

**PUBLIC NOTICE**  
**Revised 2-8-13**

**HUMAN SERVICES**  
**DIVISION OF MENTAL HEALTH AND ADDICTION SERVICES**

**Notice of Availability of Grant Funds for Designated Screening Services (DSS) programs in Cape May, Middlesex and Morris Counties.**

**Take notice** that, in compliance with N.J.S.A. 52:14-34.4 and 34.6, the Division of Mental Health and Addiction Services (DMHAS) hereby announces the availability of the following grant program funds:

**Name of Program:**

Designated Screening Services (DSS)

**Purpose:**

The Division of Mental Health and Addiction Services (DMHAS) is seeking proposals that will permit the continued delivery of Designated Screening Services (DSS) in Cape May, Middlesex and Morris Counties. Designated Screening Services are designed to provide psychiatric screening and crisis stabilization services, 24 hours per day, 365 days per year for a defined geographic area.

**Amount of funding available:**

Based on the funding allocations for the existing providers, through the competitive bidding process DMHAS anticipates making annualized awards of: \$1,076,777 for an applicant proposing to serve Cape May County; \$2,655,930 for for an applicant proposing to serve Middlesex County; and \$2,866,821 for an applicant proposing to serve Morris County.

**Organizations that may apply:** In order to be eligible for consideration for this Request for Proposal, an applicant must be a corporation duly registered to conduct business within the State of New Jersey.

The applicant must demonstrate the ability to comply with all rules and regulations for any DMHAS program element of service proposed by the applicant.

The applicant must comply with the terms and conditions of the Department of Human Services' contracting rules and regulations as set forth in the DHS

Standard Language Document, the Contract Reimbursement Manual (CRM), and the Contract Policy and Information Manual (CPIM).

Any corporation, as noted above, which meets the qualifications of the Department of Human Services' Contract Policy and Information Manual, N.J.A.C. 10:3, may apply. A copy of this manual can be accessed from the webpage of the Office of Contract Policy and Management webpage at:

<http://www.state.nj.us/humanservices/ocpm/home/resources/>

Applicants may contact the Division of Mental Health and Addiction Services Contract Unit at 609-777-0628 with general questions about the requirements in these manuals.

**Procedure to apply:** Effective January 28, 2013 eligible and interested organizations may obtain a copy of the Request for Proposal at: <http://www.state.nj.us/humanservices/dmhs/info/notices.html> or by contacting Diana Gittens, Office of Treatment and Recovery Supports (609) 777- 0708 or at [Diana.Gittens@dhs.state.nj.us](mailto:Diana.Gittens@dhs.state.nj.us) Proposals must be submitted in accordance with requirements stipulated in the Request for Proposal.

**Mandatory Bidders' Conference:** A Mandatory Bidders' Conference will be conducted for interested applicants. All applicants intending to submit a proposal in response to this request must attend the mandatory Bidders' Conference on February 6, 2013. Information regarding the time and location of the bidder's conference may be found in the Request for Proposal. *Proposals submitted by an applicant not in attendance at the bidder's conference will not be considered.*

**Deadline by which all applications must be submitted:** Applications must be received by 4:00 P.M., March 6, 2013. Respondents must submit proposals electronically in PDF format. Additionally, one hard copy of the proposal with an original signature and six additional hard copies must be submitted to the attention of John Verney (see RFP for mailing address) no later than 4:00 pm, March 6, 2013. No format other than the PDF and one original signed hardcopy and six hard copies will be accepted for this RFP.

**Date by which applicants will be notified of preliminary decision to accept or reject proposal:**

Applicants will be notified no later than April 10, 2013.

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Jennifer Velez, Commissioner

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Date