

**52161**

DATE: June 2, 2016

TO: Board of Acquisition and Contract

FROM: George N. Longworth  
Commissioner-Sheriff of Public Safety

RE: Authority to enter into an inter-municipal agreement with the Town of Carmel for the use Westchester County's Firing Range located at the County's Police Academy in Valhalla, New York for firearms training

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Authorization is requested for the County of Westchester ("County"), acting by and through its Department of Public Safety (the "Department"), to enter into an inter-municipal agreement ("IMA") with the Town of Carmel ("Carmel") in order to have police officers from Carmel utilize the County's Firing Range located at the County's Police Academy in Valhalla, New York ("Firing Range") for firearms training. The IMA will be for a period of five (5) years commencing upon execution. Each party shall have the right to terminate the agreement on thirty (30) days' notice to the other.

In exchange for the use of the Firing Range, which will be staffed by a Department safety officer, Carmel will pay a flat fee of Three Thousand Ninety (\$3,090.00) Dollars per eight hour tour, for a maximum number of 36 officers in attendance. The Firing Range will be operated under the direction of the safety officer. Carmel will adhere to all instructions issued by the Department's safety officer. Carmel shall have the option of requesting the Department provide a firearms instructor to assist with the training process of its employees. If Carmel requests a firearms instructor, Carmel shall pay an additional fee equal to \$108.18 per hour or \$865.44 per eight hour tour. Any one attending the Firing Range shall be responsible to bring his/her own weapons and ammunition.

In the event that police officers from Carmel provide instruction at the County's Police Academy located in Valhalla, New York, under separate agreement between the County and Carmel, the Commissioner of the Department, or his designee, may provide Carmel with a credit equal to one eight hour tour at the Firing Range for each seven (7) hours of instruction at the Police Academy.

The County has entered into of number of IMAs since 2008 with municipalities throughout Westchester as well as with Putnam County to use the Firing Range for firearms

training. This benefits the County and its surrounding counties and municipalities by allowing a more efficient use of their respective resources. The program has proven successful and it is recommended that the County continue to this valuable program.

In furtherance thereof, the Westchester County Board of Legislators authorized the proposed agreement at a meeting duly held on May 9, 2016 by Act No. 131-2016.

The goals and objectives of this program are to allow Carmel to utilize this state of the art Firing Range for training. The proposed IMAs are in the public's best interest and will promote the safety and general welfare of the public by ensuring that the Carmel law enforcement officers are trained and recertified in a suitable environment. This benefits Westchester County by assisting in the training of, and fostering a relationship with Carmel, a neighboring municipality.

The Department will monitor these goals and objectives as Public Safety staff manage the facility and are present during all training sessions.

Based upon the foregoing, I most respectfully recommend approval of the attached Resolution.

GNL/jrc/cs  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACTS 06/15/2016  
ES/MRIA/SECRETARY

**RESOLUTION**

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

**RESOLVED**, that the County of Westchester (the “County”), acting by and through its Department of Public Safety (“Department”), is hereby authorized to enter into an inter-municipal agreement (“IMA”) with the Town of Carmel (“Carmel”) in order to have public safety employees from Carmel utilize the County’s Firing Range located at the County’s Police Academy in Valhalla, New York (“Firing Range”) for firearms training. The IMA will be for a period of five (5) years commencing upon execution. Each party shall have the right to terminate the agreement on thirty (30) days’ notice to the other; and, be it further

**RESOLVED**, that in exchange for the use of the Firing Range, which will be staffed by a Department safety officer, Carmel will pay a flat fee of Three Thousand Ninety (\$3,090.00) Dollars per eight hour tour, for a maximum number of 36 officers in attendance. The Firing Range will be operated under the direction of the safety officer. Carmel will adhere to all instructions issued by the Department’s safety officer; and, be it further

**RESOLVED**, that Carmel shall have the option of requesting the Department provide a firearms instructor to assist with the training process of its employees. If Carmel requests a firearms instructor, Carmel shall pay an additional fee equal to \$108.18 per hour or \$865.44 per eight hour tour. Any one attending the Firing Range shall be responsible to bring his/her own weapons and ammunition; and be it further

**RESOLVED**, that in the police officers from Carmel provide instruction at the County’s Police Academy located in Valhalla, New York, under separate agreement between the County and Carmel, the Commissioner of the Department, or his designee, may provide Carmel with a credit equal to one eight hour tour at the Firing Range for each seven (7) hours of instruction at the Police Academy; 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

Budget Funding Year(s) \_\_\_\_\_ Start Date upon execution End Date 5 years  
 (must match resolution)

Funding Source Tax Dollars \_\_\_\_\_  
 State Aid \_\_\_\_\_  
 \$ \_\_\_\_\_ Federal Aid \_\_\_\_\_  
 (must match resolution) Other \_\_\_\_\_