

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

RFP for Self-Care and Social Exposure Program for Children and Youth Involved in CYF

June 1, 2016

10.) Will the County consider supporting a transportation case aid position within the separate transportation budget?

Yes, DHS will consider supporting a transportation case aid position.

9.) Will the County offer startup costs for the Program?

No, there are no startup costs for the Program.

8.) Will we be able to submit invoices for fixed monthly staffing and administrative costs regardless of the level of youth participation?

DHS will consider all requests for reasonableness and will negotiate fixed staffing and administrative costs with the Successful Proposer(s).

May 19, 2016

7.) We are interested in understanding how the successful provider will receive the funding for the program. Will it be grant funded, reimbursement, other?

The Successful Proposer(s) will receive funding for the Program through reimbursement.

May 18, 2016

6.) Does the total budget include the cost of all supplies?

See question 2. The budget is \$466,200 and is inclusive of all supplies.

5.) Where is the primary residence of the dependent children the RFP is targeting aside from Allegheny County (i.e. specifically foster care, biological families, or kinship)?

Participants in the Program will reside predominately in out-of-home placements such as foster homes or congregate care.

May 13, 2016

4.) What are the demographics of the targeted Participants? (i.e., number of Participants in each age group, type of placement).

DHS estimates that approximately 650 Participants will be 11 years old or younger and approximately 650 Participants will be 12 years old or older. All Participants will be involved in CYF and can be in foster home or congregate care placements or with a licensed kinship care provider.

3.) Is it the responsibility of the Successful Proposer to provide transportation to services, activities and workshops?

Yes, Successful Proposer(s) must coordinate or provide transportation to services, social activities and workshops. DHS will provide the Successful Proposer(s) with a separate allocation to support transportation. The transportation allocation is separate from and in addition to the \$466,200 annual budget. Proposers may submit a budget in their Proposal that includes expected transportation costs. The transportation allocation can be negotiated.

2.) On page 8, part D – regarding the budget, the RFP states, “DHS will fund staff and overhead costs for successful proposer AND provide funding for quarterly workshops and social exposure activities with an annual budget of \$446,200.” Is it correct to interpret that the \$446,200 is all inclusive of services, supplies, staff, overhead, workshops and activities?

Please note that there is a typo in the RFP. In *The Basics*, the budget is listed as approximately \$466,200. However, in *Section 3.1: What we are buying and why, D. Service Providers & Budget*, the budget was listed as approximately \$446,200 and is incorrect. See the amendment at the bottom of this Q&A document. The RFP for download on our website is now corrected. The budget is \$466,200 and is inclusive of services, supplies, staff, overhead, workshops and activities.

May 10, 2016

1.) In the RFP an annual cost of \$200 (ages 0-11 yrs.) and \$400 (12-21 yrs.) are provided for products and services per child. This approaches the total annual budget of \$446,200. For our proposal, we are assuming that this is the cost for 1,000-1,300 children for beauty supplies and services. Is the RFP then for managing this budget and ensuring that the children receive the outlined services?

The RFP is seeking Successful Proposer(s) to manage Program services and budget. There is no cap on administrative expenses, and all requests will be considered for reasonableness.

Amendments

May 13, 2016

On Page 8 of the RFP, we corrected a typo in the budget:

DHS will fund staff and overhead costs for Successful Proposer(s) and provide funding for quarterly workshops and social exposure activities. Total annual budget is approximately ~~\$446,200~~ **\$466,200**.