

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

RFP for Community-Led and Community-Operated Informal Mental Health Supports

May 26, 2022

1. Is there a maximum amount of funding that an applicant can apply for this opportunity?

No, there is not a maximum amount of funding a Proposer may propose. On page 3, the RFP says, a “proposed Project can be either small or large in size and scope. DHS will consider all proposed budget requests for reasonableness and negotiate final budgets with Successful Proposers.”

2. Based on the plural form of organizations, is it safe to say there will be multiple grants awarded? And if so, can you say how many?

Yes, DHS anticipates awarding contracts to multiple organizations. On page 3, the RFP says there will be up to 10 Successful Proposers. It is unclear exactly how many Successful Proposers there will be because the number will depend on the quality of the Proposals received and the budgets of those Proposals.

June 7, 2022

3. How many contracts will be awarded?

As stated in the RFP, we anticipate awarding up to 10 contracts. The final number will depend on the quality and budgets associated with the proposals we receive.

4. Is there a budget cap?

As stated in the RFP, the combined funding budgeted by DHS for all Successful Proposers is approximately \$3,000,000. A proposed Project can be either small or large in size and scope. DHS will consider all proposed budget requests for reasonableness and negotiate final budgets with Successful Proposers.

5. Where would I find the costs that are unallowable/allowable? Uniform Guidance? Pennsylvania? Allegheny County?

DHS will consider all reasonable proposals and associated budgets. We anticipate using a combination of funding streams to support Successful Proposals depending on the nature of each

project. If successful proposals include expenses that are determined to be unallowable once a funding stream has been matched to a project, DHS will work with Successful Proposers to amend their budgets as needed.

6. Currently our program offers other programs in addition to mental health counseling and referral. We offer things like alternative therapies (yoga, meditation, conscious drum circle, acupuncture, etc. We also offer social activities (without including food as per Uniform Guidance). Would these types of activities be allowable under this grant?

DHS will consider all proposals for their alignment with the RFP's purpose, goals and prompts. If designed and articulated persuasively to align with the RFP's purpose, goals and prompts, we could envision alternative therapies and some social activities being reasonable methods of offering informal mental health supports. Ultimately, the decision to fund will be left to the evaluation committee and DHS leadership.

7. What would be the start date of the new grant?

We anticipate making award decisions by September 2022 and would begin working collaboratively with Successful Proposers shortly thereafter. The formal contracting process can take time; it is likely that contracts will be executed by December 2022.

8. We are working with university nursing students and members of the student nursing association, to form a peer support program. Although there will be students representing the black and LBGTQAI community as part of the university student body, as well as part of the initial pilot group (at least 2 participants out of 6-8 total participants), we are questioning whether this aligns with DHS's priority to reach marginalized communities and whether the numbers we are serving are adequate to meet the criteria.

If you have the capacity, we encourage you to submit a proposal and explain how your proposed project would reach or support marginalized communities. Ultimately, the decision to fund will be left to the evaluation committee and DHS leadership.

9. The RFP talks about programs led by "non-health" professionals. Are organizations eligible to apply for funding for staff who are licensed social workers and therapists? Can you more clearly define what is meant by health professionals and "non-health" providers?

Yes, organizations are eligible to apply for funding for staff who are licensed social workers and therapists. However, we are particularly interested in supporting projects that offer informal supports, as opposed to more clinical supports. Additionally, if services are billable to health insurance, we would expect those services to be billed accordingly.

Regarding "health professionals" and "non-health" providers, we're thinking of people who provide "formal" mental health services (health professionals) and people who provide

“informal” mental health services (“non-health” providers). Formal services are clinical services that must be performed by licensed professionals. Informal services do not have to be performed by licensed professionals and can consist of services such as supportive care, education and training, crisis support, basic counseling, active listening, companionship, advocacy and more.

Final Answers from the May 27 Office Hours Session

10. The RFP says that successful proposers must collect data about their projects and share that data as well as narrative reports with DHS. To collect project data, DHS will provide access to the County’s Client Management Information Software System called Client Path. Is there any reason why an organization that already has a client management information software system, could that organization use that software to provide details?

An organization with their own client management system may use their system. We wanted to signal in the RFP to organizations that do not have that kind of existing infrastructure that data collection would not be a barrier to partnering with DHS. Although there is value to having all Successful Proposers on the same data collection platform, organizations with their own client management system do not need to transition to the County’s system if their existing system allows them to retrieve and share data with DHS in a regular and timely manner.

11. How does the description “informal” relate to organizations that are able to bill for insurance?

DHS is open to Proposals from all types of organizations, including those with and without the infrastructure to bill for services. If you think your proposed Project fits the criteria that we laid out in the RFP, we want to hear from you. The RFP states that we are looking for Projects that are informal in nature, and that often means that billing to health insurance may not currently be possible.

12. Related to the data collection question – we engage community members who we may only gather only the most minimum amount of information, such as a first name, and maybe a phone number or last name. Is there a minimum criteria for data that is collected from folks who engage in a proposed Project?

We appreciate that, depending on the nature of the Project you are proposing to have us fund, the way that you interact with community members, clients, participants, whatever they may be in the context of your Proposal, could look very different. We don’t want data collection to be the thing you are doing to the exclusion of providing quality service. We want data collection to make sense to the specific Project that you propose.

In questions 13 and 14 of the Response Form, please articulate for us what the reasonable and feasible set of data would be. Tell us if there are barriers based on the Project you are proposing

that might get in the way of more robust data collection. We are really interested in understanding the way you think you could measure success and outcomes, and then how you would go about doing that and sharing that. Also, we expect to have additional discussions about what data collection makes sense for your Project if you are selected.

13. Are we able to submit multiple projects under one proposal? We probably have, maybe, three or four different thoughts we're brainstorming on some projects that would be good for the community, and I just didn't know if you were looking for one single project, or if we could do kind of subsets, but they're not all necessarily tied into the same thing. They might be four different projects I guess appealing to four different audiences.

An organization is permitted to submit multiple Projects under one Proposal and an organization is permitted to submit more than one Proposal. If you have more than one Project to propose, whether you write them into one Proposal or separate them into multiple Proposals depends how they are connected:

- If funding one Project is contingent on funding other Project(s) and you can implement them only if they are all funded, then please submit **one** Proposal for the multiple Projects and tell us about how they are dependent.
- If your Projects are independent of one another and you can implement them regardless of whether the other Projects were funded, then please submit **multiple** Proposals and tell us about how your Projects are separate from one another.

Remember, the 12-page limit for Proposals remains the same, even if you are proposing multiple Projects. We recommend that you clearly describe how your Projects are related so the evaluation committee can fully understand your proposed plan.

14. Would you consider a parallel planning part of the project with a project that is related? So, not just a physical project but a need for some planning around a future project?

Yes, page 8 of the RFP says that a planning phase may be included as part of a proposed Project. However, we don't want to fund only planning. Implementation must be part of the timeline of your proposed Project.

15. Are you prioritizing any specific age groups?

No, we intentionally left this open because we wanted to hear from you how you would provide informal mental health supports to families, adults and/or children—either all of the above or focused on a specific age group. We believe there's likely a need across all age groups, and we are interested in seeing how you articulate that need.

16. With all the focus on the ecosystem and restructuring the system, have you thought about what the relationship could be between all the recipients so that there's extra coordination in the ecosystem around the projects that are funded? Have you thought through that phase of the project thus far?

This is a great question. We're really interested in ensuring that we create cohesiveness in these services and making connections among organizations. It will be important to ensuring success. While we did not articulate specific requirements or plans for this coordination in the RFP, we would love to hear from Proposers about what you think would be helpful in this vein. Please consider sharing your thoughts about how we can create a cohesive system in question 7 of the Response Form.

17. I have just been hired as a program director at an organization, a youth development center, that opened about three years ago. I have a degree in clinical mental health counseling, and I was a counselor before I started working here. So, we want to know if the grant would focus at all on organizations that are younger than three-years old.

Yes, we are open to Projects for all ages.

June 16, 2022

18. Is there a list of allowable expenses for the budget. In particular, is rent and/or utilities for program space an allowable expense?

See question 5.

19. May we include a university as a partner in the proposal that is located outside of Allegheny County but that serves students throughout Pennsylvania, 41 states, and 18 countries?

Project funding is designated for serving Allegheny County residents, but partners may be located outside Allegheny County so long as their work on the proposed project is targeted to Allegheny County.

20. The WHO link in this footnote: Definition of Informal Mental Health Supports is taken from both this study and from WHO's "Optimal Mix of Services for Mental Health" appears to be broken. Is there another way to access it?

Thank you for letting us know about the broken link. [Please use this link](#). We corrected the link in the RFP through the June 16 amendment. See the amendments section below.

21. In terms of the allocated budget of \$3,000,000 and successful proposers is the DHS likely to select 10 awardees? Or could they select less than 10?

See question 3.

22. For the Community-Led and Community-Operated Informal Mental Health Supports should the targeted audience be the Black Communities, LGBTQIA+ Communities and Immigrant, Refugee, and Linguistically Diverse Communities as mentioned in the RFP? Or were these just examples being used?

Through this RFP, we aim to find partners who have built deep trust with marginalized communities and whose leadership and staff are representative of the communities they serve. We are open to receiving Proposals focused on other marginalized communities. The evaluation committee will evaluate Proposals for their alignment with the purpose and prompts set forth in the RFP.

23. Upon completion of the funds being spent over the two year proposed timeline where do you envision this project going? Is there a part two to this or would this just be what the DHS is looking for at the moment?

DHS hopes to be able to offer additional funding beyond the initial contract period to Projects showing promising outcomes. At this time, however, the commitment of funding would be for the two-year contract term.

24. Was the RFP Deadline extended?

Yes, the Proposal deadline was extended to Monday, August 8 at 3 p.m. Eastern. Please see the amendment section for more information.

25. Is the MWDBE certification required?

Yes, every Proposer must provide the MWDBE documentation.

DHS does not score or evaluate MWDBE documentation during the evaluation process. Prior to executing the RFP contract, Allegheny County's [Allegheny County Equity and Inclusion Department](#) will review the Proposals and their accompanying MWDBE documentation to understand if the Proposer is demonstrating a good faith effort at helping to meet Allegheny County's goals of 13% MBE contracts and 2% WBE contracts.

Please complete the MWDBE documentation to the best of your ability. If during their review, the Equity and Inclusion Department finds errors in your MWDBE documentation, they will contact you and help you correct them.

26. Is the county vendor creation form required for all organizations participating in the proposal? If so, where do we find this information?

The County Vendor Creation Form is required for any organization who want to enter into a contract with the County. If you are submitting a Collaborative Proposal with more than one organization, the County can enter a contract with only one partner. That partner must complete the Vendor Creation Form. See RFP section 4.2, c, for details. The [Vendor Creation Form](#) is found on the [solicitations webpage](#), under the Required documents bar, or click on the link above.

27. Is the amount of the proposal is open to the proposer based on cost to provide the services & if needed the office will negotiate the cost if selected for an award?

Yes.

28. Is this a grant reimbursement situation or an outright payment to proposer?

Unlike foundations, DHS does not make grants but instead enters contracts with provider organizations. Budget allocations are agreed upon during the contracting process and providers are expected to invoice on a monthly basis for actual costs incurred, and may invoice for expenses up to the agreed upon allocation of funding over the course of the contract period.

29. When selecting evaluators will they represent the populations that proposers are being ask to serve in communities that are invisible and or underserved. Will the evaluators represent the breadth and depth of areas that may submit RFP’s—for example the arts and culturally relevant services provided by diverse service areas such as the arts and developmental mental health needs of children ages 3 to 12; most services relate more to developmental ages of teens to adults.

The evaluation committee may include community members with lived experience, external subject matter experts, representatives from service providers, representatives from key partners or funders and DHS internal staff. See RFP section 5.1 for more information. While we cannot guarantee that there will be an evaluation committee member whose expertise reflects each and every proposed Project, we are committed to inviting a diverse mix of people a range of experiences to participate in the committee.

June 30, 2022

30. Do you see the programs awarded under this RFP being a part of the system-level coordination, consultation, and training described in the “Systematic Therapeutic Assessment Resources and Treatment” RFP that came out on June 2?

The START RFP seeks a partner to lead START. The Successful Proposer for START will employ coordinators to support the system-level coordination, consultation and training described in that RFP. While Projects awarded under the Informal Mental Health Supports RFP would not formally be part of START, DHS could envision and would encourage START coordinators to engage and leverage the Informal Mental Health Support Projects. Similarly, DHS would welcome Proposals under the Informal Mental Health Supports RFP that focus on individuals who may need developmental supports in addition to informal mental health supports.

31. The RFP says on the outline for the information and requirements that the budget was for \$3,000,000 for 10 proposals. Does that mean across the board collectively all budgets for 2 years should not exceed \$3,000,000? Or does it mean individually the request cannot exceed \$3,000,000?

The total amount of funding available for Projects awarded through this RFP is \$3,000,000 over two years. There is no maximum amount of funding a Proposer may propose in their Project budget; however, please keep in mind that the \$3,000,000 total will be divided among all Successful Proposers. There may be up to 10 Successful Proposers, but there may be less. The number of Successful Proposers will depend on the quality of the Proposals received and the budgets of those Proposals.

Please also review the answers to questions 1-4 and 27.

July 7, 2022

32. Do reference pages count in the page count for the proposal?

No, the reference pages do not count in the page count. The page count starts at the “Experience and Leadership” section of the Response Form.

Final Answers from the June 30 Office Hours Session

33. Could you tell us more about the MWDBE program? We are a nonprofit. What would the process be for my organization to become certified? If we’re unable to become certified, how would that impact us applying for the grant?

You do not need to be a certified MWDBE organization in order to submit a Proposal for this RFP.

Allegheny County runs its MWDBE program through its [Equity and Inclusion Department](#). The MWDBE program set goals for County contacts of 13% participation for Minority Business Enterprises and 2% participation for Women Enterprises.

Only for-profit organizations count towards those goals; while we anticipate that many Proposers to this RFP will be nonprofits. The County asks contracted nonprofit organizations to make a “good faith effort” in assisting the County in meeting the MWDBE goals. This means that you are asked to pass on those MWDBE percentages to the organizations you subcontract with for inventory and services such as office supplies and janitorial services. If you do not have many subcontracts or meet those percentages, you should request a waiver. Please see question 25 about completing the MWDBE documentation.

Whether you can meet those subcontract goals or if you need to request a waiver does not affect your Proposal at all.

To become certified as an MWDBE, you must be for-profit. Visit <https://paucp.dbesystem.com/> to find details about the certification process and the application. The application is lengthy and there are many supporting documents required. The County Equity and Inclusion Department’s MWDBE Program certifies organizations and conducts counseling sessions. If you are interested in becoming certified, or if you know of a woman- or minority-owned business who is not yet certified, visit <https://paucp.dbesystem.com/> or contact the [Allegheny County Equity and Inclusion Department](#).

34. Do you expect us to fill the staffing positions prior to submitting a Proposal? Or could we write it into the Proposal that we will hire staff before the program is up and running? Can we have time to hire?

Yes. You can write into your staffing plan time for hiring and onboarding staff to run your program.

35. Are we required to have a specific software? And if so, was there something that you would recommend be compatible with Client Path for data collection?

If you have an existing data collection platform that is somewhat easy to extract information and share it back with DHS, then you can use your existing platform. See also question 10.

DHS developed Client Path, a Salesforce platform, because we understand that not all organizations have their own data collection platform and we wanted to offer a platform at no cost to them and because DHS sees value in having a shared platform among multiple providers. . DHS will provide training and an overview of Client Path to Successful Proposers and other organizations who are interesting in seeing it.

36. Can I get more information about ClientPath, what it is, and how my organization could use it?

To get more information about ClientPath, please email DHS Procurement Team at dhsproposals@allegHENYcounty.us and let them know you'd like to be contacted by our DHS ClientPath team. Our team can share information about ClientPath and can schedule a time to demo how ClientPath works. If you are interested in being onboarded to ClientPath after this, please note that DHS will be able to schedule onboarding for September 2022 at the earliest.

37. What will invoicing look like? Will we be invoicing you every month?

It is a monthly invoicing process for actual expenses incurred. See also question 28.

38. My organization had a contract with the Allegheny County Health Department. Could I keep the same county number that I have with the Health Department for a DHS contract?

Under the DHS contracts system, you would have the same JDE vendor number as the Health Department contracts system. Otherwise, DHS's contracts system does not interact in any way with other Allegheny County departments' contracts systems.

39. The RFP makes the demographic that you are trying to reach pretty clear. Did you have an idea of some project models that you were trying to capture from this RFP?

We tried to draft the RFP in an open way so that people would come with some unique Project ideas that DHS may have never considered before now. We do not want to give specific examples of Project models because we don't want to narrow the scope of possibilities. We are excited to get a full range of Proposals for Projects drawn from different disciplines and using different settings, services, activities and/or professionals to engage people.

40. Are you more interested in funding programming or operations? Is there a balance between the two that we should be aware of when we are working on our Proposals? Do you want to fund what actually goes into the program versus the people who help support the program?

We are open to funding programming and operations, as well as funding planning and implementation, as long as those costs are responsive to the purpose of the RFP and to the Response Form prompts. Budgets may include a portion of the organization's indirect administrative costs relating to this program (e.g., the cost of HR, fiscal and other administrative activities). See also questions 5, 6 and 16.

41. In the Response Form, there's a list of people and at the bottom it says we need to identify someone for a contact for the Master Provider Enterprise Repository or MPER. Do we need to fill this out now or only if we enter into a contract with DHS?

Please complete that list now for your Proposal submission. MPER is DHS's platform that stores all information about our contracted providers. For the MPER contact, please choose someone who could keep your keep your organizational data updated and who could submit invoices.

42. For the Required Contacts list, if there are people in my organization that are functioning in similar roles right now, but they don't have the same titles as those in the list, could we use them?

Yes. The person you list does not need to have the exact same title as what the list says. The person listed needs to be able to answer DHS's questions related to contracts, technology, finances, etc. You can list the same person for multiple contacts or have just one person for all contacts, whatever works best for your organization.

43. Is there some form, application or something in MPER that needs to be submitted at this stage?

The attachments required for the Proposal are listed in the Response Form. You do not need to do anything in MPER now. If you are selected for a contact award, DHS work with you to get you set up in MPER.

44. If we already completed the vendor creation form, should we do it again for this Proposal?

Yes, please submit a vendor creation form with your Proposal. We use them to set up new providers as well as update the information of current providers.

45. Is it preferable if we also have funding or plans for a project evaluation, like a third-party evaluation? Or will Projects be evaluated by just DHS? Should we put in an evaluation piece or will that be done at the end of the funding?

There is no requirement for a third-party evaluation. We would like to see the outcomes that you think are important to measure and your plan for doing that. DHS will do program support and informal reviewing of your submitted data.

46. My organization serves youth. Can funding go towards virtual programming to help engage youth?

Yes.

47. My organization is not familiar with the RFP process, DHS and the County. How is funding distributed after being awarded? What's that process?

An evaluation committee will review all Proposals received in response to this RFP (see question 29 for a little more information about the committee). The committee will score the Proposals and convene to discuss them. You may be asked follow-up questions about your Proposal and/or to give an oral presentation to the committee. The evaluation committee will come to a consensus on a recommendation to DHS leadership about which Proposers should be awarded contracts through this RFP. DHS leadership may need to take into consideration other factors unknown to the committee, but their recommendation is a significant factor in the final decision.

DHS will notify you whether or not you were recommended for a contract award. If you are selected, and you accept the award, you will begin the contracting process. If you were not selected, you may request a feedback call to learn about the RFP decision-making process and the strengths and opportunities for improvement that the evaluation committee identified about your Proposal.

The contracting process can be time-consuming, but we hope that we will become partners in figuring out how to make everything work as smoothly as possible and get you delivering services as quickly and effectively as possible.

If you have never contracted with DHS before, you will need to complete the New Provider Application and submit supporting materials to get you set up in our system. Then, you and DHS will discuss, negotiate and agree upon the specifics of your program and budget. Together we will draft what we call a work statement, which becomes the basis of the contract. Then the contract will undergo County review and approvals. Everyone will sign the finalized contract which allows you to begin spending down on the award. (See question 28 for the invoicing process).

The following infographics can help illustrate these processes: [Responding to an RFP](#), [Entering into a Contract](#) and [Doing Business with DHS](#).

July 21, 2022

48. I have a question regarding the RFP related to the monthly invoice requirement for actual cost incurred, that will be in place for selected projects. For a fee for service structure such as this, how might this work for non-profits who do not have major sources of unrestricted funding in their budgets?

If a reimbursement payment structure is not feasible for your organization, DHS will consider making an advance payment on an as needed basis. The need for an advance payment can be discussed as part of the contracting process with Successful Proposers, and approval from DHS leadership would be sought at that point. If the request for advance payment is granted, the amount advanced would be recouped from future payments.

49. Was the original RFP deadline extended until August 8th or were the submissions not adequate?

The quantity/quality of submissions did not factor in the decision to extend the deadline because at the time the decision was made, we had zero submissions. This is not unusual—in general for all DHS solicitations, we receive almost all submissions on the day of the deadline. The decision to extend the deadline was announced on June 2, before the original deadline of June 15. As stated in the amendment below, we decided to extend the deadline to give Proposals more time to develop their Proposals.

50. During the previous period, I am assuming that questions and answers regarding the RFP were collected and disseminated to potential applicants. Is that information available to be shared now?

This Q&A document contains all questions and answers we received throughout the entire time this RFP has been open.

51. Can you provide any general guidance for applicants that have a fiscal agent? Specifically, if the applicant is a small business that partners with a fiscal agent to receive and manage grant funds, should the following forms be completed by the small business itself or by its fiscal agent? 1) Allegheny County Vendor Creation Form, 2) Audited financial reports and 3) W9

In general, please clearly describe in the Response Form the relationship between the small business and the fiscal agent and the division of responsibilities. We usually see fiscal sponsor relationships where a small business delivers the services while the fiscal agent holds the contract with Allegheny County. If that applies to you, then follow this guidance:

- The fiscal agent should complete the Vendor Creation Form, submit its financial reports and W9, and complete the Proposer Information, Required Contacts and Board Information sections in the Response Form.
- Use the lines “Proposer Name” and “Partners included in this Proposal” in the Response Form to briefly summarize the relationship.
- Your responses to questions will (most likely) be from the perspective of the small business that delivers the services. Be sure it is clear which entity you are referring to in your responses.

52. Can you please provide some clarification around the following questions related to the Community Informal Mental Health Support Group Grant proposal submission: Regarding the 12 page limit...does that refer to the total number of pages we can submit even if we break our ask into two proposals?

If you are submitting multiple Proposals, each Proposal can be up to 12 pages. If you are proposing multiple Projects under one Proposal, the page limit is still 12.

53. If we submit 2 proposals, can we refer to the answers to certain questions that apply to both proposals?

No, do not refer to the other Proposal. Please copy and paste answers if they are the same.

54. If we have a shared staff position between two projects, can we just submit a single proposal?

Please see question 13 for guidance on whether to submit one or multiple Proposals. Whether Projects are independent or dependent on one another is how you should determine if you will submit one or multiple Proposals. In your case, you may want to ask yourself if that staff position could still exist if you are funded for only one Project.

55. We have a question regarding multiple submissions to the same opportunity. For the RFP for Community-Led and Community-Operated Informal Mental Health Supports, we are planning to submit our own non-collaborative proposal. We have also been asked by another organization to submit a collaborative proposal with that agency and other partner agencies. We would ensure that there would be separate funds allocated to the budget in both proposals so that we are not “double-dipping.” Is that allowed?

Yes, Proposers may participate in more than one Proposal/Collaborated Proposal. As you mentioned, please ensure that the different Project funds are separate.

Amendments

June 2, 2022, Amendment

The proposal and questions deadlines and the estimated award decision/notification were all extended to allow for more time for proposal development. The following chart outlines the changes:

	Original Deadline	Extended Deadline
Deadline for Questions	Wednesday, June 15 at 3 p.m. Eastern	Friday, July 22 at 3 p.m. Eastern
Last Website & Q&A Update	None stated	Thursday, July 28 at 6 p.m. Eastern
Deadline for Proposals	Wednesday, June 22 at 3 p.m. Eastern	Monday, August 8 at 3 p.m. Eastern
Estimated Award Decision/Notification	August 2022	September 2022

In the RFP, all dates were changed according to the chart.

In addition, DHS will now update the solicitations webpage only on Thursdays to help manage workflow. Section 4.3 of the RFP was updated to explain this change. It originally said:

4.3 How to Contact DHS about this RFP

- a. ~~All inquiries and questions must be submitted via email to DHSProposals@alleghenycounty.us by 3 p.m. Eastern Time on Wednesday, June 15, 2022.~~
- b. All information about the RFP, including answers to questions, changes and clarifications, will be posted at our Active Solicitations website at www.alleghenycounty.us/dhs/solicitations.
- c. Please check this website regularly for answers to questions, additional information or changes to the RFP or the RFP process.

Now it says:

4.3 How to Contact DHS about this RFP and RFP Communications

- a. **If you have any questions about this RFP, please email us at DHSProposals@alleghenycounty.us.**
 - **All content-related questions must be emailed by the Questions Deadline at 3 p.m. Eastern Time on Friday, July 22, 2022.**
 - **You may submit technical or logistical questions at any time, even after the Questions Deadline.**
- b. All information about the RFP, including answers to all content-related questions and any changes or amendments, will be posted at our Active Solicitations website at www.alleghenycounty.us/dhs/solicitations.
 - **Please check this website regularly for answers to questions, additional information and changes to the RFP or the RFP process.**
 - **The website will be updated only on Thursdays, with any new information visible after 6 p.m.**
 - **The last Q&A and website update for this RFP will be on Thursday, July 28, 2022, at 6 p.m. We will make every effort not to post any new information after this time; however, we reserve the right to post new information in emergency circumstances.**

June 16, 2022, Amendment

We scheduled a second Office Hours session for Thursday, June 30, 2022, from 9:30-10:00 a.m. We added this session to the timeline throughout the RFP. On page 10, we added the following:

a. Office Hours

- There will be “RFP open office hours” at 11 a.m. Eastern Time on Friday, May 27, 2022, and at 9:30 a.m. Eastern Time on Thursday, June 30, 2022, via Microsoft Teams. Anyone interested in the RFP and in submitting a Proposal may drop in at any time to ask questions.

And:

- Please join the **Thursday, June 30** office hours session by:
 - Calling (267)368-7515 and using Conference ID 474 660 502#
 - Or following this link: [Click here to join the meeting](#)
 - Or copying and pasting this link: https://teams.microsoft.com/l/meetup-join/19%3ameeting_NjM2MGYxMGYtODRhMC00YWRiLTNmZTMtNDE0MzJiZDhkOWYz%40thread.v2/0?context=%7b%22Tid%22%3a%22e0273d12-e4cb-4eb1-9f70-8bba16fb968d%22%2c%22Oid%22%3a%224c7924c5-3d5a-494b-ba54-242fc5f6db86%22%7d

Additionally, we corrected the broken link for WHO’s “[Optimal Mix of Services for Mental Health](#)” on RFP page 2.