



# COUNTY OF ERIE

**MARK C. POLONCARZ**

COUNTY EXECUTIVE

2025 JAN 10 10:25 AM 3:06

January 10, 2025

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

**RE: Department of Social Services – Shelter Improvement Plan**

Dear Honorable Members:

The Department of Social Services requests authorization to enter into contracts with The Altamont Program, Inc. and My Place Home for the Homeless Shelter, Inc. to provide funding to make necessary improvements. These improvements are needed to bring their shelter up to code to become Certified. This proposed resolution will use funding that was included in the 2023 Year-End Budget Balancing Amendments and Designations COMM 8E-4 (2024).

Should your Honorable Body require further information, I encourage you to contact Commissioner Karen Rybicki 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 Karen Rybicki

## **MEMORANDUM**

**To:** Honorable Members of the Erie County Legislature  
**From:** Erie County Department of Social Services  
**Re:** Department of Social Services – Shelter Improvement Plan  
**Date:** January 10, 2025

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### **SUMMARY**

Under the Shelter Improvement Plan the Department of Social Services was awarded \$1,000,000 to provide grants to shelters to make necessary upgrades needed to recertify. The Department of Social Services released a Request for Proposal (RFP 2024-032VF) for organizations to provide the necessary repairs to homeless shelters in order to make them certifiable under the new regulations. Based upon the responses for this RFP we would like to contract with The Altamont Program, Inc. in the amount of \$182,750 and My Place Home for the Homeless Shelter, Inc. in the amount of \$267,090 to complete repairs to make their shelter certifiable.

### **FISCAL IMPLICATIONS**

Funding for this project has been allocated within the 2023 Year-End Budget Balancing Amendments and Designations.

### **REASONS FOR RECOMMENDATION**

A nationwide shortage of deeply affordable housing drives homelessness. Decades of inadequate investments in housing has caused rent burdens to steadily increase over the years. To reverse this long-term trend and end homelessness, policymakers must make significant investments to ensure that all people have deeply affordable and safe housing.

### **CONSEQUENCES OF NEGATIVE ACTION**

The Erie County Department of Social Services will continue to struggle finding placements for our homeless individuals.

### **STEPS FOLLOWING APPROVAL**

The Department of Social Services will enter into contract with The Altamont Program, Inc. and My Place Home for the Homeless Shelter, Inc. to make the necessary upgrades.

A RESOLUTION SUBMITTED BY:  
DEPARTMENT OF SOCIAL SERVICES

RE: Department of Social Services – Shelter Improvement Plan

WHEREAS, the Erie County Division of Budget presented a plan which was approved by your honorable body with COMM. 8E-4 (2024); and

WHEREAS, the Department of Social Services was awarded funding under this plan in the amount of \$1,000,000 to provide grants to shelters to make necessary upgrades needed to recertify; and

WHEREAS, the Department of Social Services issued a Request for Proposal (RFP) 2024-032VF to seek out Homeless Shelters needing Certification Support; and

WHEREAS, Erie County Department of Social Services desires to contract with The Altamont Program, Inc. in the amount of \$182,750 and My Place Home for the Homeless Shelter, Inc. in the amount of \$267,090 to complete repairs to make their shelters certifiable; and

NOW, THEREFORE, BE IT

RESOLVED, that the Erie County Legislature does hereby authorize the County Executive or the Deputy County Executive to enter into contract with The Altamont Program, Inc. in the amount of \$182,750 and My Place Home for the Homeless Shelter, Inc. in the amount of \$267,090 to complete repairs to make their shelter certifiable; and be it further

RESOLVED, that sufficient funds to cover the cost of this contract already exist within the Department of Social Services' 2024 General Fund Budget (Fund 110, Funds Center 120) Account 516039 – Shelter Improvements; and be it further

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

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



Department of Social Services

**Recommendation for RFP 2024-032VF: Homeless Shelter Certification Support**

**Date: October 23, 2024**

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 as by Administration as to compliance with the RFP requirements and fiscal compliance/soundness.

Agency	TOTAL SCORE	RANKING by Score	Requested Amount	Recommended Award	RANKING by Vote
THE ALTAMONT PROGRAM, INC.	69.33	1	\$ 182,750.00	\$ 182,750.00	1

It is recommended that the above listed agency receive funding for homeless shelter certification support. 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.

<i>[Signature]</i> Program Director Signature	Dan Szewc Printed Name	10/23/24 Date
<i>[Signature]</i> Commissioner Signature	Karen Rybicki Printed Name	10/24/24 Date
<i>[Signature]</i> Deputy County Executive Signature	Lisa Chimera Printed Name	10/24/24 Date

Once reviewed and approved, please return to Carrie Godfrey, Assistant Social Services Program Director, Rath 887 for processing. Thank you.



Department of Social Services

**Recommendation for RFP 2024-032VF: Homeless Shelter Certification Support**

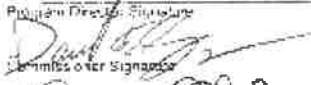


**Date: November 14, 2024**

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 as by Administration as to compliance with the RFP requirements and fiscal compliance/soundness.

Agency	TOTAL SCORE	RANKING by Score	Requested Amount	Recommended Award	RANKING by Vote
MY PLACE HOME FOR THE HOMELESS SHELTER, INC	69.33	1	\$1,010,960.00	\$ 267,090.00	1

It is recommended that the above listed agency receive funding for homeless shelter certification support. Supporting documentation is included in this packet.

The Department of Social Services has complied with all applicable provisions of Section 28.08 of the Erie County Administrative Code

Program Director Signature 	Printed Name Dan Szewc	Date 11/14/2024
Committee Member Signature 	Printed Name Karan Rybicki	Date 11/14/2024
Deputy County Executive Signature 	Printed Name Lisa Chimera	Date 11/19/24

Once reviewed and approved, please return to Carrie Godfrey, Assistant Social Services Program Director, Rath 887 for processing. Thank you



Department of Social Services

**RFP 2024-032VF: Homeless Shelter Certification Support**

Agency	APP COMPLETENESS	MBWE	Reviewer #1	Reviewer #2	Reviewer #3	Average
EMPOWERMENT TEMPLE	4	No	61	60	71	64.00
MY PLACE HOME FOR THE HOMELESS SHELTER, INC	4	No	64	70	74	69.33
THE ALTAMONT PROGRAM, INC.	4	No	66	56	86	69.33
UNITED CHURCH HOME	4	No	49	81	29	53.00