



Memorandum
Department of Public Safety

113550

DATE: April 22, 2026

TO: Honorable Members
Board of Acquisition and Contract

FROM: Terrance Raynor
Commissioner of Public Safety

RE: Resolution to exempt from the Westchester County Procurement Policy and Procedures, pursuant to Section 3(a)(xxi) thereof, the procurement of an agreement between the County of Westchester and Artemis Arms LLC, for use of its facility for the volunteer Public Safety Emergency Force firearms training for a three-year term, commencing on May 1, 2026 and terminating on April 30, 2029, in an amount not to exceed \$60,000.00, pursuant to an approved budget

Authority is hereby requested from your Honorable Board to exempt from the application of the Westchester County Procurement Policy and Procedures (“Procurement Policy”) pursuant to Section 3(a)(xxi) thereof, the procurement of an agreement between the County of Westchester (“County”) acting by and through its Department of Public Safety (“Department”) and Artemis Arms LLC (“Artemis”) pursuant to which Artemis will provide use of its facility for the volunteer Public Safety Emergency Force (“PSEF”) firearms training, for the period commencing on May 1, 2026 and terminating on April 30, 2029, for which the County will pay Artemis a total amount not to exceed \$60,000.00, pursuant to an approved budget.

Artemis is the only vendor able to meet the Department’s requirements of offering a Westchester County location with an indoor range, availability of exclusive use of the range or segregated portion thereof, availability of classroom space, and training by volunteer PSEF instructors on permitted on the site.

Pursuant to Section 3(a)(xxi), the Procurement Policy is not applicable to any procurement for which your Honorable Board determines, by Resolution passed prior to commencing such procurement, that compliance with the policy would not be in the best interest of the County. It is proposed that the County’s interest would be served by exempting the procurement of this agreement from the County Procurement Policy. A Resolution to exempt the procurement of this agreement with Artemis Arms LLC is submitted for your consideration.

As I believe this agreement to be in the best interests of the County, I most respectfully recommend and urge the adoption of the annexed Resolution.

TR/mg
Attachment

RESOLUTION

Upon a communication from the Commissioner of Public Safety, be it hereby

RESOLVED, that pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy and Procedures, it is hereby determined that application of the procedural requirements contained therein, including the necessity of soliciting proposals, is neither cost effective nor expedient, and accordingly, not in the best interest of the County of Westchester (“County”) in connection with the procurement of an agreement with Artemis Arms LLC (“Artemis”) pursuant to which Artemis will provide use of its facility to the County Department of Public Safety for the volunteer Public Safety Emergency Force firearms training, for the period commencing on May 1, 2026 and terminating on April 30, 2029, for which the County will pay Artemis a total amount not to exceed \$60,000.00, pursuant to an approved budget.