



## Department of Emergency Services

## Memorandum

### Onbase #111284

TO: Board of Acquisition and Contract

FROM: Susan Spear  
Commissioner of Emergency Services

DATE: June 11, 2025

SUBJECT: Authorization to enter into a memorandum of understanding with the New York State Division of Homeland Security and Emergency Services to accept flood mitigation equipment to support the County's flood mitigation efforts for a term commencing upon execution and continuing for an indefinite duration with the County having the right to terminate the agreement if it no longer needs the equipment, the equipment is no longer usable, or if the County wishes to withdraw from the DHSES program.

Authorization is requested for the County of Westchester (the "County"), acting by and through its Department of Emergency Services (the "Department"), to enter into a memorandum of understanding (the "Agreement") with the New York State Division of Homeland Security and Emergency Services (the "DHSES") to accept flood mitigation equipment ("Equipment") for use in preparation for or response to an emergency or upon approval by DHSES, and not for private, commercial or personal use.

The Equipment may include, but is not limited to, pumps, saws, light towers, generators, sandbaggers, VMS boards, potable water tankers, and flood water barriers.

DHSES has been appropriated funds in the FY24 budget to purchase flood mitigation equipment to support counties in emergency flood events, enhance preparedness and response capabilities.

Under the proposed Agreement, the County will accept possession, but not ownership, of the Equipment and be granted the right to use the Equipment in preparation for or response to an emergency or upon approval by DHSES and not for private, commercial or personal.

The County will be responsible for ensuring its employees are trained and equipped to operate and maintain the Equipment safely and effectively. Upon request, DHSES will provide Equipment use training.

There shall be no monetary consideration paid by the County to the DHSES for use of the Equipment under the proposed Agreement, but the County will be responsible to provide routine maintenance of the Equipment as part of the County's existing maintenance schedule.

The term of the proposed Agreement shall commence upon execution and continue for an indefinite duration with the County having the right to terminate the Agreement if it no longer needs the Equipment, the Equipment is no longer usable, or if the County wishes to withdraw from the DHSES program.

The Agreement will serve the public's best interest as it will enhance the County's emergency preparedness in the event of flood emergencies and thereby preserve the safety and general welfare of County residents.

I recommend approval of the attached resolution.

SS/ran  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/17/2025 - RAYMOND SCULKY, SECRETARY

## RESOLUTION

Upon a communication from the Commissioner of Emergency Services, be it hereby

**RESOLVED**, that the County of Westchester (the "County"), acting by and through its Department of Emergency Services (the "Department"), is hereby authorized to enter into a memorandum of understanding (the "Agreement") with the New York State Division of Homeland Security and Emergency Services (the "DHSES"), to accept possession, not ownership, of flood mitigation equipment (the "Equipment") for use in preparation for or response to an emergency or upon approval of DHSES, and not for private, commercial or personal use; and be it further

**RESOLVED**, that the term of the proposed Agreement shall commence upon execution and continuing for an indefinite duration with the County having the right to terminate the Agreement if the County no longer needs the Equipment, the Equipment is no longer usable, or if the County wishes to withdraw from the DHSES program; and be it further

**RESOLVED**, that there shall be no monetary consideration paid by the County to DHSES for use of the Equipment under the Agreement, but the County is responsible for providing routine maintenance of the Equipment as part of the County's existing maintenance schedule; and be it further

**RESOLVED**, that the County Executive or his authorized designee is authorized and empowered to execute and deliver all instruments and take all actions necessary or appropriate to effectuate the purposes hereof.

Account to be  
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
					N/A

Budget Funding Year(s): \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_  
(must match resolution)

Funding Source

\_\_\_\_\_  
(must match resolution)

Tax Dollars: \_\_\_\_\_  
State Aid: \_\_\_\_\_  
Federal Aid: \_\_\_\_\_  
Other: \_\_\_\_\_