

NJ Department of Human Services (DHS)
Division of Mental Health and Addiction Services (DMHAS)
Temporary Shelter Housing Services for Adults Who Use Substances
Request for Proposals (RFP)
Questions and Answers
November 4, 2024

Q	Bidder Question	DMHAS Answer	RFP Section	Pg. #
1.	The RFP states the full funding is \$2,737,500 for the year and the per bed rate for the year is \$18,250, but is there a cap on the budget total?	A minimum of 10 shelter beds will be awarded and a maximum of 150 shelter beds state wide according to the priorities outlined in the RFP. Each shelter bed will receive \$18,250 per year.	I. Purpose and Intent	3
2.	Do you know if the ten beds required are only paid for when occupied?	These shelter beds will be dedicated to DMHAS for use through this initiative and must be available for only this use and is paid for at a rate of \$18,250 per year.	I. Purpose and Intent	3
3.	Regarding the cities of priority, if a shelter is located equal distance between 2 of the cities listed, will this be considered a priority as well?	No, the priority is for shelter beds located in the cities listed.	I. Purpose and Intent	3
4.	Can participants be expected to self-pay for services like food and clothing, or is the \$50 per day all-inclusive?	DMHAS funding is \$50 per day for each shelter bed. Individuals will also be eligible for case management services to help obtain additional resources.	I. Purpose and Intent IV. Contract Scope of Work	3 6
5.	Is there an anticipated start date of this contract?	It is anticipated that the start date is no later than 90 days after the contract is awarded.	IV. Contract Scope of Work	7
6.	Since the data sets in the RFP start at age 12 will the successful bidder have to have provisions to serve individuals that young or can they start at 19 or 24?	This RFP is for shelter beds for those 18 and over.	II. Background and Population to be Served	5

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7.	How do we receive referrals for individuals who need temporary housing being discharged from residential, inpatient, or ambulatory SUD treatment and individuals with a history of SUD who may be or have become homeless?	Shelters are expected to communicate bed availability to residential, inpatient, case management or ambulatory SUD providers.	IV. Contract Scope of Work	7
8.	How are the referrals supposed to be tracked? Through HMIS?	The successful bidders will be required to comply with DMHAS' program evaluation by responding to data requests from DMHAS' evaluator, participating in the data collection system and tools to be developed for this program. HMIS is not a requirement for this initiative.	IV. Contract Scope of Work	9
9.	What are the qualifications for the referred individuals?	This RFP is based on a housing continuum for individuals with an SUD or SUD with a co-occurring mental illness or those taking legitimately prescribed medications for the treatment of aforementioned conditions.	I. Purpose and Intent	3
10.	How soon after award does an Affiliation Agreement have to be executed with the CM Agency(ies)?	This will be discussed at contract negotiations.	IV. Contract Scope of Work	7
11.	Does the provision of Case Management services by a DMHAS agency mean we cannot provide these services in-house?	Shelters are welcome to provide services within their structure, however, the affiliated case management services are awarded and funded through a separate RFP.	IV. Contract Scope of Work	7

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12.	Is there any stipulation that another community partner has to complete the referral or if we are a shelter we can internally refer clients to this program?	Please refer to the priorities identified in the RFP.	IV. Contract Scope of Work	7
13.	Can individuals access additional support services, such as housing subsidies and Oxford Housing, while in the shelter	Yes, additional support services may be accessed through affiliated case management and/or other means.	IV. Contract Scope of Work	7
14.	Are we permitted to provide IOP or PHP services to individuals in temporary shelter housing?	Yes, individual may be referred to licensed IOP or PHP services.	IV. Contract Scope of Work	7
15.	Is an identified location required at the time of application, or can it be secured post-award within the 90-day window?	No, the location must be identified in the proposal. The bidder must be licensed by the Department of Community Affairs (DCA) as a Class I - Adult Individuals 24 hour a day Emergency Shelter for the Homeless, N.J.A.C. 5:15 prior to the start of services.	III. Who Can Apply	6
16.	Will the floor have to be staffed 24/7 even when no one is on the floor or is it allowable that when someone needs to be on the floor a staff can be assigned at that time?	Shelters must comply with N.J.A.C. 5:15 Class I Department of Community Affairs (DCA) regulations.	IV. Contract Scope of Work	7
17.	Is there a minimum credential required for staff on the floor?	Shelters must comply with N.J.A.C. 5:15 Class I Department of Community Affairs (DCA) regulations.	IV. Contract Scope of Work	7

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18.	Is there a minimum requirement for staff FTEs?	Shelters must comply with N.J.A.C. 5:15 Class I Department of Community Affairs (DCA) regulations.	IV. Contract Scope of Work	7