



**Department of Emergency  
Services**



**Memorandum**

Onbase ID: 111934

**DATE:** September 24, 2025

**TO:** The Honorable Board of Acquisition and Contract

**FROM:** Susan Spear  
Commissioner of Emergency Services

**SUBJECT:** Authority to amend a grant agreement with the State of New York, acting by and through its Division of Homeland Security and Emergency Services to accept a grant under the FY2022 Hazardous Materials (HazMat) Grant Program, funded by the U.S. Department of Homeland Security's (DHS) State Homeland Security Grant Program, for a total amount not to exceed One Hundred Twenty-Two Thousand, Five Hundred Dollars, to be used for authorized HazMat training and to purchase HazMat response equipment, for a term commencing retroactively on April 1, 2024 and continuing through August 31, 2025, in order to extend the term of the agreement by one year to continue through August 31, 2026, in order to provide the County time to receive equipment orders that have been delayed as a result of supply chain disruptions.

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By resolution approved on October 17<sup>th</sup>, 2024, your Honorable Board authorized the County of Westchester (the "County"), acting by and through its Department of Emergency Services (the "Department"), to enter into a grant disbursement agreement (the "Agreement") with the Division of Homeland Security and Emergency Services of the State of New York (the "DHSES"), to accept grant funds for the period commencing retroactively on April 1, 2024 and continuing through August 31, 2025, for a total amount not to exceed One Hundred Twenty-Two Thousand, Five Hundred (\$122,500) Dollars, to be used for authorized HazMat training and to purchase Hazmat response equipment in the region, in compliance with the FY 2022 Hazardous Materials ("HazMat") Grant Program. The Agreement was subsequently executed.

The County now seeks authority from your Honorable Board to amend the Agreement to extend the term of the Agreement by one year, to continue through August 31, 2026, in order to provide the County additional time to receive equipment orders that have been delayed as a result of supply chain disruptions.

All other terms and conditions of the Agreement shall remain unchanged.

This Agreement will continue to serve a public purpose by preventing terrorist attacks and mitigate against man-made and natural hazards, to help protect the people of New York, its critical infrastructure and key resources, and to prepare to respond to and recover from both man-made and natural disasters.

The Agreement does not constitute the procurement of goods or services. As such, it is not subject to the requirements of the Westchester County Procurement Policy and Procedures.

I certify that my Department, a) has copies of, or access to, all applicable laws, rules, regulations, grant applications, and grant agreements (including any master grant agreement), as well as any guidance or instructions received from the agency making the grant( the “Grant terms”), b) has reviewed the Grant Terms, c) is aware of and understands all of the Grant Terms, and d) can and will comply with all of the Grant Terms.

The Department will continue to monitor the effectiveness of this effort through a series of performance measures required by DHSES.

I recommend approval of the annexed Resolution.

SS/LL/mb

APPROVED BOARD OF ACQUISITION & CONTRACT - 10/03/2025 - RAYMOND SCULKY, SECRETARY

## RESOLUTION

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

**RESOLVED**, that the County of Westchester, acting by and through the Department of Emergency Services, is hereby authorized to amend a grant agreement with the Division of Homeland Security and Emergency Services of the State of New York (the "DHSES"), to accept grant funds for the period commencing retroactively on April 1, 2024 and continuing through August 31, 2025, for a total amount not to exceed One Hundred Twenty-Two Thousand, Five Hundred (\$122,500) Dollars, to be used for authorized HazMat training and to purchase Hazmat response equipment in the region, in compliance with the FY 2022 Hazardous Materials ("HazMat") Grant Program, in order to extend the term of the agreement by one year to continue through August 31, 2026, in order to provide the County time to receive equipment orders that have been delayed as a result of supply chain disruptions, and be it further

**RESOLVED**, that except as specifically amended hereby, all remaining terms and conditions of the agreement shall remain unchanged; and be it further

**RESOLVED**, that the County Executive or his duly authorized designee is hereby authorized and empowered to execute any and all documents necessary or appropriate to effectuate the purpose hereof.

Original Agreement \$122,500.00  
Amendment No. 1 \$0.00  
Total \$122,500.00

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)** 20 **Start Date:** April 1, 2024 **End Date:** August 31, 2026  
(must match resolution)

**Funding Source:** **Tax Dollars** \_\_\_\_\_

**State Aid** \_\_\_\_\_

**\$** **Federal Aid** \_\_\_\_\_  
(must match resolution)

**Other** \_\_\_\_\_