

Allegheny County
Department of Human Services
Request for Proposals Q&A
RFP for Truancy Intervention Program: Parents and Children Together (PACT)

May 23, 2017

1) How will this program be funded; per diem, program funded, hourly?

As stated in RFP section 2.5, PACT will be program funded for the first year. After that, DHS will explore the possibility of converting to fee-for-service funding.

2) Will DHS take into consideration for training time for the program, and will DHS be involved in the training process. (i.e., will all the teams go through the training at the same time, or as they are ready to do it?)

Yes, DHS will take into consideration time for training and will be involved in the process.

3) How many cases were referred to the child welfare agency with chronic truancy?

There were 484 referrals in FY15-16 that included at least one allegation of truancy. Fifty-four percent of those referrals included only truancy, while 46 percent included truancy and at least one other allegation.

4) How many cases do you expect for next year?

As stated in RFP section 2.1, The Successful Proposer(s) should be prepared to serve elementary, middle and high school age students and their families. DHS expects to receive approximately 500 referrals and that 80% of families will agree to participate. The Successful Proposer(s) will serve approximately 400 families.

5) How will the regions be separated for the providers, if more than one provider is selected?

Currently we do not know this. It will be determined through the evaluation process and program planning process.

May 25, 2017

6) The proposal mentions "therapist." What are the staffing requirements for education and experience in the field?

The PACT team will follow the Homebuilders® staffing requirements:

Therapists: must have a graduate degree in social work, psychology, counseling, or a closely related field; or a bachelor's degree in social work, psychology, counseling, or a closely related field *and* at least two years of experience working with children and families. PACT requires that the therapists providing direct services to families live within close proximity of the families being served. Generally, therapists

are prohibited from having a second job unless it can be demonstrated that the position will not impact the individual's 24 hour/day availability.

Supervisors: must have a graduate degree in social work, psychology, counseling, or a closely related field *and* at least two years of experience working with children and families; or a bachelor's degree in social work, psychology, counseling, or a closely related field *and* at least four years of experience as a therapist. Supervisors with at least one year of supervisory experience are preferred. The supervisor will receive referrals 24 hours a day, seven days per week. The supervisor will be available 24 hours a day, seven days a week to client families, and to therapists for consultation and support, as well as to provide back-up coverage.

Program Managers: must have at least two years supervisory/management experience *and* have at least four years providing direct services to families, preferably intensive in-home services. The program manager will be available to the supervisor 24 hours a day, seven days a week for consultation and support, as well as to arrange coverage when the supervisor is unavailable. The program manager will also provide client back-up for supervisor whenever needed.

7) What is the education level for therapists?

See question six.

8) What work background/years of experience does the County ask regarding the therapists?

See question six.

9) What is the education level for the supervisor?

See question six.

10) What work background/years of experience does the County ask regarding the supervisor?

See question six.

11) Please clarify/further expand on what this second question in the #9 RFP Response Form is asking, "What role, if any, will lived experience with public systems play in your hiring process?"

This is referring to RFP section 2.2, H, Inclusivity. DHS encourages the Successful Proposer(s) to staff the PACT Team with individuals who have lived experience with public systems and reflect the population and communities that they serve.

12) Are there minimum education and/or experience requirements for the PACT therapists?

See question six.

May 30, 2017

13) Is an indirect rate allowed in the budget?

Yes.

14) If an indirect rate is allowed, at what percent?

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

15) Do current providers of truancy programs have to apply to this RFP?

Yes.

16) Should a provider offer other interventions in addition to those suggested in the RFP?

Yes, other interventions can be offered depending on a family's issues and the needs of the children in the family.

17) The RFP states that the NCFAS assessment tool will be utilized. Will CANS or any other assessment tool also be utilized?

The CANS is done mostly for children in placement. If a child is in shelter or in out of home care, they will have a CANS assessment.

18) Is the 90 day service involvement considered 90 calendar days OR 90 school days?

It is 90 calendar days.

June 2, 2017

19) Could you elaborate on the PACT program?

PACT is a promising practice based on the Homebuilders® in home model developed by the Institute for Family Development. For more information about PACT, please see the Institute for Family Development's website: http://www.institutefamily.org/programs_PACT.asp.

20) Does fidelity to the PACT program design mean that an *identical* program must be proposed or would a program with reasonable differences also be considered?

Fidelity to the PACT means the Successful Proposer(s) will implement the model.

June 8, 2017

21) Are you looking for a proposal to serve all of Allegheny County?

Yes.

22) Does DHS have established qualifications for a therapist?

See question six.

23) In developing the budget, under the PACT site development start-up, consultation and technical assistance is listed at \$15,400. Then, under Office and Operational Expenses, there is a line item here too "Model Fidelity/Consultation." Is this an additional \$15,400?

Appendix A is a sample of expected training and consultation costs to support one PACT team over a one-year period. Proposers may use it to assist with completion of the "PACT Site Development Budget" section of the budget template.

24) How will the referral process work? How will referrals for the Truancy Program be differentiated from Homebuilders referrals?

PACT and Homebuilders are different services. Referrals for this truancy program will be specifically for PACT. The Successful Proposer(s) will accept referrals either directly from KIDS or from a paper process.

25) Why is PACT not being added on to current Homebuilders contracts?

DHS decided to award the PACT contract through an RFP because PACT and Homebuilders are different services. It is a DHS goal to provide new contracting opportunities through RFP solicitations.

26) The RFP refers to "more complicated cases." What does that mean? How will the "more complicated cases" be identified?

"More complicated cases" refers to situations where there are multiple issues impacting the family that results in the child missing school. Examples include a situation where a young person has had difficulty engaging in school for many years or a situation where a child has missed a full school year due to unresolved family concerns. Families may be involved in multiple systems and may have multiple reasons that complicate school engagement for the child.

June 14, 2017

27) Per the RFP one PACT team is expected to serve 400 youth and families annually, with an average length of stay of 90 days. That would be approximately 100 youth at a time, with 4 therapists each carrying a caseload of 6-8 families and the supervisor with a small caseload. Calculations based on 8 families x 4 therapists plus 2 families for the supervisor would equal only 34 families per 90 day period, serving 136 families annually. In order to serve 400 annually with the specified caseload, the average length of stay is 30 days. Please clarify.

DHS expects to enter into Agreement(s) with one or more Successful Proposer(s) to staff three PACT teams. The three PACT teams combined will serve approximately 400 families annually.

28) Do the training costs listed in the RFP Appendix A: PACT Site Development Budget include training on the North Carolina Family Assessment Scale (NCFAS)? If not, what is the additional cost that should be added to the budget for the NCFAS?

Appendix A was included in the RFP as a reference of possible training and consultation costs. You may include NCFAS costs in your budget. For more information about costs, visit <http://www.nfpn.org/assessment-tools>.

29) Should the submitted budget be for 12 months and include services provided during the summer months or will PACT services just be provided during the school year?

It is the expectation that PACT services will be provided throughout the summer months to children and families to address the underlying causes or factors related to truancy.