the document and submit the document with your response.

Q. I am reaching out because we are confused about the summer camp rate for under 21 youths for Summer 2025 day camp. We noticed in the letter we received via email and on the RFQ that the daily rate for day camp is \$128.57, can you please clarify if this is correct for the daily rate?

A. Yes, that is the correct rate. The rate was increased for the 2025 summer camp season.

Q. One of the requirements for the RFQ is the New Jersey Department of Health youth camp safety certificate, where can that be found?

A. New Jersey Department of Health (DOH) Youth Camp Safety Certificate Information:
<https://www.nj.gov/health/ceohs/phfpp/youthcamps/operators/index.shtml>

Q. We are responding to a DCF RFQ for the first time. Is there technical guidance available on the general application process?

A. Yes. Please email DCF.ASKRFP@dcf.nj.gov with all technical questions and your contact information and someone will get back to you by email or phone.