

**Allegheny County
Department of Human Services
Request for Proposals Q&A**

RFP for Targeted Rental Assistance and Supportive Services to Reduce Homelessness in
Allegheny County

Office Hours, September 12, 2022

1. The RFP states that most funds should be used for rental assistance. Is there a percentage that you would like people to adhere to in terms of the split between personnel/operational costs and rental assistance?

We do not have a set percentage. We would like to see most of the funds be used for rental assistance, but of course, you will need to have staff to process applications in a timely manner, issue payments, and perform all the other services listed in the RFP.

2. Regarding the initial referral, the determination on who are the highest risk individuals is going to be made on the front end by the county, correct? Before the referral is made to an organization, will they already be identified?

Yes, we will send you referrals. It is your responsibility to determine their eligibility.

3. I know that a lot of American Rescue Plan Act (ARPA) funds are able to be expended over multiple years. Is that additional ARPA money able to be expended over more than one year?

Our intent is to enter into an Agreement with the Successful Proposer for an initial contract term of one year with the possibility to renew. We have some ARPA funds in the first year. We do not know if we are going to have additional ARPA funds beyond the first year. If ARPA funds are still available, we will extend them out. It is not our intention to bid this opportunity out every year.

4. Is an indirect/management fee allowable?

You should have a budget based on the staffing that you're going to need. We will consider all proposed costs for reasonableness and negotiate the final budget and terms with the Successful Proposer.

5. There is significant ambiguity related to the overall amount that the services solicited through the RFP would actually have access to for the first year or two of the contract. Is it \$3 million, \$8 million, \$13 million or somewhere in between?

There is ambiguity because we are not entirely sure of the amount of ARPA funds that will be available. Therefore, we have requested Proposers complete two budgets; the first is a \$3 million budget, which is an amount we can estimate would be available on an annual basis.

However, we do believe we will have additional ARPA funds. Therefore, the second budget is for \$10 million, which we feel is a safe estimate to budget if we do receive the additional funding.

6. Would there be options for collaborating organizations to contract directly with DHS if there are ethical or other conflict-related issues that would arise from contracting directly through the main applicant? Or would all funds have to go directly through the main applicant and then be dispersed via subcontracting only?

Yes, we would enter into the contract with one Successful Proposer as the lead entity. The Successful Proposer would then be responsible for paying out the necessary funds to their partners/subcontracted agencies.

7. Are the ARPA funds only dedicated to arrears?

The rental assistance funding for this RFP must be used for arrears. However, we are not seeking to provide only rental assistance. We want a program that recognizes that individuals require rental assistance and supportive services, and a program that provides greater rental sustainability for the participants served.

Please also refer to question one.

8. Is this RFP targeted towards program design or program implementation?

This RFP is targeted towards program implementation. Our hope is for the program to be up and running quickly. We do not want proposers to spend a year designing the service.

9. Would legal representation for tenants in the eviction proceedings, including mediation services for landlord/tenant disputes and outreach to the tenants facing eviction, be able to receive funding under this RFP? If not, what separate source(s) of funding or potential future RFP(s) would be more appropriate vehicle(s) for those services?

Yes, we are interested in supportive services. In your proposal, please describe and justify any supportive services you believe are critical to ensure that Participants that receive rental assistance do not become homeless and indicate which services will be budgeted. The agreed upon supportive services will be determined during contract negotiation with the Successful Proposer. We do currently directly fund legal representation for tenants.

Please also refer to question seven and question one.

10. If a renter is behind on a subsidy, would they be eligible for this funding or would they be ineligible? Would that be considered double dipping?

Yes, they would still be eligible if they are in a subsidized housing unit or have a housing voucher.

11. Do you have information about the documentation requirements for each of these funding sources?

Each of the funding sources that are in this proposal have different documentation requirements. Typically, the hardest ones to get are written documentation of incomes, leases, proof of residency, and those types of things. Additionally, there are other standard documentation requirements, such as state-issued IDs, proof of need, eviction notices or judgements, etc. You should plan your staffing accordingly to make sure you have enough people to secure those documents from the people that are referred to your program.

12. To clarify, this is not solely a rental assistance RFP? Is this an RFP that should encompass all eviction prevention strategy that we believe is necessary in the county? A rental assistance RFP in this range of funding is one thing, but then if you want mediation, you would need to build mediation into that \$3 to \$10 million in funding. If you want outreach to individuals with evictions, then you would need to build that into the \$10 million in funding. Am I understanding you correctly?

Please refer to question nine, seven and one.

13. What local partner organizations would you like the eventual contractor to be collaborating with? Are there specific organizations that you have in mind?

While we do not have a specific mechanism for building collaboration between prospective proposers, we certainly welcome collaboration and the sharing of contact information in this space for all who are interested.

Here are some community partners who have volunteered their contact information to discuss potential collaboration:

Willissae's Agency for Vision and Empowerment (WAVE)

Charlise Smith, Executive Director:

www.waveoflife.org

412-573-9217

Footbridge for Families

Kimberly Eckel

kimberlyeckel@afootbridge.org

RentHelpPGH

Abby Rae Lacombe

abbyrae.lacombe@renthelppgh.org

Goodwill of Southwestern PA

Lori Preston, Government Grant Writer and Contract Manager

lori.preston@goodwillswpa.org

412-897-4591

If you would like to be included in this list, please send your contact information to DHSProposals@AlleghenyCounty.US.

September 22, 2022

14. Does this RFP seek prevention services to be included in the budget and scope of work, or to simply be mentioned for collaboration beyond the funding provided here for rental assistance administration/delivery?

Please refer to question nine, seven and one.