



**Human Resources  
Administration**  
Department of  
Social Services

W-2-196  
Rev. 01/22

**Office of Contracts**

**Gary P. Jenkins**  
Commissioner

**Martha A. Calhoun**  
General Counsel

**Vincent Pullo**  
Agency Chief Contracting  
Officer

150 Greenwich Street  
New York, NY 10007

929 221 6347

August 10, 2022

RE: Emergency Solicitation for  
the DHS City Sanctuary Intake  
Facility

Dear Prospective Proposer:

The New York City Department of Homeless Services ("DHS") appreciates your interest in the Emergency Solicitation for the DHS City Sanctuary Intake Facility pursuant to a declared emergency, issued on August 4, 2022.

Please note: The due date for the submission of electronic applications has been extended to **Thursday, August 18, 2022 at 2:00 pm**

Please find attached Addendum #1 for the above referenced Emergency Solicitation.

Addendum #1 contains:

- **Attachment A:** Attached to this Addendum as "Attachment A" are the revisions to this solicitation. All new language is **bolded and underlined**. Language that is crossed out is being deleted from the solicitation.
- **Attachment B:** Attached to this Addendum as "Attachment B" are the Questions and Answers from the Information Session held on August 8, 2022. **Please note, no further questions regarding this solicitation will be considered.**
- **Attachment C:** Attached to this Addendum as "Attachment C" is the List of Attendees who sign in the chat at the Information Session held on August 8, 2022.
- **Attachment D:** Attached to this Addendum as "Attachment D" are the Presentation Materials from the Information Session held on August 8, 2022.
- **Attachment E:** Attached to this Addendum as "Attachment E" is the Partial List of Proposers. Please note, this list is for informational purposes only and will likely not include all entities who have received the solicitation.

- **Attachment F:** Attached to this Addendum as "Attachment F" is the Proposal Budget Summary Form. If you are interested in obtaining the Proposal Budget Summary Form in Excel format, please send an email to: [ACCContractPlanning@dss.nyc.gov](mailto:ACCContractPlanning@dss.nyc.gov) with your name and email address. Please include the name of the Emergency Solicitation in the subject of the email.

The due date for the submission of electronic applications is **Thursday, August 18, 2022 at 2:00 pm** to [ACCContractPlanning@dss.nyc.gov](mailto:ACCContractPlanning@dss.nyc.gov).

Your organization's email system may have a maximum size limitation for sending of emails. Please be advised that DSS cannot accept email in a size greater than 20 MB.

It is strongly recommended that you send such email with enough time to determine whether the transmission has failed. Also, DSS strongly recommends that you follow up with an email to [ACCContractPlanning@dss.nyc.gov](mailto:ACCContractPlanning@dss.nyc.gov) to confirm that the email was transmitted successfully.

Sincerely,



Vincent Pullo

**Attachment A:**

**Revisions to the Emergency Solicitation for the DHS City Sanctuary Intake Facility**

Please be advised that the subject emergency solicitation is described below. All new language is **bolded and underlined**. Language that is crossed out is being deleted from the emergency solicitation.

**Page 1, paragraph 2, is revised as follows:**

DHS has identified a location for the Facility in midtown Manhattan. Vendors can propose an alternative site, but that site would also need to be located in midtown Manhattan. The current site, and any alternative site offered, will include space for intake and housing for 600 households. The selected vendor will perform all services for the Facility as outlined in this solicitation. These include intake actions, client assessment and ongoing services provision for all clients staying in the Facility. The population served by the selected vendor will be families with children, adult couples, and individual adults. This solicitation is for the Facility only, with proposals due on ~~August 10<sup>th</sup>~~ **by 2:00pm on Thursday, August 18, 2022**. Proposers are advised to be ready, willing, and able to provide services on 24 hours' notice.

**Page 2, paragraph 1, is revised as follows:**

The selected vendor is expected to initiate the provision of services on or about ~~August 15, 2022~~ **August 25, 2022**; however, the proposer should demonstrate how it can open the Facility with 24 hours' notice.

**Page 4, F. Proposal Instructions and Basis of Award, paragraph 1, is revised as follows:**

Interested entities should ~~complete the attached application form and~~ indicate the number of rooms, or the site(s) if applicable, for which it would like to propose services

**Page 5, F. Proposal Instructions and Basis of Award, paragraph 4, is revised as follows:**

If you are interested in applying to provide the above services, please submit your proposal to [ACCContractPlanning@dss.nyc.gov](mailto:ACCContractPlanning@dss.nyc.gov) by ~~August 10, 2022~~ **2:00pm on Thursday, August 18, 2022**. Note that the City will open proposals and score proposals once received and commence services upon DHS' notice to proceed.

## **Attachment B: Questions and Answers from the Information Session**

Please Note: No further questions regarding this solicitation will be considered.

- 1. Question: Do [organizations] have to have 501c3 status to apply and can groups of [organizations] submit a joint proposal (pooling resources and strengths to have a robust service center)?**

**Answer:** For the DHS Intake Facility solicitation, organizations will need an IRS 501(c)(3) determination letter in order to propose on the services. For the DHS City Sanctuary Facilities solicitation, proposers will need to have an IRS 501(c)(3) determination letter to propose on the services to be provided on-site, however If you are a building owner proposing in the operating portion of the contract, you do not need to have a IRS 501(c)(3) determination letter.

- 2. Question: Can multiple [organizations] apply together?**

**Answer:** Yes, multiple organizations can apply together. For the City Sanctuary Intake Facility, there should be a lead proposer and subcontractors can be proposed as part of the proposal team. Please be sure to clearly list each team member's specific role. It's very important that the group members have the organizational capability for this program. Please include an organizational chart that shows how the team (or consortium) would work.

For City Sanctuary Facilities, DHS also anticipate some type of teaming. A membership organization, a consortium of vendors/operators that work together, or an ownership group can propose together in the manner described above.

- 3. Question: We have a network of thousands of CBO partners in NYC for referrals. Are we able to apply for the portion of the RFP focused on connecting to services that [are not] onsite and the data/tracking, or would we need to partner directly with a lead non-profit?**

**Answer:** Please see question 2.

- 4. Question: Can you confirm that a "unit" is a room and that a family or couple or adult will each be housed in a unit or room.**

**Answer:** Yes, a unit is a room

- 5. Question: Do the 150 units need to be located in one location or can you have 100 beds at one site and 50 beds at another location?**

**Answer:** We strongly recommend that proposals that have minimum of 150 units and strongly encourage proposers to spend the time finding a building that has at least 150 units.

- 6. Question: Where can we find the solicitation for the Next Step facilities. I only received notification for the Intake facility procurement.**

**Answer:** Please see the link to HRA contracts website: <https://a069-ppps.nyc.gov/PPPS/PPSPublicWebsite/Pages/RequestForEOI.aspx> HRA/DSS - Doing Business with HRA (nyc.gov). Please click "Request for Expressions of Interest"

- 7. Question: Does the Sanctuary Intake Center have cook on site facilities or will it require Cold & Hold meals to be brought in?**

**Answer:** The intake center will not have a cooking facility, and DHS expects that the proposals will include food. For the other facilities, proposals should include a food within their proposals.

- 8. Question: How soon is the expectation for the first sites to open?**

**Answer:** If selected, vendors should be expected to respond within 24-hours' notice to be operational at their proposed site(s). We anticipate few of sites opening this month once proposals come in.

- 9. Question: Would [there] be a closet or vouchers for them to receive clothing?**

**Answer:** There should be laundry services included in your proposal. Non-for-profits who will be supplying clothing vouchers and/or payment for clothing should include the needed amounts within the proposed budget. Proposers should think along case management linkages and referrals to various organization across New York City that also provide clothing or a combination of both.

- 10. Question: What is the possibility of extending the contract after the first year?**

**Answer:** How far the contracts will extend or whether they would be extended is unclear at this point.

**11. Question: Will these contracts be through HRA or DHS?**

**Answer:** These contracts will be managed through DHS.

**12. Question: Should the meals all meet NYC food standards?**

**Answer:** Yes, all meals must meet NYC Food standards.

**13. Question: Will refrigerated and heating equipment be needed?**

**Answer:** Yes, proposers should provide microwaves for heating meals and refrigerators for meals that are not immediately distributed. All food must be consistent with NYC food standards.

**14. Question: Is there a possible way to get an updated sheet on the organization that would help with donations i.e. Clothing. Since a lot of organizations serve specific people**

**Answer:** Please see Attachment E in this addendum. A list has been provided.

**15. Question: Is there a space where vendors of a specific service can list their services for other entities that are in need that service? i.e. like food?**

**Answer:** If you have access to services such as food, we ask that you include the information in your proposal submission.

**16. Question: Where will DHS open these sites?**

**Answer:** The intake facility site will be located in midtown Manhattan. For the City Sanctuary Facilities, the proposer will propose a site for approval. Please note, the appropriateness of proposed location is subject to DHS review and approval.

**17. Question: With Sanctuary, would [a proposer need to] provide help with jobs?**

**Answer:** Similar to permanent housing, assistance and eligibility will depend on the individual asylum case.

**18. Question: Apologies if this is in the RFP, but what does HRA anticipate will be timeline for individuals and families at Next Step Sanctuary facilities to get permanent housing, and is that dependent on receipt of a decision on their asylum case? What is expected of vendor re: securing permanent housing?**

**Answer:** It is a process contingent upon individual asylum cases and how long clients will need the support of these facilities.

**19. Question: Immediate needs question: Where can we send people right now who are in need of food and clothes while waiting for services to start? (For orgs who are limited on resources). For instance, provide services everyone who comes through the door, however the way work is structured we were not supposed to be giving direct services. Who can they redirect family to?**

**Answer:** DHS provide food, bed, care kit if they are in shelter. Food banks provide food to local communities; a list of food banks is located on the HRA website.

**20. Question: Would there be set aside immigration workers and HRA staff/centers to assist facilities with the clients immediate needs.**

**Answer:** Proposers should include linkages for those type of services.

**21. Question: Will a "City Sanctuary Facility" be given SPS targets or included in the provider's SPS numbers?**

**Answer:** SPS indicators do not necessarily apply here. This program is separate from DHS shelter system. It is tracked differently and has different requirements.

**22. Question: We are nonprofit organization that have been receiving asylum-seekers at Port Authority and we do intake, ensure they are well, get them medical attention if needed, feed them, and get them sorted out to other destinations and/or direct them to shelters (and with assistance from other volunteers, escort them and ensure their intake). We would be one piece of the intake process. We would then hand off asylum-seekers to another group whose expertise and advocacy can provide assistant to being successfully placed in shelters/ or the new housing you are proposing in solicitation #2. Is the contract for intake going to one place and we be a link to them, or do we have to submit an application separately and directly?**

**Answer:** The RFP is for a provider to operate both the intake and the housing of the clients who come through the intake center. Vendors can partner with each other to provide varying parts of the service but there needs to be one lead organization with clear subcontract agreements and responsibilities.



**Attachment C: List of Attendees who signed in the chat at the Information Session held on August 8, 2022.**

Avifel Gutiérrez, Exodus Transitional community, [Agcuevas@etcny.org](mailto:Agcuevas@etcny.org)

Marcus Foxx, Samaritan Daytop Village, [marcus.foxx@samaritanvillage.org](mailto:marcus.foxx@samaritanvillage.org)

Shana McCormick, Relief Access Program for The Bronx (Rap4Bronx) [shana@rap4bronx.org](mailto:shana@rap4bronx.org)

Nitesha Felder, Urban Strategies, Inc. [Nfelder@urbanstrategiesny.org](mailto:Nfelder@urbanstrategiesny.org)

Pelham Bollers. Urban Strategies, [pbollers222@aol.com](mailto:pbollers222@aol.com)

Ewan Johnson, Exodus Transitional Community, [ewan@etcny.org](mailto:ewan@etcny.org)

John M. Harrison, CEO Community Mediation Services [Jharrison@mediatenyc.org](mailto:Jharrison@mediatenyc.org)

Meredith Good-Cohn [meredith.good-cohn@uniteus.com](mailto:meredith.good-cohn@uniteus.com)

Jim Corrigan [corriganj@whitsons.com](mailto:corriganj@whitsons.com)

**Attachment D:** Presentation Materials from the Information Session held on August 8, 2022.

# Asylum Seekers: What do we know?

- More than 4,000 people entered DHS shelter so far.
  - ~100 people each day.
- More than 60% of people are in FWC.
- Households have very limited resources.
- Coming from primarily a range of Central/South American countries.
- Many pathways to NYC:
  - TX and AZ governors to Washington DC, DC nonprofits busing to NYC
  - TX and AZ nonprofits paying for bus tickets.
  - TX starting to send buses to NYC
  - Client choice

# Federal Process

- The federal government begins processing individuals/households at the border and initiates the deportation proceedings process if those individuals/households do not have entry documentation.
  - Some are paroled (granted temporary entry) into the United States, others are not. These determinations are made at the discretion of the border agent.
- Clients typically have appointments to appear at 26 Federal Plaza.
  - MOIA standing up services, including legal support
- Households may be eligible for some benefits after submitting applications for asylum and throughout the asylum process – specific to individual circumstances.
- NYC in discussion with the federal government to improve information flow, resources.

# Additional Information

The NYC Department of Social Services in partnership with NYC Mayor's Office of Immigrant Affairs and its partners in the humanitarian sector will be available to support selected shelter providers with technical and capacity building assistance in serving the unique needs of the asylum seeking population. We refer you to the UNHCR [Border Shelter Toolkit](#) and [Resource Library](#) for initial guidance. While the recommendations and resources contained therein relate to short-term emergency shelter operations at the U.S. Southern Border, the information may provide a useful introduction to the unique needs and realities of asylum seekers, and best practices for optimal shelter design and service provision.

*\*UNHCR is The UN Refugee Agency*

**Attachment E:** Partial List of Proposers.

Please note, this list is for informational purposes only and will likely not include all entities who have received the solicitation.

| <b>Service Partner</b>                                    | <b>Main Contact</b>    | <b>Title</b>                                   | <b>Email</b>                      |
|---|------------------------|--|-----------------------------------|
| 163rd Street Improvement Council, Inc.                    | Cassandra G. Perry     |  | cgperry@163council.org            |
| Acacia Network Housing, Inc.                              | Freddy Matthews        |  | amatthews@basics.inc              |
| Acacia Network Housing, Inc.                              | Lymaris Albors         | CEO  | lalbors@acacianetwork.org         |
| Acacia Network Housing, Inc.                              | Raul Russi             | President                                      | rrussi@acacianetwork.org          |
| Acacia Network Housing, Inc.                              | Jose Rodriguez         |  | jarodriguez@acacianetwork.org     |
| Adhikaar  | Pabitra Khati Benjamin | Executive Director                             | pabitra@adhikaar.org              |
| African American Planning                                 | Matthew Okebiyi        |  | mokebiyi@aapci.org                |
| African Communities Together                              | Robert Agyemang        | New York Director                              | robert@africans.us                |
| African Refuge  | Rev. Judy Brown        | Executive Director                             | jlbrown@africanrefuge.org         |
| African Services Committee                                | Amanda Lugg            | Co-Executive Director                          | amandal@africanservices.org       |
| Alliance for Positive Change                              | Marcy Thompson         | Chief Strategy Officer                         | Marcy@alliance.nyc                |
| American Red Cross  | Tiara Youmans          | Regional Director, Client Service and Recovery | pgudaitis@nydis.org               |
| American Red Cross in Greater New York                    | Denise Bloise          | Community Relations Manager                    | cjocelyn@diasporacs.org           |
| American Red Cross in Greater New York                    | John Waldman           | Regional Senior Director of Government and     | haxford@centrallegal.org          |
| AMPHS   | Mon Yuck Yu            | Executive Vice President & Chief of Staff      | mon.yuck.yu@amphsonline.org       |
| Arab American Association of New York                     | Marwa Janini           | Executive Director                             | marwa@arabamericanny.org          |
| Arab American Family Support Services                     | Kerry Sesil            | Director of Development and                    | kerry@aafscny.org                 |
| Asian American Federation                                 | Joann Yoo              | Executive Director                             | joann.yoo-aafederation.org        |
| Barrier Free Living, Inc.                                 | Paul B. Feuerstein     |  | paulf@bflnyc.org                  |
| BD Hotels   | Richard Born           |  | richard@bdhotels.com              |
| Black Vets for Social Justice                             | Jelani M. Mashariki    |  | jmashariki@bvsj.org               |
| Bowery Residents Committee                                | David Tatum            |  | DTatum@brc.org                    |
| BRC Stabilization Shelter                                 | Nicole McLean          |  | Nmclean@hoteltsq.com              |
| Breaking Ground   | Amie Pospisil          |  | apospisil@commonground.org        |
| Bridge Hotel Group  | Kathryn Dowd           |  | kathryn.dowd@bridgehotelgroup.com |
| Bridging Africa and Black America Incorporated (BABA Inc) | Abdoulaye Cisse        | Executive Director                             | ab.cisse167@gmail.com             |
| Brighton Neighborhood Association                         | Pat Singer             | Executive Director                             | bnapsinger@aol.com                |
| Brooklyn House Hotel                                      | Andre Hammond          |  | andre.hammond@bklynhousehotel.com |
| Bronx Blvd. Hotel   | Dan Turkel             |  | shorn@triumphny.com               |
| BronxWorks  | Tiffanie Dorch         | Director of Health Benefit Programs            | tdorch@bronxworks.org             |
| Bronxworks  | Scott Auwarter         |  | sauwarter@bronxworks.org          |
| Buddhist Tzu Chi Foundation, NE Region                    | Freeman Su             | Executive Director                             | dalicea@cfmny.org                 |

|  |                           |  |   |
|--|---------------------------|--|---|
| CAMBA  | Joanne Oplustil           | President & CEO                                | joanneo@camba.org                             |
| CAMBA  | Valerie Barton-Richardson |  | ValerieB@CAMBA.ORG                            |
| CAMBA  | Claire M. Harding Keefe   |  | ClaireH@CAMBA.ORG>;                           |
| Care for the Homeless  | George Nashak             |  | gnashak@helpusa.org                           |
| Caribbean Womens Health Association                            | Cheryl Hall               | Executive Director                             | chall@cwha.org                                |
| Catholic Charities Community Services                          | Harold Moss               |  | Harold.Moss@catholiccharitiesny.org           |
| Catholic Charities Community Services                          | Alissa Tyghter-Gerald     | Division Director- Community Outreach Services |   |
| Catholic Charities Community Services                          | C. Mario Russell, Esq.    | Director, Immigrant and Refugee Services       | alissa.tyghter-gerald@catholiccharitiesny.org |
| Catholic Charities Community Services                          | Maryann Tharappel         | Attorney in Charge                             | joe@cianainc.org                              |
| Catholic Charities Community Services, Archdiocese of New York | Beatriz Diaz Taveras      | Executive Director                             | AAOHA.ORG@GMAIL.COM                           |
| Catholic Community Relations Council of NYC                    | Joseph Rosenberg          | Executive Director                             | info@CAMBA.org                                |
| Catholic Legal Immigration Network                             | Anna Marie Gallagher      | Executive Director                             | agallagher@cliniclegal.org                    |
| Catholic Migration Services - Brooklyn                         | Richard Slizeski          | Vice President                                 | mario.russell@catholiccharitiesny.org         |
| Center for the Integration and Advancement of New Americans    | Joseph DeMaria            | Chief of Staff                                 | joe@cianainc.org                              |
| Center for Urban Community Services                            | Hadaryah Morgan           |  | Hadaryah.Morgan@cucs.org                      |
| Central American Legal Assistance                              | Heather Axford            | Legal Director                                 | askdrali@gmail.com                            |
| Children's Rescue Fund (CRF)                                   | Orlando Ivey              |  | iveyo@icahnhouse.org                          |
| Children's Rescue Fund (CRF)                                   | Tahisha Salmon Lue Hing   |  | salmont@icahnhouse.org                        |
| Choice Hotels  | Elise Antonelli           |  | Elise.Antonelli@choicehotels.com              |
| Community Housing Innovations, Inc.                            | Ron Abad                  |  | rabad@communityhousing.org                    |
| Comunilife   | Rosa Gil                  | CEO  | rgil@comunilife.org                           |
| Comunilife   | Michael O'Donnel          | COO  | modonnell@comunilife.org                      |
| Comunilife   | Rosa Cifre                |  | Rcifre@comunilife.org                         |
| Council of People's Organization                               | Allan Wernick             | Director                                       | allan.wernick@cuny.edu                        |
| Council of People's Organization                               | Mohammad Razvi            | Executive Director                             | mrazvi@copo.org                               |
| Create Incorporated  | Stephania Fortune         |  | sfortune@gdhny.org                            |
| CUNY Law Community Legal Resource Network                      | Alizabeth Newman          | Director                                       | newman@law.cuny.edu                           |
| Diaspora Community Services                                    | Carine Jocelyn            | CEO/President                                  | cjocelyn@diasporacs.org                       |
| Doe Fund   | Anthony Mangione          |  | amangione@doe.org                             |
| Dominicanos USA  | Eddie Cuesta              | Executive Director                             | ecuesta@dominicanosusa.org                    |
| DSI International  | Toyin Omolola             | CEO/President                                  | DSIINTERNATIONAL14@GMAIL.COM                  |
| Emerald Isle   | Siobhan Dennehy           | Executive Director                             | siobhand@eiic.org                             |
| Empire Hotel Group   | Glenn Isaacs              |  | glenn@newyorkhotel.com                        |
| Fedcap Rehabilitation Services, Inc                            | Marcia Salovitz           |  | msalovitz@fedcap.org                          |
| Federation Of International Gender And Human Rights            | Dr Ameena Ali             | Founder/Executive Director                     | christa.temple@catholiccharitiesny.org        |
| Federation of Protestant Welfare Agencies                      | Jones Austin Jennifer     | CEO  | jjAustin@fpwa.org                             |
| Federation of Protestant Welfare Agencies                      | Hatzakis Alexandros       | COO  | ahatzakis@fpwa.org                            |
| Flanbwayan   | Darnell Benoit            | Executive Director                             | dbenoit@flanbwayan.org                        |
| Fortune Society  | Benjamin Metsch           |  | bmetsch@fortunesociety.org                    |



|   |                               |  |   |
|---|-------------------------------|--|---|
| Four Points Chelsea   | Richard Tang                  |  | richard.tang@lamgroupnyc.com                |
| Gay Men's Health Crisis   | Kishani Chinniah-Moreno       | Interim Executive Director               | kishani@gmhc.org                            |
| George Daly   | Linda hoffman                 |  | nyfscinc@aol.com                            |
| Gillis Sales  | Paul Kerfont                  |  | pkerfont@gillissales.com                    |
| GMCH - Gay Men's Health Crisis                                      | Kishani Moreno/Daniel Goldman |  | KishaniM@GMCH.org / DanielG@GMHC.org        |
| Goddard   | Roderick Jones                |  | rjones@goddard.org                          |
| Goddard   | Andrea Cain                   |  | acain@goddard.org                           |
| Haitian American Community Coalition                                | Andre Peck                    | Executive Director                       | apeck@hccinc.org                            |
| Haitian Americans United for Progress                               | Elsie Saint Louis             | Executive Director                       | esaintlouis@haupinc.org                     |
| Haitian Women for Haitian Refugees                                  | Ninaj Raoul                   | Executive Director                       | haitianwomen@aol.com                        |
| Harlem United   | Laura Grund                   |  | lgrund@harlemunited.org                     |
| HELP USA  | Ronnie Silverman              |  | rsilverman@helpusa.org                      |
| Henry Street Settlement   | Josephine Lume                |  | JLume@henrystreet.org                       |
| HIAS  | Mark Hetfield                 | President and CEO                        | info@justicecorps.org                       |
| Highgate Hotel  | Mera Segev                    |  | msegev@highgate.com                         |
| Highland Park   | William Ruiz                  |  | wruiz@tildenhall.com                        |
| Hispanic Federation   | Frankie Miranda               | President and CEO                        | cpagnotta@oem.nyc.gov                       |
| Homelife  | Jerry Schreck                 |  | jschreck@homelifeservices.org               |
| Homes for the Homeless  | Aaron Goodman                 |  | AGoodman@hfhny.org                          |
| Hotel Association of New York City (HANYC)                          | Vijay Dandapani               | CEO                                      | vijay@hanyc.org                             |
| Hotel Association of New York City (HANYC)                          | Albert Fernandez              |  | albert@hanyc.org                            |
| Housing Works   | Gregory Wersching             |  | G.Wersching@housingworks.org                |
| I-ARC   | Camille J. Mackler, Esq.      | Executive Director                       | newman@law.cuny.edu                         |
| Immigrant & Refugee Services, Catholic Charities Community Services | Christa Temple                | Immigration Legal Services Program Manag | beatriz.diaztaveras@catholiccharitiesny.org |
| Immigrant Advocates Network   | Rodrigo Camarena              | Immigrant Advocates Network              | rcamarena@immigrationadvocates.org          |
| Immigrant Justice Corps   | Christa Stewart               | Deputy Director                          | agallagher@cliniclegal.org                  |
| Immigrant Justice Corps   | Jojo Annobil                  | Executive Director                       | teamtlcnyc@gmail.com                        |
| Immigrant Justice Corps   | Kate McKinnon                 | Legal Director                           | jziesemer@nylag.org                         |
| Immigration Advocates Network: Pro Bono Net                         | Rodrigo Camarena              | Director                                 | maryann.tharappel@catholiccharitiesny.org   |
| India Home  | Shaaranya Pillai              | Deputy Director                          | shaaranya@indiahome.org                     |
| Institute for Community Living                                      | Nikant Ohri                   |  | nohri@iclinc.org                            |
| International Rescue Committee                                      | Anita Rastoder                | Associate Director                       | a.bah54@gmail.com                           |
| International Rescue Committee                                      | Avigail Ziv                   | Executive Director                       | avigail.ziv@rescue.org                      |

|  |                         |   |                                  |
|--|-------------------------|---|----------------------------------|
| Jacob A Riis Neighborhood Settlement                           | Christopher Hanway      | Executive Director  | chanway@riissettlement.org       |
| Jam 26 Hotels LLC  | Aliyn Huey              |   | Ahuey@jam26hotels.com            |
| Jewish Board of Family and Children's Services                 | Jeffrey Brenner         | CEO   | jbrenner@jbfcs.org               |
| Jewish Board of Family and Children's Services                 | John Kastan             | Chief Strategy and Innovation Officer                         | jkastan@jbfcs.org                |
| Jewish Board of Family and Children's Services                 | Rebecca Wulf            | Chief Clinical Officer  | rwulf@jbfcs.org                  |
| Jewish Board of Family and Children's Services                 | Helene Lauffer          | Chief Operating Officer                                       | hlauffer@jbfcs.org               |
| Jewish Community Center of Greater Coney Island                | Keisha Boatswain        | Director, Urban Neighborhood Services<br>Multi Service Center | k.boatswain@jccgci.org           |
| JID Real Estate  | Danielle Ben-Shay       |   | danielle@jidrealestate.com       |
| Kixby Hotels   | David Hyman             |   | david@kixby.com                  |
| Korean Community Services                                      | Sara Soonsik Kim        | Program Director  | skim@kcsny.org                   |
| Laundry Workers Center   | Rosanna Rodriguez       | Co-Executive Director   | rosaran18@gmail.com              |
| Lenox Hill Neighborhood House                                  | Mark Andermanis         |   | mandermanis@lenoxhill.org        |
| Liberty One Group Real Estate                                  | Dan Turkel              |   | dturle@liberty1group.com         |
| Life of Hope   | Porez Luxama            | Executive Director  | pluxama@lohny.org                |
| Lutheran Social Services of New York                           | Damyn Kelly             | Executive Director  | dkelly@lssny.org                 |
| Lutheran Social Services of New York                           | Charles Brown           | Dir. Immigration Legal Program                                | cbrown1@lssny.org                |
| Lutheran Social Services of New York                           | Rachel (Upbin) Bleecker |   | RBleecker@lssny.org              |
| Lutheran Social Services of New York                           | Norman, Kerron          |   | knorman@lssny.org                |
| Lutheran Social Services of New York Immigration Legal Program | James Darden            | Office of Advancement & Communications                        | freeman_su@tzuchi.us             |
| M & R Hotel Management   | Janelle Schwartz        |   | jschwartz@mrhotelmanagement.net  |
| Make The Road New York   | Theo Oshiro             | Co-Executive Director   | theo.oshiro@maketheroadny.org    |
| Make The Road New York   | Becca Telzak            | Deputy Director   | Rebecca.Telzak@maketheroadny.org |
| Marriott Hotel   | Justin Taus             |   | Tausnationalvending@gmail.com    |
| Mercy Center   | Stephen J. Strich, III  | Executive Director  | sstrich@merceycenterbronx.org    |
| Metropolitan Council on Jewish Poverty                         | David Greenfield        | CEO   | dgreenfield@metcouncil.org       |
| Metropolitan Council on Jewish Poverty                         | Rob Newman              | COO   | rnewman@metcouncil.org           |

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|--|----------------------|--|--|
| Mexican Coalition  | Jairo Guzman         | Principal Officer                      | jguzman@coalicionmexicana.org  |
| Midway Living  | Milton Schwartz      |  | milton@midwayliving.org  |
| MinKwon  | John Park            | Executive Director                     | john.park@minkwon.org  |
| Mixteca  | Lorena Kourousias    | Executive Director                     | lkourousias@mixteca.org  |
| Neighborhood Association For Intercultural Affairs                 | Elvira Barone        | CEO                                    | barone.elvira@gmail.com  |
| Neighborhood Association For Intercultural Affairs                 | Richard Izquierdo    | COO                                    | rizquierdo@naicany.org   |
| Neighborhood Association For Intercultural Affairs                 | Elvis Torres         | Executive Director of Housing Services | etorres@naicany.org  |
| NENE   | Adama Bah            | Founder                                | a.bah54@gmail.com  |
| New Hope   | Mark Ehrman          |  | mehрман@newhopeth.org  |
| New Immigrant Community Empowerment                                | Diana Moreno         | Chief of Staff                         | diana@nynice.org   |
| New York City Bar Association                                      | Danny Alicea         | Chair, Immigration Committee           | cmackler@immigrantarc.org  |
| New York City Voluntary Organizations Active in Disaster (NYCVOAD) | Zack Hodgson         | Chair                                  | Richard.slizeski@ccbq.org  |
| New York Disaster Interfaith Services                              | Peter Gudaitis       | Executive Director                     | info@justicecorps.org  |
| New York Immigration Coalition                                     | Murad Awawdeh        | Executive Director                     | mawawdeh@nyic.org  |
| New York Legal Assistance Group                                    | Beth Goldman         | Executive Director                     | bgoldman@nylag.org   |
| New York Legal Assistance Group                                    | Jodi Ziesemer        | Director, Immigrant Protection Unit    | Gracec.Bonilla@gmail.com   |
| New York State Bar Association                                     | Shayna Kessler       | Chair, Immigration Committee           | mawawdeh@nyic.org  |
| Northern Manhattan Improvement Corporation                         | Maria Lizardo        | Executive Director                     | marializardo@nmic.org  |
| The New York City Hospitality Alliance                             | Andrew Riggie        | Executive Director                     | <a href="mailto:info@thenycalliance.org">info@thenycalliance.org</a> |
| NYC Emergency Management   | Christopher Pagnotta | Director of Human Services             | mario.russell@catholiccharitiesny.org                                |
| Park West Hotel  | Anna Lopez           |  | Alopez@marcelhotelnyc.com  |
| Peers Community Inc  | Spencer Cineus       |  | spencercineus03@yahoo.com  |
| Pod Brooklyn Hotel   | Effie Tsavalias      |  | etsavalias@podhotelbk.com  |

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|---------------------------------------|---------------------------|--|--|
| Praxis Housing Initiatives, Inc.      | Sveiin Jorgensen          |  | SJorgensen@PRAXISHOUSING.org   |
| Project Hospitality                   | Rev. Karen Jackson        | Director of Recovery and Community Initiatives       | kjackson@projecthospitality.org  |
| Project Hospitality                   | Jaclyn Stoll              |  | jstoll@projecthospitality.org  |
| Project Hospitality                   | Nina Nico                 |  | NNico@projecthospitality.org   |
| Project Renewal                       | Eric B. Rosenbaum         |  | Eric.Rosenbaum@projectrenewal.org  |
| Providence House                      | Danielle Minelli Pagnotta |  | minellid@providencehouse.org   |
| Public Health Solutions Quality, Inc. | Laila Khundkar            | Deputy Director, Community Health & Nutrition Access | lkhundkar@healthsolutions.org  |
|                                       | Singh Harinder            |  | pawarbuldersnyc@gmail.com  |
| Ratan Group Hotel                     | Victor Rathod             |  | Rathod4949@aol.com   |
| RC Solutions, Inc.                    | Ruben Medina              | Founding Partner, Managing Director                  |  |
| RDJ Refugee Shelter                   | Ameya Biradavolu          | Director   | ameya@wanacommunitycenter.org  |
| Real Hospitality Group Corp.          | Jasmine Washington        |  | jasmine.simon-washington@rhgcorp.com   |
| Real Hospitality Group Corp.          | Lewiston Murray           | General Manager                                      | <a href="mailto:lewiston.murray@rhgcorp.com">lewiston.murray@rhgcorp.com</a> |
| Safe Horizon                          | Liz Roberts               | CEO  | liz.roberts@safehorizon.org  |
| Safe Horizon                          | Pilar Bernabe             | Associate Vice President Finance Grants Admin Acctg  | pbernabe@safehorizon.org   |
| Safe Horizon                          | Greg Brooks               | Chief Financial and Administrative Officer           | greg.brooks@safehorizon.org  |
| Safe Horizon                          | Lisa O'Connor             | Chief Program Officer                                | lisa.oconnor@safehorizon.org   |
| Salvation Army                        | Richard Vernon            | Dep. Dir. Partnerships                               | richard.vernon@use.salvationarmy.org   |
| Salvation Army                        | Jay Sinclair              |  | Jay.Sinclair@USE.SalvationArmy.Org   |
| Samaritan Village                     | Jerry Heaney              |  | Jerry.Heaney@samaritanvillage.org  |
| Sanctuary for Families                | Judy Kluger               | Executive Director                                   | jkluger@sffny.org  |
| Sanctuary for Families                | Betty Chen                |  | bchen@sffny.org  |
| Sauti Yetu                            | Zeinab Eyega              | Executive Director                                   | zeyega@sautiyetu.us  |
| SCO                                   | Henry Cerrito             |  | HCerrito@sco.org   |
| SEBCO                                 | Salvatore Gigante         |  | Sgigante@sebcodevelopment.org  |
| SEBCO                                 | Sandra Reyes Collazo      |  | sreyes-collazo@sebcodevelopment.org  |
| SEBCO                                 | Deborah Johnson           |  | djohnson@sobro.org   |
| Shorefront Y                          | Sue Fox                   | Executive Director                                   | foxs@shorefronty.org   |

|  |                            |  |                                 |
|--|----------------------------|--|---------------------------------|
| Single Stop  | German Tejada              | Director of Wraparound Services            | GTejada@singlestop.org          |
| Sisters City   | David Paz                  |  | david@omnia-grp.com             |
| Skyline Hotel NYC  | Donna Hassan               |  | dhassan@skylinhotelnyc.com      |
| South Asian Council for Social Services (SACSS)            | Rehan Mehmood              | Director Health Services                   | rehan@sacssny.org               |
| Springhill's Suite By Marriott New York La Guardia Airport | Hilda Flores               |  | Hilda.Flores@marriott.com       |
| Sunnyside Community Services                               | Amit Kalra                 | Executive Director                         | akalra@scsny.org                |
| SUS  | Trish Marsik               |  | tmarsik@sus.org                 |
| Team TLC NYC / Grannies Respond                            | Ilze Thielmann             | Director of Team TLC NYC                   | Fmiranda@hispanicfederation.org |
| The Gambian Youth Organization                             | Ajifanta Marenah           | Secretary and Advocacy Manager             | ajifanta@thegyo.com             |
| The Osborne Association                                    | Damon Rowe                 |  | drowe@osborneny.org             |
| The Salvation Army, Greater New York Division              | Richard Vernon             | Deputy Director for Partnerships, Emergenc | info@hias.org                   |
| Tolentine Zeiser Community Life Center                     | Sister Maragaret McDermott |  | Mgmaggie2@aol.com               |
| Travelodge Hotel   | Donna                      |  | gmny415@gmail.com               |
| Triumph Hotels   | Shimmie Horn               |  | shorn@triumphhotels.com         |
| Turning Point  | Janelle Farris             |  | jfarris@wearebcs.org            |
| United Nations High Commissioner for Refugees              | Emma Dunn                  | Assistant Protection Officer               | dunne@unhcr.org                 |
| United Sikhs   | Jagjit Kaur                | Senior Manager                             | jagjit.kaur@unitedsikhs.org     |
| United Way of New York City (UWNYC)                        | Grace Bonilla              | President and CEO                          | Zeinalorraine7@gmail.com        |
| UnLocal  | Terry Lawson               | Executive Director                         | terry@unlocal.org               |
| Urban Pathways   | Lisa Lombardi              |  | llombardi@urbanpathways.org     |
| Urban Pathways   | Mark Hurwitz               |  | mhurwitz@urbanpathways.org      |
| Urban Resource Institute                                   | Nathaniel Fields           |  | nfields@urinyc.org              |
| Urban Strategies   | Pelham Bollers             | CEO  | pbollers222@aol.com             |
| Van Wyck/Hotel Suite                                       | Gurvinder Singh            |  | grarysingh9191@gmail.com        |
| Vera Institute of Justice                                  | Shayna Kessler             | State Advocacy Manager                     | skessler@vera.org               |
| VIP Community Service Inc.                                 | Debra Vizzie               |  | dvizzie@vip-services.org        |
| Voces Latinas  | Nathaly Rubio-Torio        | Executive Director                         | nrubio-torio@voceslatinas.org   |
| Volunteers of America                                      | Myung J. Lee               |  | mlee@voa-gny.org                |

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|---|---------------------|----------------|--|
| The Watson Hotel NY                     | Joseph Esposito     |                | jesposito@thewatsonhotelny.com                         |
| We Rise                                 | George Espinal      | Vice President | Denise.Bloise@RedCross.org                             |
| West Side Federation for Senior Housing | Shola Akeredolu     |                | sakeredolu@wsfssh.org                                  |
| WestCOP                                 | Colin Dacres        |                | cdacres@westcop.org                                    |
| Westhab                                 | Jim Coughlin        |                | james.coughlin@westhab.org                             |
| Weston United Community Renewal Inc.    | Michelle James      |                | mijames@thebridgeny.org                                |
| Weston United Community Renewal Inc.    | Despina Troullouris |                | dtroullouris@thebridgeny.org                           |
| Women In Need, Inc.                     | Christine Quinn     | CEO            | cquinn@winnyc.org                                      |
| Women In Need, Inc.                     | Rondel Boodram      | COO            | rboodram@winnyc.org                                    |
| Women's Prison Association & Home, Inc. | Dania Cordova       |                | dcordova@wpaonline.com                                 |
| World Relief of Western NY              | Tiffany Wood        | Director       | TWood@wr.org   |
| YAI                                     | Alek Hoyos          |                | Alek.Hoyos@yai.org                                     |
| Your Needs First, Inc.                  | Terrence Judd       | CEO            | <a href="mailto:tkjudd23@aol.com">tkjudd23@aol.com</a> |
| Zeina Lorraine Inc                      | Djeneba Toure-Diaby | CEO            | cstewart@justicecorps.org                              |

**Attachment F:** Proposal Budget Summary Form.

If you are interested in obtaining the Proposal Budget Summary Form in Excel format, please send an email to: [ACCOCContractPlanning@dss.nyc.gov](mailto:ACCOCContractPlanning@dss.nyc.gov) with your name and email address. Please include the name of the Emergency Solicitation in the subject of the email.

## BUDGET SUMMARY FORM

|                              |  |                      |  |
|------------------------------|--|----------------------|--|
| <b>Agency/Provider</b>       |  | <b>Fiscal Year</b>   |  |
| <b>Program/Facility</b>      |  | <b>Date</b>          |  |
| <b>Term of Contract</b>      |  | <b>Title</b>         |  |
| <b>Agency Representative</b> |  | <b>Agency E-mail</b> |  |
| <b>Agency Telephone</b>      |  | <b>Vendor ID #</b>   |  |
| <b>Federal EIN</b>           |  |                      |  |

|            |                                     | <u>ORIGINAL BUDGET</u> | <u>FTE'S</u> |
|------------|-------------------------------------|------------------------|--------------|
| <b>I</b>   | <b>PERSONNEL SERVICES (PS)</b>      |                        |              |
|            | Administration                      |                        | 0.00         |
|            | Social Work                         |                        | 0.00         |
|            | Child Care (Tier IIs only)          |                        | 0.00         |
|            | Recreation                          |                        | 0.00         |
|            | Case Management                     |                        | 0.00         |
|            | Security                            |                        | 0.00         |
|            | Maintenance                         |                        | 0.00         |
|            | MVO                                 |                        | 0.00         |
|            | Kitchen                             |                        | 0.00         |
|            | <b>TOTAL PERSONNEL SERVICES</b>     |                        | <b>0.0</b>   |
| <b>II</b>  | <b>FRINGE BENEFITS</b>              |                        |              |
| <b>III</b> | <b>TOTAL PS</b>                     |                        |              |
| <b>IV</b>  | <b>OTHER THAN PERSONNEL SERVICE</b> |                        |              |
|            | Office Equipment                    |                        |              |
|            | Client Supplies/Furniture           |                        |              |
|            | Client Transportation               |                        |              |
|            | Utilities                           |                        |              |
|            | Office Expenses                     |                        |              |
|            | Professional Costs                  |                        |              |
|            | Maintenance/Repair                  |                        |              |
|            | Mechanical System Contracts         |                        |              |
|            | Food                                |                        |              |



Contracted Security  
Vehicle Expenses

\_\_\_\_\_

\_\_\_\_\_

TOTAL OTPS

=====

V TOTAL PS & OTPS ( III + IV )

=====

FY

VI INDIRECT COST RATE

=====

VII RENT

=====

VIII TOTAL (without Debt Service) ( V + VI + VII )

=====

IX START UP

=====

X DEBT SERVICE AMORTIZATION

===== \$0

XI AMENDMENTS (I.E., DEPRECIATION, NEW NEED, ETC.)

===== \$0

XII GROSS AMOUNT ( VIII + IX + X + XI )

=====

XIII REVENUE

===== \$0

XIV FUNDING ( XII - XIII )

=====

\_\_\_\_\_  
Program Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Budget Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Provider

\_\_\_\_\_  
Date