

NJ Department of Human Services (DHS)
Division of Mental Health and Addiction Services (DMHAS)
Expanded Hours for Substance Use Disorder Outpatient Programs
Request for Proposals (RFP)
Questions and Answers
August 23, 2022

Q	Bidder Question	DMHAS Answer	RFP Section	Pg. #
1	<p>The RFP States:</p> <p>These expanded services create access to treatment by removing traditional barriers such as service hours. DMHAS anticipates making up to ten (10) awards in the amount of \$200,000 for each award for one (1) year.</p> <p>Question - Is there any possibility that this funding will be recurring for more than 1 year? Or, is it strictly one-time start-up funding?</p>	Contracts are for one year, ending September 30, 2023.	I. Purpose and Intent	3
2	Must all of the funds be <u>spent</u> by 9/30/2023? or encumbered?, or can it include expenses incurred past 9/30/23?	Expenses funded with ARPA funds may be incurred past 9/30/23 since ARPA funds ends 9/30/25.	I. Purpose and Intent	3
3	We would like to apply for this grant but we noticed that is listed as "non-profit or government only". How would we go about applying for an exemption to this?	You cannot apply for an exemption to the bidders' eligibility requirements. To be eligible for consideration for this RFP, the bidder must satisfy the eligibility requirements listed in the RFP on page 4.	III. Who Can Apply	4
4	There is no mention of IOP services in RFP can we assume IOP is incorporated as part of the Outpatient Services?	Yes.	III. Who Can Apply	4
5	Can this grant apply to COD clients who initially enter services for MH issues but receive a dual diagnosis, or is it restricted to clients whose initial referral/diagnosis is SUD?	The bidder must be a SUD licensed treatment provider.	IV. Scope of Work	5
6	Current caseloads for treatment are reduced across the state. Will current caseloads be a	There is no reference to caseloads in the RFP.	Not in the RFP	

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	e. Are agencies without evening hours being prioritized?			
8.	Section IV, bullet one, (last two lines of RFP p.4) stipulates “Three (3) additional hours per day, a minimum of six (6) days per week...” This adds up to 18 hrs/wk. Our agency already offers extended hours (10:00 am till 8:00 pm) Mon-Thurs. Our clients’ needs for expanded hours are mostly for early mornings and Saturdays. Can we propose adding 2 hrs/day on weekdays plus 8 hrs on Saturday (for example), as long as the total expansion of hours equals 18 hrs/wk?	Your proposal should address your expansion concept as stated in the RFP.	IV. Contract Scope of Work	4 - 5
9.	If the provider is already offering extended weeknight hours, will the applicant be eligible for this funding if the additional hours are being added on the weekend?	Your proposal should address your expansion concept as stated in the RFP.	IV. Scope of Work	4
10.	Would it be allowable to add hours in early morning and late evening for telehealth only?	Your proposal should address your expansion concept as stated in the RFP.	IV. Scope of Work	4
11.	Can you clarify the structure of how the hours are to be delivered? Please verify the number of hours that need to be provided by this funding and any requirements of how and when these hours are delivered?	Your proposal should address your expansion concept as stated in the RFP.	IV. Scope of work	4
12.	Could you clarify if there is any flexibility in the services provided during the additional hours.	Your proposal should address your expansion concept as stated in the RFP.	IV. Scope of Work	4

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13.	<p>What is DMHAS' definition of extended hours?</p> <p>a. If an organization already offers extended hours, but the program has been unsuccessful due to staffing shortages, would this grant fund additional staffing to prevent shortening of hours?</p> <p>b. Are organizations that are already open into the late evening hours able to apply for funding to open earlier in the morning?</p> <p>c. Can an organization offer telehealth-only extended hours on some of the required six days per week?</p>	Your proposal should address your expansion concept as stated in the RFP.	IV. Scope of work	4
14.	<p>Would it be possible to take services to those who find office visits a barrier and also lack access to telehealth opportunities?</p> <p>Eg assuming privacy and other considerations, would counselor outreach and engagement in offsite locations be an allowable program expense?</p>	Your proposal should address your expansion concept as stated in the RFP.	IV. Scope of Work	4
15.	Must all the additional expanded hours be onsite/in person hours, or can they also include extended telehealth only hours of operation?	Your proposal should address your expansion concept as stated in the RFP.	IV. Scope of Work	4
16.	<p>For Agencies that provide substance use outpatient services at multiple sites in more than one county, can the expanded hours for substance use services include the following:</p> <p>a. Cumulative expanded hours (3 additional hours per day, 6 days per week) distributed</p>	Your proposal should address your expansion concept as stated in the RFP. If the bidder is interested in serving multiple counties, a proposal for each county needs to be submitted.	<p>I. Purpose of Intent</p> <p>IV. Scope of Work</p>	<p>3</p> <p>4</p>

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	among multiple sites within one county b. Cumulative expanded hours (3 additional hours per day, 6 days per week) distributed among multiple sites across different counties			
17.	Are sites with conditional licenses considered?	Please follow the direction on who can apply.	III. Who Can Apply	4
18.	On page 10 of the RFP, it states that “No more than one (1) award will be issued in a county”. Does this mean that if an agency is applying for expanded hours in more than one county in which it provides services, they should submit more than one application? Please clarify if proposed services must be restricted to a single county or if multiple applications are required if services are to be conducted in more than one county.	If the bidder is interested in serving multiple counties, a proposal for each county needs to be submitted.	VII. Required Proposal Content	10
19.	If an entity has more than one location in a county, can the additional hours be split between locations?	If the bidder is interested in serving multiple counties, a proposal for each county needs to be submitted.	VII. Required Proposal Content	10
20.	There are several mentions of data collection requirements. Is there a list of specific data/measures that is needed?	Please see RFP.	IV. Contract Scope of Work VII Proposal Content Data	6 12
21.	There is mention of a DMHAS data collection program being developed. Is this in place or still pending? And will DMHAS be providing training to providers on this data collection program?	Please see RFP.	IV. Contract Scope of Work	6

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			VII. Proposal content Data	12
22.	Clients who have been Administratively Discharged for Assault or Threatening Behavior cannot be refused?	Your proposal should address your expansion concept as stated in the RFP.	IV. Contract Scope of Work	5
23.	On Page 6 of the RFP, it states that the bidder will “Provide security to assure client and staff safety”. How does DMHAS define “security”? Are there minimum requirements to comply with this statement (i.e., video surveillance, security personnel, etc.).	Your proposal should address your expansion concept as stated in the RFP.	IV. Contract Scope of Work	6
24.	Please define what you mean by security – can this include front desk personnel? Enhanced Cameras and video monitoring installation costs?	Your proposal should address your concept as stated in the RFP.	IV. Contract Scope of Work VII Proposal Content	6 12
25.	What is DMHAS’ definition of security? What kind of security needs to be provided?	Your proposal should address your concept as stated in the RFP.	IV. Contract Scope of Work	6
26.	Can funds also be used for recruitment costs due to the ongoing staffing shortages nationwide?	Your proposal should address your expansion concept as stated in the RFP through your budget.	IV. Contract Scope of Work	6
27.	Can funding be used to hire support staff who are also providing direct services?	Your proposal should address your expansion concept as stated in the RFP through your budget.	IV. Contract Scope of Work	6
28.	Can these funds be used for major and/or minor renovations, or capital equipment purchases like a Van for client transportation?	No.		

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29.	Are Naloxone kits and training costs considered allowable expenses for coverage under the grant?	Your proposal should address your expansion concept as stated in the RFP through your budget.	IV. Contract Scope of Work	
30.	On Page 13 of the RFP, it indicates we can include one-time costs of up to \$100,000. Are there any descriptions of one-time cost that are allowable or costs that are excluded?	Please refer to the RFP budget section.	VII. Required Proposal Content	13
31.	Please define marketing and outreach – can this include social media and website enhancement and call center operations?	Your proposal should address your expansion concept as stated in the RFP.	IV. Scope of Work	4
32.	Will Medicaid services that are reimbursed during the expanded hours reduce the contract ceiling?	Your proposal should address your expansion concept as stated in the RFP through your budget. Program income must be reported as income on your Report of Expenditures (ROE). <i>Any</i> income (Medicaid or not), must <i>always</i> be reported as it would, reduce the contract ceiling/ expenses, and must always be used for this initiative.	IV. Scope of Work VII. Required Proposal Content Budget	4 12
33.	What financial reporting requirements exist for grant – will agencies who presently do not have cost reimbursement contracts with DMHAS and do not use CIMS, be required to use CIMS as the reporting tool for this grant?	Awarded agencies will be required to use the financial reporting system designated by DMHAS.	V. General Contracting Information	7