

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

RFP for Opioid and other Substance Use Disorder Interventions that are Led, Designed and Operated within and by Highly Impacted Communities

Office Hours, June 21, 2023

1. Could you talk about what community involvements looks like, concretely? What kinds of involvement from program participants are you expecting in terms of the design of the program?

We're hoping to enlist resources from organizations within the community that stand outside of the formal behavioral health treatment system. Specifically, we're seeking organizations who have a strong connection to their community, in especially highly affected communities, in terms incidents of overdose deaths and substance use disorder rates. Ideally, these community-based organizations will have a track record of working closely with individuals in the community and have individuals in leadership positions who are representative of the people they serve. This may include people who are in recovery themselves, or people who can connect closely to people who are at risk. We think it important to gather community input regarding what resources and interventions would be most valuable to the community, as well as where the resources should be located and how they should be offered.

Please also refer to page 7 of the RFP under section 2.1 "Approach." An example of community led, designed, and operated that we offer is that community representation is a vital element of planning and decision-making. We request that you document how community feedback was gathered whether it be from surveys, focus groups, or a community advisory board and how community feedback could be a part of planning and decision-making.

July 11, 2023

2. Do you have an anticipated number of successful Applicants that you intend to award funds to? If so, do you have an anticipated dollar amount that you intend to award each successful Applicant?

We anticipate selecting at least 10 Successful Proposers, and potentially more. We do not have an anticipated dollar amount each Successful Proposer will receive. Funding per project will depend on the Proposals received and selected. We will consider all proposed costs for reasonableness and negotiate the final budget and contract terms with the Successful Proposers.

July 12, 2023

3. Can funds be used to purchase a mobile unit?

Yes, as long as there is justification for how the mobile unit will serve as an intervention for opioid use and/or substance use disorder and support disproportionately impacted communities.

July 13, 2023

4. Is the letter of support from the community organization included in the 5-page limit? Als, the budget is not included in the 5-page limit, but what about the Budget Narrative? Is that included?

No, the letter of support from a community organization, the budget, and the budget narrative will not count towards the 5-page limit for the Proposal.

July 20, 2023

5. I was wondering if you have a specific person the letter of support should be addressed to?

No, the letter of support does not need to be addressed to any specific person.

Amendments

July 24, 2023

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	Friday, July 21 at 3 p.m. Eastern	Friday, August 4 at 3 p.m. Eastern
Last Website & Q&A Update	Thursday, July 27 at 6 p.m.	Thursday, August 10 at 6 p.m. Eastern
Deadline for Proposals	Wednesday, August 2 at 3 p.m. Eastern	Wednesday, August 16 at 3 p.m. Eastern
Estimated Award Decision/Notification	September 2023	October 2023

All dates in the RFP have been adjusted to reflect the extended deadline dates outlined in the chart above.

Amendments

August 8, 2023

The Proposal, 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	Friday, August 4 at 3 p.m. Eastern	Friday, August 18 at 3 p.m.
Last Website & Q&A Update	Thursday, August 10 at 6 p.m. Eastern	Thursday, August 24 at 6 p.m. Eastern
Deadline for Proposals	Wednesday, August 16 at 3 p.m. Eastern	Wednesday, August 30 at 3 p.m. Eastern
Estimated Award Decision/Notification	October 2023	November 2023

All dates in the RFP have been adjusted to reflect the extended deadline dates outline in the chart above.

August 15, 2023

6. Our non-profit organization would like to submit a proposal for this grant. We have been going through all of the required documentation, and we see that it says non-profit organizations do not qualify to be MWDBE certified. DO we still need to submit the form under this section?

Yes, all organizations are required to submit this documentation. The section you're referencing is stating that non-profit organizations do/will not count towards your certification. Please fill out this form to the best of your ability. If we require any further information or clarification, we will reach out to obtain it.

7. Many times see a required font size of 11pt in standalone proposal requirements. The font and size in the Bonfire response form is Times New Roman, 12 pt. Are we required to match the font and size in the text used to address the questions in the RFP?

We do not have a specific font requirement.