

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

RFP for a Temporary Housing Program for People with Acute Mental Health Needs

Amendments

September 25, 2024

The following amendments have been made to the RFP:

Section 2: What We Are Looking For

A Target Population

Referrals may be entered into ~~DHS' Synergy Application~~ by any of the following:

Referrals may be **made** by any of the following:

C. Housing Support Services

Client self-pay: Our expectation is that Clients will contribute 30% of their income to the Program, which is similar to the cost of other housing options such as Permanent Supported Housing (PSH). Since most Clients will be eligible for SSI or SSDI, this will be around \$3,000 per annum (30% of \$841 per month). The Successful Proposer(s) will be responsible for collecting Client self-pay.

~~In some cases, Clients who have been in long term care or other institutional settings might be waiting for their SSI/SSDI to arrive. The Successful Proposer(s) must ensure that Clients backpay any rent owed once the SSI/SSDI comes through. DHS will work closely with the Successful Proposer(s) to ensure that Clients pay rent that is owed.~~

Info Session

October 1, 2024

1. Will referrals go through Synergy? If so, how can a low vacancy rate be guaranteed?

Yes. We anticipate keeping the vacancy rate low through increased monitoring and internal improvements to the referral process, including increasing the speed with which a person is referred and placed, and working with providers to identify and resolve barriers throughout the process.

2. When we receive a referral, will we receive the Mental Health-Allegheny Housing Assessment (MH-AHA) score as well as the criteria?

No. DHS will continue to utilize its data-driven model to support prioritizing Clients' placement in the Program. For more information on this data-driven approach please see the following: https://www.alleghenycountyanalytics.us/wp-content/uploads/2020/09/23-ACDHS-13-MH-AHA-MethodologyReport_v1.pdf.

DHS will not provide individual scores because they won't be helpful in providing housing supports. However, DHS can work with the Successful Proposers and the treatment team to understand the services in place for each individual and any previous challenging behaviors. This is the kind of information that will help to support Client wellbeing.

3. Does OBH include people with lived experience on their evaluation committees?

Yes, DHS includes evaluators with lived experience on our evaluation committees for our solicitations.

4. Does Allegheny County have or know of any current properties that might be available for this project and do properties need to be ADA compliant?

No, we're interested in reviewing the properties identified by Proposers, and no, properties do not have to be ADA compliant. However, we will prioritize Proposals that offer ADA units/beds.

5. How many total people are you looking to serve with this RFP?

We do not have a specific target. Proposers should propose the full number of individuals they plan to/can serve.

6. Can you give more clarity surrounding the preference of "apartment style setting? For instance, can three individuals live in a three-bedroom apartment?

Yes. Proposers may propose the housing model they believe will work best. This can include 3 individuals sharing a 3-bedroom apartment or other arrangements that follow relevant local/state requirements. The statement in the RFP regarding preference was simply to indicate our experience with Client preferences. Clients are more likely to turn down Group Home type settings.

7. Do we need to have site control of the property at the time of submission?

No, the facility you've identified for the Program (owned, leased or rented) does not have to be in your control by the time of your submission, however, your response describing

your identified facility should indicate when it will be. The facility must be in your control before the implementation of services.

8. Regarding putting together a budget and budget narrative, what and how much can we consider possible income from the state Medicaid insurances?

More information regarding Medicaid compensable services is available [here](#). Proposers that offer Medicaid compensable services will be reimbursed at the State or negotiated rate.

9. What are typical permanent housing options for the individuals enrolled in the temporary program? Will most have the goal of independent housing? Is there a voucher component or collaboration with the housing team?

Clients will exit to a variety of places/independent living housing arrangements. Successful Proposers will be expected to coordinate with the Client's treatment team to support successful graduation from the Program.

10. Would you accept program models that would look at when the six-to-12-month time frame is up and a Client hasn't moved, the lease then gets transitioned into the individual's name?

Yes, as long as the Successful Proposer can replace any bed that would become permanent with a new bed at the same rate. Any bed that becomes permanent will no longer be paid for by DHS.

Requests for additional time for individuals who may need it can be made to DHS on an as-needed basis.

11. Is there a cap on administrative/indirect costs?

Yes, administrative expenses are not to exceed 10% of the total budget.

12. What is the typical costs per bed of CRR?

The county has estimated that operating a CRR bed costs within the range of \$21,000-\$31,000. This includes staffing costs, rental and other property related expenses and overhead.

13. Is start-up funding available?

Startup funding may be available. All proposed costs will be considered for reasonableness, and the final budget and contract terms will be negotiated with the Successful Proposer(s).

14. Is there a specific area of Allegheny County you prefer this to be located?

No, but the facility must be in Allegheny County, and we prefer locations close to public transportation and other amenities. Locations close to public transportation will be given priority.

15. Would you be open to providers pitching housing with different levels of staffing?

Yes, as long as the cost per bed does not exceed \$21,000 to \$31,000.

16. Is OBH willing to participate in community engagement in the area the provider selects with them?

DHS will provide support to help Successful Proposers engage with the community, however, we're interested in Successful Proposers who understand, embrace and can navigate the challenges of building strong relationships with and within the community(ies) they serve.

17. Would most participants to be served through this RFP be of a level of functioning that they could be supported with minimal staffing?

A range of staffing can be proposed for this Program (please see Section 2: What We're Looking For) depending on the level of service you plan to provide. To ensure that Clients will receive the appropriate level of care and intensity of treatment and peer support to meet current needs, Community Care Behavioral Health will conduct a review of each Client's treatment plan and adherence prior to placement in the Temporary Housing Program.

18. Does a CRR Licensed program have separate funding in addition to the allotted funding for this RFP?

No, CRR Licensed programs are fully funded by county dollars. DHS expects to support total Program budgets with an annual per-bed cost ranging from \$21,000 to \$31,000. All proposed costs will be considered for reasonableness, and the final budget and contract terms will be negotiated with the Successful Proposer(s). DHS will not provide additional funding outside of the contracted amount.

October 11, 2024

1. Do all of the properties need to be ADA compliant?

No, properties do not have to be ADA compliant. However, we will prioritize Proposals that offer ADA units/beds.

2. Does Allegheny have or know of any current properties that might be available for this project?

No. We are interested in reviewing the properties identified by Proposers.

3. What is the acuity of participants and their ability to be successful with minimal staff support?

Clients are typically individuals with a serious mental illness who have recently experienced hospitalization or longer-term care and need support while they stabilize. Please see page 7 of the RFP for more extensive information on Clients served in this Program. The Behavioral Health treatment plan for each individual will vary based on the individual's needs.

A range of staffing can be proposed for this Program (please see Section 2: What We're Looking For) depending on the level of service you plan to provide. DHS will assign Client referrals to Successful Proposers based on the level of care required and provided.

4. How much startup funding is available?

Proposers should propose the startup costs you feel necessary to implement the Program successfully. All proposed costs will be considered for reasonableness, and the final budget and contract terms will be negotiated with the Successful Proposer(s).

5. The RFP indicates multiple proposers could be awarded a contract. Is there a target for the number of program participants we can/should propose to serve?

No, we do not have a specific target. Proposers should propose the full number of individuals they plan to/can serve.

6. Is there an area of Allegheny County that you would prefer this program to be located?

The Program must be in Allegheny County, and we prefer locations close to public transportation and other amenities. Locations close to public transportation will be given priority.

7. If the program needs to be licensed as a CRR, will the program be expected to function as Partial Care CRR? Would our proposed program and budget need to reflect staffing levels required for a Partial Care CRR (assuming this is what the proposed temporary housing program would fall under)?

If a Program needs to be licensed as a CRR, it may be a partial or a full license, and the Program will operate as such. If the Program will be licensed as a full CRR, then the proposed budget should reflect staffing complements consistent with the licensing requirements. DHS and the State will work with Successful Proposers to determine if a CRR license is required.

October 22, 2024

8. Can the provider be a start-up service?

Anyone, including but not limited to non-profit organizations, for-profit organizations, small businesses and individuals, is eligible to submit a Proposal in response to this RFP. Proposers do not need to have an existing contract with Allegheny County to apply, but they must meet all of Allegheny County's contractual requirements (see Section 6: Contract Requirements for Successful Proposers) and have the programmatic, financial and staffing capabilities to provide the Contracted Services.

9. Can the provider have operated a nursing home in the past, but closed due to COVID-19, which may have impacted their financial statement?

A proposer such as this is welcome to apply. An evaluation committee will review all proposals and arrive at a consensus on which Proposer(s) they believe can best provide the Contract Services in response to the RFP.

10. Can the necessary capacity be hired and added to the proposal, or can the necessary capacity be added after the proposal is accepted?

Proposers must propose an appropriate staffing plan for the number of individuals they plan to serve and demonstrate the capacity to recruit, hire and train high quality, diverse staff. Successful Proposers must have the appropriate level of staff hired prior to the implementation of services.