



COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

July 2, 2025

Erie County Legislature
92 Franklin Street, 4th Floor
Buffalo, New York 14202

Re: Authorization to award Horizon Health Services Inc. funding related to their response to the Request for Proposal and to enter into a contract for related services

Dear Honorable Members:

Please find attached a resolution requesting legislative authorization to award Horizon Health Services Inc., \$303,361 in funding related to their response to the Request for Proposal (RFP), entitled Court Based Mental Health Navigator-RFP# 2025-031VF.

Attached for your Honorable Body's review is a summary of the rationale for the Court Based Mental Health Navigator proposal being selected and the template of the scoring matrix used during the review process.

If your Honorable Body requires any further information, please contact Commissioner Sarah Bonk at the Department of Mental Health. Thank you for your consideration of this request.

Sincerely yours,

A handwritten signature in blue ink that reads "Mark C. Poloncarz".

Mark C. Poloncarz, Esq.
Erie County Executive

MCP/jg/dvs
Enclosure

cc: Sarah A. Bonk, Commissioner

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Erie County Department of Mental Health
Re: Authorization to award Horizon Health Services Inc. funding related to their response to the Request for Proposal and to enter into a contract for related services
Date: July 2, 2025

SUMMARY

New York State Office of Mental Health funds available to the Erie County Department of Mental Health (ECDMH) will be awarded and allocated to Horizon Health Services Inc. for the provision of operating a Court Based Mental Health Navigator for those aged 18 and over with a serious mental illness who are appearing in one of the Erie County Courts within the 8th Judicial District with a misdemeanor or non-violent felony and residing in the community or released from incarceration while their criminal case is pending.

FISCAL IMPLICATIONS

The funding for this action in the amount of \$303,361 annually is derived entirely from New York State Office of Mental Health funding and thus no County tax dollars are necessary.

REASONS FOR RECOMMENDATION

A Request for Proposal (RFP), entitled Court Based Mental Health Navigator-RFP #2025-031VF was solicited and a review process, consistent with Erie County Administrative Code, was completed. Upon completion of the review process, which included a satisfactory follow-up meeting with the highest-ranking applicant, Horizon Health Services Inc., the Review and Selection Committee recommended that Horizon Health Services Inc. be awarded the funding to provide the service as outlined in the RFP. Horizon Health Services Inc. was the highest ranked applicant of the four (4) eligible applicants by four (4) of the five (5) Review and Selection Committee members. The fifth member had Horizon Health Services Inc. ranked as the second-best proposal. In addition, by notable margins, Horizon Health Services Inc. also had the highest total points based on rankings, and the highest cumulative score. Horizon Health Services Inc. is also a long-standing accomplished provider in the community that offers a broad network of behavioral treatment services and related supports.

BACKGROUND INFORMATION

The RFP was initiated by ECDMH as a result of funding provided by the New York State Office of Mental Health to ECDMH. The Contract will be by and between the County of Erie and acting by and through ECDMH and Horizon Health Services Inc. Funding will be allocated, and contract compliance will be monitored, through ECDMH.

CONSEQUENCES OF NEGATIVE ACTION

Failure to approve this action would result in the Court Based Mental Health Navigator service not being implemented and therefore not utilize the aforementioned state aid.

STEPS FOLLOWING APPROVAL

A contract by and between the County of Erie and acting by and through the ECDMH and Horizon Health Services Inc. will be initiated to include this service, and the ECDMH will monitor this provider's program operations, performance goals and contract compliance activities as it pertains to this service. Initial year funding will be appropriately pro-rated to the date of startup.

**A RESOLUTION SUBMITTED BY:
DEPARTMENT OF MENTAL HEALTH**

Re: Authorization to award Horizon Health Services Inc. funding related to their response to the Request for Proposal and to enter into a contract for related services

WHEREAS, the Erie County Department of Mental Health is responsible for the delivery of a comprehensive range of mental health and chemical dependency services for the residents of Erie County; and

WHEREAS, the Erie County Department of Mental Health received an increase in annual State Aid from the New York State Office of Mental Health in the amount of \$303,361 for the provision of the Court Based Mental Health Navigator service; and

WHEREAS, the Erie County Department of Mental Health solicited a Request for Proposal for the provision of Court Based Mental Health Navigator service; and

WHEREAS, after conducting a review process, Horizon Health Services Inc. as the highest-ranking applicant, was recommended by the Selection Committee to be the recipient of the RFP award and subsequently approved by the Deputy County Executive; and

WHEREAS, a budget appropriation needs to be created for Horizon Health Services Inc. not to exceed \$303,361 in fiscal year 2025; and

WHEREAS, no additional County funds are necessary for this request.

NOW, THEREFORE, BE IT

RESOLVED, that the Erie County Legislature hereby authorizes the County Executive or Deputy County Executive to enter into contract with NYS OMH to accept \$303,361 in State Aid and amend the Department of Mental Health (Fund 110, Funds Center 12410) 2025 General Fund Budget as follows:

Mental Health, Business Area 124
Fund 110, Funds Center 12410

REVENUES

406830 – State Aid – Mental Hlth II
TOTAL

CHANGE

\$303,361
\$303,361

APPROPRIATIONS

517661 – Horizon Health Services Inc.
TOTAL

CHANGE

\$303,361
\$303,361

and be it further

RESOLVED, that authorization is hereby given for the County Executive or Deputy County Executive to enter into contract with Horizon Health Services Inc., for an amount not to exceed \$303,361 for the period January 1 through December 31, 2025; and be it further


RESOLVED, that authorization is hereby given for the Division of Budget and Management to make any technical adjustments necessary to effectuate this resolution; and be it further


RESOLVED, that certified copies of this resolution will be forwarded to the County Executive's Office, Division of Budget and Management, Comptroller's Office, Department of Law and Department of Mental Health.

Scoring Summary and Recommendation
Court Based Mental Health Navigators
RFP #2025-031VF

Ranking of Applicants										
	Horizon Health Services		Jewish Family Services		Research Foundation		Western New York Independent Living		KEY (Rank=Points)	
Reviewer	Rank	Pts based on Rank	Rank	Pts based on Rank	Rank	Pts based on Rank	Rank	Pts based on Rank	Rank	Points
Reviewer 1-	1	5	2	3	3	1	4	0	Highest Rated	5
Reviewer 2-	1	5	3	1	1	5	4	0	2	3
Reviewer 3-	2	3	1	5	3	1	4	0	3	1
Reviewer 4-	1	5	2	3	4	0	3	1	Lowest Rated	0
Reviewer 5-	1	5	3	1	4	0	2	3		
Total Points Based on Rank (See Key to right of this table.) (Higher total=Higher ranking)										
		23		13		7		4		

Sum of all Reviewer's Scores = Ranked by Total Score	
Applicant	Reviewer Scores
Horizon Health Services Inc.	456
Jewish Family Services	403
Research Foundation SUNY (UB)	378
Western New York Independent Living	350

Respectfully submitted on behalf of the Selection Committee
 John Galea, MS, CRC Selection Committee Chair,
 Assistant Commissioner, Erie County Department of Mental Health
 Signature: 
 Date: 6/6/25

Approval by Sarah Bonk, LMSW
 Commissioner, Erie County Department of Mental Health
 Signature: 
 Date: 6/10/25

Approval by Lisa Chimeri
 Erie County Deputy County Executive
 Signature: 
 Date: 6/6/25