

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

RFP for Residential Programs for Child Welfare-Involved Youth

November 10, 2025

- 1. Will Proposals be accepted that are only for part of a category? For example, only submitting for 2 beds under shelter and not the full 4-8 listed in the “Purpose” section of the “RFP at a Glance.”**

Yes.

- 2. If a proposer wants to provide service in all 4 areas, are 4 proposals required? On page 2 of the RFP’s response form, it asks how many beds we are proposing to provide in each category and wanted to ensure we submitted the correct number of proposals.**

No. Proposers who are interested in proposing multiple services should not submit a Proposal for each proposed service. Instead, Proposers should tailor their responses to account for each of the services they are proposing to provide. For example, if you're proposing to provide shelter and a residential diagnostic program, the responses in your Organizational Experience section should discuss your experience with both services.

Amendment

November 13, 2025

The RFP Response Form has been amended to increase the maximum number of pages your Proposal should be, as outlined in the evaluation criteria.

The amendment is outlined below:

Response Form

REQUIREMENTS

Please respond to the following. The maximum score a Proposal can receive is 105 points. Your response to this section should not exceed **22** pages. (Pages 1-3 are not included in the page count).

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3. Could you please provide the official Commonwealth of PA link for licensing?

Please access the Commonwealth of PA link for licensing here: [Commonwealth of PA – Application for Human Services Licensure](#).

Information Session

November 13, 2025

4. Location requirements? Do these need to be located within Allegheny County?

Proposed site(s) do not have to be in Allegheny County, but strong preference will be given to sites that are within the County or a 45-mile radius of the City of Pittsburgh.

Proposers do not need to include a site recommendation as part of their Proposal. DHS is willing to work with the Successful Proposer(s) to identify a site. The final location of the site(s) will be determined by the Proposals received and site(s) identified by DHS and/or the Successful Proposer(s).

5. With expected award notification(s) to the Successful Proposer(s) in May, is there expectation of a July 1st launch?

We are hopeful to notify the Successful Proposer(s) by May, at the latest. We do not necessarily anticipate a July 1st, 2026, start date and will work with the Successful Proposer(s) to determine a final contract term.

6. Can you clarify 24/7 supervision with youth attending school?

We do not expect the Successful Proposer(s) to have a school on-site or send staff to school with youth. At a minimum, we expect Programs to always have 2 staff on-site for youth who attend school virtually and/or are suspended from school.

7. What are requirements for the organizations? For example, licensing, etc.

Each Successful Proposer is required to be licensed through the state of Pennsylvania and must meet the requirements outlined in [PA Code Title 55, Chapter 3800](#).

8. Will bonfire allow us to submit three different proposals if we want to apply for different options? We are worried that one proposal will not allow a full proposal as word/page count and areas of expertise will be different.

No. Proposers who are interested in proposing multiple services must submit a Proposal with tailor responses to account for each of the services that they are proposing to provide. For example, if you're proposing to provide shelter and a residential diagnostic program, the responses in your Organizational Experience section should discuss your experience with both services.

9. Hearing you say that the location needs to be within 45 minutes of Pittsburgh, this means that out of state programs or not in option, correct?

No. Proposed site(s) do not have to be in Allegheny County, but strong preference will be given to sites that are within the County or a 45-mile radius of the City of Pittsburgh.

10. Can you advise if someone with lived experience expertise on the review committee?

Yes. DHS ensures that our RFP evaluation committee is diverse and includes content experts from within DHS, external organizations, and community members with lived experiences.

11. Is there training expectations for program supervisors? Are there any educational requirements for supervisors and staff?

Yes. Proposers should submit a staffing plan that includes staffing positions, number of staff, hours for each position, qualifications, recruitment, training and performance management, etc.

12. What is the page limit in a response form?

Previously, the RFP Response Form incorrectly stated the page limit was 12 pages. The RFP Response Form was amended to make the page limit 22 pages.

13. Will these programs be fee for service or per diem?

Services will be reimbursed on a per diem basis.

14. Are there requirements for collaboration or partnering with long standing organizations that have been affiliated with DHS?

Collaborative Proposals, in which two or more entities partner to apply together, are permitted. Entities may participate in more than one collaborative Proposal. See Section 4.2.c for details.

15. Should startup funding requests include costs to source and develop facilities or is it expected that the provider will cover infrastructure cost independently of County funding?

Proposers should provide all startup costs that they think are necessary to establish the proposed program(s) in their line-item budget and indicate which costs would not recur in subsequent years. All proposed costs will be considered for reasonableness by DHS, and the final budget and contract terms will be negotiated with the Successful Proposer(s).

16. What is the current per diem rate that you referenced?

The per diem rate will be determined by the PA OCYF based on the Successful Proposer(s)' proposed cost to operate their proposed Program(s).

17. Is there a budget that we should stay within?

DHS is not prescribing a comprehensive budget for the services but instead is interested in reviewing a proposed budget and budget narrative for all costs the Proposer deems necessary for successful operation. Proposers should provide a realistic estimate/justification of costs, including startup costs, if applicable. All proposed costs will be considered for reasonableness by DHS, and the final budget and contract terms will be negotiated with the Successful Proposer(s).

18. Are startup costs billable? Is there a cap on startup cost?

Yes, you may propose start-up costs. All proposed costs will be considered for reasonableness by DHS, and the final budget and contract terms will be negotiated with the Successful Proposer(s).

19. Is there an anticipated average and/or maximum award amount?

No. All proposed budgets will be considered for reasonableness by DHS, and the final budget and contract terms will be negotiated with the Successful Proposer(s).

20. If you are currently providing a portion of what the RFP is seeking and contracted with CYF, yet seeking to expand those services onto an existing contract, should we submit a response to the RFP or work internally with the County internally?

Yes, you should submit a proposal.

21. What are the baseline expectations for a home or facility to be considered placement ready program?

To be considered placement ready, Proposers must meet the Commonwealth of Pennsylvania's licensing standards and comply with [PA Code Title 55, Chapter 3800](#) regulations for the residential program(s) that they are proposing to provide.

22. If a provider is already offering similar services, should we just use that structure?

If your organization feels your service structure aligns with the requirements that DHS has outlined in the RFP, then you are welcome to propose a similar structure.

23. Are staff ratios different for each setting or will it be in compliance with 3800 regs?

Yes, staff ratios will differ per Program.

24. \$332.40 is the published per diem rate found on Google when searching for current rate for Allegheny County for teens. Should that rate be the referred to as a reference for a proposal?

No. The per diem rate will be determined by the PA OCYF based on the Successful Proposer(s)' proposed cost to operate their proposed Program(s).

25. We currently contract with CYF to provide independent living to teens in the foster care system. We're seeking to propose for the transitional living residences. Should we contact CYF to expand on this or submit a proposal?

Yes, you should submit a proposal.

26. Can you confirm how the RFP budget should handle facility cost? Should we plan to purchase, rent or otherwise source them?

Proposers should list all costs applicable for implementing and operating each Program that they are proposing to provide. All proposed budgets will be considered for reasonableness by DHS, and the final budget and contract terms will be negotiated with the Successful Proposer(s).

27. Are staff ratios being considered in the budget proposals?

Yes. Proposers should list all costs applicable for implementing and operating each Program that they are proposing to provide. All proposed budgets will be considered for reasonableness by DHS, and the final budget and contract terms will be negotiated with the Successful Proposer(s).

28. Can you clarify - is the inability to submit 3 separate proposals due to a bonfire issue or DHS requirement to condense language to 12 pages?

In our effort to mitigate redundancy for Proposers and confusion for evaluators during our DHS Procurement process, we are requesting for Proposers to condense their responses for each program they are proposing into one proposal.

Previously, the RFP Response Form incorrectly stated the page limit was 12 pages. The RFP Response Form was amended to make the page limit 22 pages.

29. Are all four programs being reviewed by the same review team?

DHS will establish the most appropriate evaluation team(s) during our DHS Procurement process and ensure that each Proposal is evaluated in a fair and equitable manner to determine the Successful Proposer(s) for each residential program.

30. Does the letter of supports count towards the page limit?

No.

November 25, 2025

31. In the RFP, it notes that DHS makes the final decision for the acceptance of a young person into each Program. How will this be managed when thinking about the criteria for a specific Program? Does DHS expect to set acceptance criteria for each of the placement options proposed in the RFP or does that lie with the Proposer?

Proposers will need to determine and establish their acceptance criteria for each proposed Program.

Referrals not accepted must include written justification. DHS will review the Successful Proposer(s)' written justification in conjunction with the client's and agency's needs and make the final decision on whether the referral will be accepted or rejected.

32. Is there an anticipated expected length of stay for each Program?

- 1) Shelter Programs: up to 30 days.
- 2) Diagnostic Programs: up to 90 days.
- 3) Intensive Programs: up to 9 months but is dependent on the youth's progress.
- 4) TLR Programs: up to 12 months but is dependent on the youth's progress.

Amendments

December 4, 2025

The Proposal deadline, questions deadline, and last website update deadline 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, November 28 at 3 p.m. Eastern Time	Friday, December 5 at 3 p.m. Eastern Time
Last Website & Q&A Update	Thursday, December 4 at 6 p.m. Eastern Time	Thursday, December 11 at 6 p.m. Eastern Time
Deadline for Proposals	Thursday, December 11 at 3 p.m. Eastern Time	Thursday, December 18 at 3 p.m. Eastern Time

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

December 11, 2025

33. In the RFP, under Q6, parts b and c refer to:

Describe your organization's plan for providing mental health and substance use services to youth and/or your organization's commitment to collaborating with community mental health and substance use providers to connect youth to the following levels of care, at minimum, where indicated in their treatment plan:

- a. Outpatient Services**
- b. Intensive Outpatient Program (IOP)**
- c. Partial Hospitalization Program (PHP)**

Could you please confirm whether parts b and c (IOP and PHP) apply to Proposers for Transitional Living Residencies (TLR)?

Yes. While rare, those levels of care can be prescribed to youth in TLR.