

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

RFP for the Design, Launch and Coordination of a Countywide Juvenile Pre-Arrest Diversion Initiative

**November 11, 2021**

**1. There are two different dates for the November Office Hours and the Proposal deadline. Can you clarify the timeline?**

We apologize to publishing these mistakes and any confusion they caused. The November Office Hours is on the 30<sup>th</sup> and the Proposal deadline is on Wednesday, January 5, 2022. We have amended the RFP to correct the dates. Please see below.

**November 19, 2021**

**2. Is there a cap or limit on indirect or administrative costs?**

DHS will consider all requests for reasonableness and will negotiate and agree upon final administrative costs with the Successful Proposer.

**3. We do not have a federally negotiated costs rate. Would that impact on how much admin/indirect we can request in a proposed budget?**

No. Please propose your admin/indirect costs in your budget.

**Amendments**

**November 11, 2021**

We amended the RFP and its website posting to fix incorrect dates that said the November Office Hours was on November ~~23~~ and the Proposal deadline was on January ~~3~~. The **correct** timeline is:

Office Hours	Tuesday, November <b>30</b> , 3:30-4 p.m. Eastern
Office Hours	Tuesday, December 14, 1-1:30 p.m. Eastern
Deadline for Questions	Monday, December 27 at 3 p.m. Eastern
Deadline for Proposals	<b>Wednesday, January 5</b> , 2022 at 3 p.m. Eastern
Estimated Award Decision/Notification	March 2022

**4. Will this RFP connect with other Juvenile Probation Office (JPO) services in the scheme of things? Maybe in-home providers provide in-home counseling to those who have been adjudicated? Is there any vision of it connecting or impacting that at all?**

The specific processes and partnerships for this initiative will be negotiated and discussed between DHS, the Successful Proposer and other interested stakeholders.

**5. Has there been any groundwork laid with any schools or is that part of the design itself as far as providing alternatives to kind of the school- to-jail pipeline issues around the use of detention, suspensions, that sort of thing?**

Yes. This RFP is informed directly by the Juvenile Justice Work Group of the Black Girls Equity Alliance. There are multiple schools involved in this effort. Additionally, there are many service providers already participating in planning efforts.

**6. Do you have any thoughts of evidence-based models we should be looking at or opportunities to collaborate with community organizations?**

We do not expect Proposers to offer evidence-based models to implement in this proposal. Please refer to “*Designing the Initiative*” in **Section 2: What We Are Looking For**.

We expect the Successful Proposer to gain an understanding of the current juvenile justice and juvenile diversion landscape across Allegheny County and other jurisdictions (existing and planned), and work with community-based organizations and other stakeholders to coordinate and strengthen these efforts in Allegheny County.

**7. Is there any thought that there would be a collaboration with law enforcement on this?**

Yes. Law enforcement has been and will be largely involved in this effort.

**8. Do you see the climate in Allegheny County looking for this kind of work? Is there an appetite for it? Do you see it as an uphill battle, or is it something that these players are talking about?**

Yes. Based on our experience with and knowledge of the race and equity work that several community-based organizations and other stakeholders are already participating in, we do believe there is an appetite for this type of initiative.

**9. Did any of this come at all from the work that’s being done by the Urban Institute and the Annie E. Casey Foundation? Does any of the work that they’ve been doing on juvenile justice weed into this?**

No, but our hope is that the Successful Proposer will work with and learn from all pre-arrest diversion efforts happening in the county, including adult pre-arrest diversion efforts.

**10. How will the program be funded? Cost reimbursed, program funded, etc?**

The Initiative will be program funded, which means that DHS will have a contract with the Successful Proposer for an annual allocation for services with specified performance standards. The Successful Proposer will then invoice us monthly for reimbursement.

**11. Is there an anticipated ramp up?**

Yes. The Successful Proposer will work collaboratively with DHS and other stakeholders to design and launch the Initiative.

**12. Is there an anticipated funding cap?**

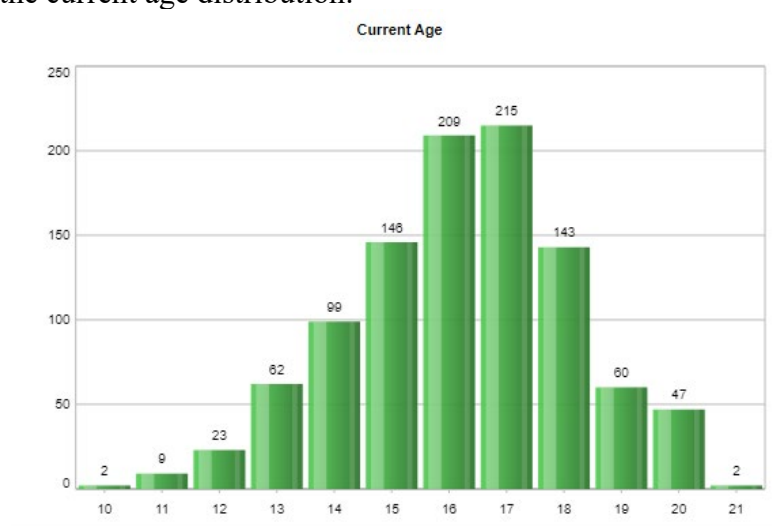
At this time, DHS does not have an anticipated funding cap. Proposers should propose a realistic estimated budget for the Initiative, as described in the RFP. DHS will consider all budgets for reasonableness and will negotiate and agree upon final funding with the Successful Proposer.

**13. On Page 8 of the RFP statistics are provided on numbers of referrals to the courts. We assume those numbers are duplicative, meaning the same young person is in those stats several times. Can you tell us the number of unique young people reflected there?**

In 2019, 1,743 distinct youth were referred to the Juvenile Section of the Family Division of the Court of Common Pleas. 3,602 distinct youth were referred to the Magisterial District Court Judicial System or the JPO.

**14. Can you provide current probation caseload statistics by gender and age?**

As of today, 1,017 youth are active within Juvenile Probation. 76% are male and 24% are female. This is the current age distribution:



**15. Can you provide statistics on the referrals by school district and specific school within the district?**

No. The statistics we have for arrests and citations allow us to view the zip code of where the arrest was made and the arresting entity. If a school district has a school police office (e.g. Pittsburgh Public Schools), we can tell the difference between school arrests and community arrests, but most schools do not have their own police offices.

**16. Does a charge equal an automatic referral to the Diversion Program?**

Please see the answer to question four.

**17. Who will be responsible to make the actual referral to the Diversion Program?**

Please see the answer to question four.

**18. Can you describe the relationship between this Diversion Program and the probation department/system?**

Please see the answer to question four.

**19. Is the successful proposer expected to have a designated centralized physical location/space for the Diversion Program?**

No.

**20. Is this Diversion Program expected to work with truancy referrals to magistrates? If so – can you provide statistics on how many truancy referrals there are and how many unique individuals?**

No. Although parents and older youth can sometimes be cited, truancy is not a criminal charge. It is a violation of compulsory school attendance. DHS does have partners in the community working with schools, courts and service providers to address truancy concerns, and we do expect there to be some overlap with this work. It is our hope that the Successful Proper can work with and learn from these partners during the design, launch and coordination of the Initiative.

**21. Will this Diversion Program be expected to provide “step-down” diversion services to prevent recidivism?**

No.

**22. Can you provide additional guidance on who additional stakeholders providing referrals could be?**

The primary referral sources will be schools, school police and community police. There is also discussion about working with the Magisterial District Courts for people involved in low level citations and arrests.

**23. Are you looking for a brand-new program? Are there any programs you are not interested in?**

Please see the answer to question six.

**24. What are the expectations around the provider doing assessments- should they be face-to-face, in home, or can it be through a phone screen?**

Please see the answer to question four.

**25. Can we provide attachments of outcome measures and program design? And if so, will they need to be included in the total page count?**

No. Provide only the documents requested in the RFP and Response Form; additional attachments will not be given to the evaluation committee. However, you may put charts, tables, graphics and any other visuals in the Response Form; they will be included in the total page count.

**26. Are we able to get data on the districts and schools with the highest number of citations?**

Please see the answer to question 15.

<b>Office Hours</b>
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**27. Are both the city and county cooperating?**

Yes.

**28. We have offered prevention services for over 20 years, but we've also had a previous unit, sort of, like, an initiative that we've been trying to get funded to be able to serve students before the time of arrest and, so, that way it would be more proactive instead of reactive, and, so, I just wasn't sure in my proposal if we were able to use that language as saying there are services we could provide if that works out. I just wanted to make sure it would be okay to, at least, just offer what we had the capacity to do just so that context was there in case those reviewing didn't already know about our 20-plus years of providing services.**

Please see the answer to question six. As we develop the process, there may be more funders who become involved to support more of the direct service work, but currently, our focus is on the design, launch and coordination of the Initiative.

**29. What type of scope does the County hope to implement as far as size in the initial year to two years of the program?**

We do not have a specific scope in mind. We know juvenile pre-arrest diversion efforts already exist in different parts of the county. The goal of this initiative and the Successful Proposer(s) will be to coordinate and strengthen these existing juvenile pre-arrest diversion efforts on a countywide level.

**30. I'm sure there are probably some school districts that would have very few referrals versus some school districts that will have a high number of referrals and could dramatically benefit from this opportunity. So, we just weren't sure if there was a thought to focusing in certain areas. As you said, you guys have looked at where the need is or kind of done some inventory. But you're saying that that's not the direction that you think this will go at this time as far as following that inventory and kind of starting in specific areas?**

There will be high referring neighborhoods or highly served neighborhoods and some that are not. Our concern is that there is a lot of juvenile pre-arrest diversion work that is happening without any coordination. Our hope is that the Successful Proposer(s) will coordinate these efforts across all our communities. Naturally, some communities will be higher served than others.

**31. So, you said you'll be able to share that (arrest/referral) inventory. Does that include references to some of the programs that are currently happening that – I would assume the RFP response would kind of, ultimately, partner with?**

Yes. Please see the answers to questions 13, 14 and 37. These answers do not include references to existing juvenile pre-arrest programs. We attempted to collect this information, but currently, we do not have the capacity for all that would entail. That is why we are seeking a Successful Proposer(s) to act as a coordinating body to collect this information and execute the other services described in the RFP.

**32. Obviously, the police would be expected to be a significant resource for referrals as are the magistrates. But when you talk about the schools, how do you or what is expected as far as a school referral? Are there certain grades that this is going to apply to? Are there any specifics as far as how schools will be incorporated into this versus the police and the magistrates?**

Please see the answer to question four.

**33. Is there any type of expected number of cases that the RFP should intend to address?**

No.

**34. Is there a specific set of outcomes that the County will be measuring or is hoping to measure once the program starts?**

The ultimate outcome is to reduce racial disparities in juvenile arrests. Specific outcomes and how we will measure them will be determined in collaboration by DHS, the Successful Proposer(s) and other interested stakeholders.

**35. What does the County anticipate would be the outcome for a youth who successfully completes the diversion program? Is it that the youth would have absolutely no record of that arrest incident or that offense or incident that occurred, or would this be, for lack of better comparison, almost like an ARD for a DUI where it doesn't go against the individual because they've successfully completed the ARD, yet, it would exist if there was a future violation or offense?**

We want to build a system that does not dangle the possibility of a record or arrest based on compliance. If diversion is chosen, then whatever offense was on the table is diverted.

**December 30, 2021**

**36. Would a hands-on program (after school, summer or remote) for small groups of Black girls (ages 12 -18) qualify for the initiative?**

This is not an RFP for a small direct-service program. It is an opportunity to coordinate several programs countywide. We will however be releasing an RFP for teen programming in 2022.

**37. The RFP shared that:**

- **During the 2019-2020 school year, there were 2,266 referrals of juveniles to the Magisterial District Court.**
- **In 2019, there were 2,212 referrals to the Juvenile Section of the Family Division of the Court of Common Pleas.**

**Are we able to get this broken out by referrals per month or quarter?**

<b>Magisterial District Courts</b>											
# of Referall by Month 2019 - 2020 School Year											
July-2019	Aug-2019	Sept-2019	Oct-2019	Nov-2019	Dec-2019	Jan-2020	Feb-2020	Mar-2020	April-2020	May-2020	June-2020
153	107	332	419	332	340	370	371	223	Closed	152	142

<b>Juvenile Section of the Family Division of the Court of Common Please</b>											
# of Referall by Month in 2019											
Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
222	168	197	219	203	150	145	137	199	244	171	210