



COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

EC LEG JUN 17 '22 PM 12:21

June 17, 2022

Erie County Legislature
92 Franklin Street – Fourth Floor
Buffalo, New York 14202

RE: Department of Social Services – American Rescue Plan Omnibus Spending Package – the “RENEW Plan”

Dear Honorable Members:

The Department of Social Services wishes to formalize the American Rescue Plan Omnibus Spending Package – the “RENEW Plan”. This proposed resolution authorizes the Department of Social Services to enter into contracts with Catholic Charities, International Institute, Journey’s End, Jewish Family Services, Center for Elder Law, and Saving Grace Ministries, Inc. to implement programming described in COMM. 13E-15 (2021).

Should your Honorable Body require further information, I encourage you to contact Commissioner Marie Cannon at the Department of Social Services. Thank you for your consideration of this request.

Sincerely yours,

Mark C. Poloncarz, Esq.
Erie County Executive

MCP/mmk
Enclosure

cc: Commissioner of Social Services Marie Cannon

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Erie County Department of Social Services
Re: Department of Social Services – American Rescue Plan Omnibus Spending Package – the “RENEW Plan”
Date: June 17, 2022

SUMMARY

On March 11, 2021 President Biden signed into law the American Rescue Plan (ARP). This legislation contains a wide array of stimulus and recovery funding designed to ensure the nation’s swift economic and public health recovery from COVID-19. Your Honorable Body approved this spending plan in COMM. 13E-15.

Under the “RENEW Plan” the Department of Social Services was awarded \$125,000 to provide legal support for older adults, \$50,000 in interpreter and language access services, \$100,000 for technical upgrades to Resettlement agencies, and \$1,000,000 to provide grants to shelters to make necessary upgrades needed to recertify. It is recommended that the Erie County Legislature approve this resolution to enter into contracts with the following organizations –Center for Elder Law \$125,000 to provide legal support for older adults, International Institute \$50,000 to provide interpreter and language access services, Catholic Charities \$25,000, International Institute \$25,000, Jewish Family Services \$25,000 and Journey’s End \$25,000 for technical upgrades. The Department of Social Services released a Request for Proposal (RFP) for organizations to provide the necessary repairs to homeless shelters in order to make them certifiable under the new regulations. Based on the response for this RFP we would like to contract with Saving Grace Ministries to complete repairs in the amount of \$261,500 to make their shelter certifiable.

FISCAL IMPLICATIONS

Funding for this project has been allotted within the Erie County 2022 Adopted Budget.

REASONS FOR RECOMMENDATION

The American Rescue Plan Omnibus Spending Package – the “RENEW Plan” provides a wide array of stimulus and recovery funding designed to ensure the nation’s swift economic and public health recovery from COVID-19. These funds must be encumbered by December 31, 2024 or returned to the U.S. Treasury which would cause a loss of needed services throughout Erie County.

CONSEQUENCES OF NEGATIVE ACTION

Any ARP funds not encumbered by December 31, 2024 must be returned to the U.S. Treasury. Execution of these contracts will ensure that funding stays in Erie County.

STEPS FOLLOWING APPROVAL

The Department of Social Services will establish contracts with Catholic Charities, International Institute, Journey’s End, Jewish Family Services, Center for Elder Law, and Saving Grace Ministries, Inc.

A RESOLUTION SUBMITTED BY:
DEPARTMENT OF SOCIAL SERVICES

RE: American Rescue Plan Omnibus Spending Package – the “RENEW Plan”

WHEREAS, the American Rescue Plan was signed into law on March 11, 2021; and

WHEREAS, the Erie County Division of Budget presented a plan which was approved by your honorable body with COMM. 13E-15 (2021); and

WHEREAS, funding for these services have been included in the 2022 Adopted budget; and

WHEREAS, the Department of Social Services was awarded funding under this plan in the amount of \$1,275,000 to provide needed services in the community; and

WHEREAS, the Department of Social Services issued a Request for Proposal (RFP) #2022-001VF to seek out Homeless Shelters needing Certification Support; and

WHEREAS, Erie County Department of Social Services desires to contract with Center for Elder Law \$125,000 to provide legal support for older adults, International Institute \$50,000 to provide interpreter and language access services, Catholic Charities \$25,000, International Institute \$25,000, Jewish Family Services \$25,000 and Journey’s End \$25,000 for technical upgrades and Saving Grace Ministries to complete repairs in the amount of \$261,500 to make their shelter certifiable; and

NOW, THEREFORE, BE IT

RESOLVED, that the County Executive is hereby authorized to enter into all contracts necessary to implement these projects relative to the American Rescue Plan – the “RENEW Plan”; and be it further

RESOLVED, that sufficient funding is available for this purpose in the 2022 Adopted Budget in Fund Center 110 and Accounts 516020, 516425, 516450, and 561410; and be it further

RESOLVED, that the Director of Budget and Management is hereby authorized to make any additional budget adjustment which may be required in order to match expense with Federal funding allocation adjustments, and be it further

RESOLVED, that certified copies of this resolution shall be forwarded to the Erie County Executive, the Commissioner of Social Services, the Erie County Comptroller, and the Director of the Division of Budget and Management.



Department of Social Services

Recommendation for RFP #2022-001VF: Homeless Shelter Certification Support

Date: March 22, 2022

The review panel has completed its task of evaluating the proposals for the above-named RFP. The proposals were graded individually by each panel member as well by Administration as to compliance with the RFP requirements and fiscal compliance/soundness.

Agency	Requested Funding	Recommended Award	Score	Ranking
E & M Housing	\$ 350,000.00		Incomplete Proposal	3
Saving Grace Ministries	\$ 261,500.00	\$ 261,500.00	82.00	1
The Latino Housing Development Corporation	\$ 300,066.00		Incomplete Proposal	2

It is recommended that Saving Grace Ministries provide Homeless Shelter Certification Support Services in Erie County in 2022. Supporting documentation is included in this packet.

The Department of Social Services has complied with all applicable provisions of Section 26.08 of the Erie County Administrative Code.

Program Director Signature <i>Dan Szewc</i> Date: 2022.03.22 14:11:27 -04'00'	Printed Name Dan Szewc	Date
ECOSS Commissioner Signature <i>Marie A. Cannon</i>	Printed Name Marie A. Cannon	Date 3/23/22
Deputy County Executive Signature <i>M. Whyte</i>	Printed Name Maria Whyte	Date 3/31/22

Once reviewed and approved, please return to Carrie Godfrey, Assistant Social Services Program Director at Carrie.Godfrey@erie.gov or Room 867 for processing. Thank you.

I. RFP PROPOSAL REVIEW SCORING MATRIX

RFP #2022-001VF: Homeless Shelter Certification Support

Total Score by Reviewer								
Agency	APP COMPLETENESS	MBWE	Reviewer #1	Reviewer #2	Reviewer #3	Reviewer #4	Reviewer #5	Score
E & M HOUSING	0	0	39	36	0	13	21	21.80
SAVING GRACE MINISTRIES	4	4	69	78	61	72	90	82.00
THE LATINO HOUSING DEVELOPMENT CORPORATION	0	4	0	36	0	22	46	24.80

II. Price and Value Considerations

RFP Fiscal Review

RFP Title: 2022-001VF: Homeless Shelter Certification Support

Agency Name	Requested Amount	Does the proposal include the correct fiscal form?	Is each table on the fiscal forms complete?	Did the proposer use the correct units of service?	Does the proposal include the most recent Audit report prepared by an independent CPA?	Does the proposal include the current listing of Officers and Board of Directors?	Does the proposal include the most recent Management Letter?	Was the proposal signed by the principal officer?	Score
E & M HOUSING	\$ 350,000.00	Yes	No	No	N/A	N/A	N/A	Yes	
SAVING GRACE MINISTRIES	\$ 261,500.00	Yes	No	No	N/A	N/A	N/A	Yes	
THE LATINO HOUSING DEVELOPMENT CORPORATION	\$ 300,366.00	Yes	No	No	N/A	N/A	N/A	Yes	

Agency Name	Were any issues disclosed in the Audit or Management Letter?	Other Comments/ Issues/Fiscal and Cost Considerations
E & M HOUSING		NJ based Company, Does not show Shelter Address
SAVING GRACE MINISTRIES		Looks OK
THE LATINO HOUSING DEVELOPMENT CORPORATION		Looks OK

Agency Name	Requested Amount	Salaries**	Fringe Benefits	Fringe Benefit % of Salary	Program Expense	Administrative Costs	Administrative Costs % of Program Cost*	In-Kind Donations	Unit of Service	Number of Units to be Served	Cost per Unit of Service
E & M HOUSING	\$ 350,000.00								30	30	\$ 11,650.00
SAVING GRACE MINISTRIES	\$ 261,500.00								BEDS	34	\$ 8,972.16
THE LATINO HOUSING DEVELOPMENT CORPORATION	\$ 300,666.00								2080	3600	\$ 83.55