

THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue

Carmel, New York 10512

(845) 808-1020 Fax (845) 808-1933

Paul E. Jonke *Chairman*
Amy E. Sayegh *Deputy Chair*
Diane Schonfeld *Clerk*
Robert Firriolo *Counsel*



Nancy Montgomery Dist. 1
William Gouldman Dist. 2
Toni E. Addonizio Dist. 3
Ginny Nacerino Dist. 4
Greg E. Ellner Dist. 5
Paul E. Jonke Dist. 6
Joseph Castellano Dist. 7
Amy E. Sayegh Dist. 8
Erin L. Crowley Dist. 9

AGENDA

PROTECTIVE SERVICES COMMITTEE MEETING

HELD IN ROOM 318

PUTNAM COUNTY OFFICE BUILDING

CARMEL, NEW YORK 10512

Members: Chairwoman Nacerino & Legislators Addonizio & Sayegh

Tuesday

6:30p.m.

May 21, 2024

1. Pledge of Allegiance
2. Roll Call
3. Acceptance/ Protective Services Meeting Minutes/ April 17, 2024
4. Approval/ Appointments and Re-Appointment of Members for the Putnam County Emergency Services Safety Advisory Board/ County Executive Kevin Byrne
5. Approval/ Budgetary Amendment 24A039/ Sheriff's Youth and Community Svcs Div./ Purchase of one Project Lifesaver Bracelet for "Project Lifesaver"/ Sheriff Kevin McConville
6. Approval/ Budgetary Amendment 24A042/ NYS Stop-DWI Foundation Inc. Reimbursement to the Sheriff's BCI and Patrol Division Overtime Expenses- DRE Callouts/ Sheriff Kevin McConville
7. Update/ Sheriff's Department:
 - a. Quarterly Report on the License Plate Reader Program (LPR)
 - b. Receipt of Federal Funds for the Involvement of the Sheriff's Office in the Equitable Sharing in the Department of Justice and U.S. Treasury Seized Assets Program

c. The NYS Division of Criminal Justice Services (DCJS) has awarded the Sheriff's Office under the LETECH Grant. Funds will be used to purchase License Plate Readers, Body Worn Cameras, In Vehicle Video System and Surveillance Cameras

8. Approval/ Grant Application/ State And Municipal (SAM) Facilities Grant Program/ Putnam County Fire Training Center/ Commissioner Planning, Development and Public Transportation Barbara Barosa

9. Approval/ Budgetary Amendment 24A036/ Fire Training Center/ Commissioner Bureau of Emergency Services Robert Lipton

10. Approval/ Discussion/ Creation of a Rescue Task Force/ Commissioner Bureau of Emergency Services Robert Lipton

11. FYI/ 2024 Statewide Interoperable Communications Formula Based Grant Program Application (2024 SICG Formula Program/ Commissioner Bureau of Emergency Services Robert Lipton

12. Other Business

13. Adjournment

Mary Protective

#3

**PROTECTIVE SERVICES COMMITTEE MEETING
HELD IN ROOM 318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512**

Members: Chairwoman Nacerino & Legislators Addonizio, Sayegh

Wednesday

April 17, 2024

(The Health Meeting Immediately Followed)

The meeting was called to order at 6:30PM by Chairwoman Nacerino who requested Legislator Addonizio lead in the Pledge of Allegiance. Upon roll call Legislators Addonizio, Sayegh, and Chairwoman Nacerino were present.

Item #3 - Acceptance/ Protective Services Meeting Minutes/ March 21, 2024

Chairwoman Nacerino stated the minutes were accepted as submitted.

Chairwoman Nacerino stated she was informed that the representatives of CEPAB are running late. She stated she will move agenda item #4 to the end of the agenda.

Item #5 - Approval/ Hazard Mitigation Grant Program Application/ Commissioner Bureau of Emergency Services Robert Lipton

Commissioner Bureau of Emergency Services Robert Lipton stated every five (5) years the County is required to update the Hazard Mitigation Plan. He stated they are approaching the five (5) years. He stated they are about two (2) years away, but it takes about 18 months to update the plan. He stated the application is for \$150,000 worth of funding. He stated there is a County match of 25% that equals \$37,500. He stated five (5) years ago when the last update was done the County did not use all of the grant funding, therefore the matching portion for the County was less. He stated the process of updating the plan will include all of the communities, Towns and Villages. He stated the last two (2) times they did the update they hired the company Tetra Tech, and they did a fantastic job.

Chairwoman Nacerino stated the deadline for the grant application is April 30, 2024.

Legislator Ellner questioned how much Tetra Tech charged the County.

Commissioner Bureau of Emergency Services Robert Lipton stated he did not have that information with him.

Chairwoman Nacerino requested that Commissioner Lipton please provide the Legislature with the information regarding the cost in relation to the past hiring of Tetra Tech to assist in the preparation of the Hazard Mitigation Plan.

Commissioner Bureau of Emergency Services Robert Lipton confirmed he would do that.

Chairwoman Nacerino made a motion to Approve/ Hazard Mitigation Grant Program Application; Seconded by Legislator Sayegh. All in favor.

Item #6 – Approval/ Budgetary Amendment 24A030/ Bureau of Emergency Services and Sheriff's Department/ Reallocation of NY State Homeland Security Grant (SHSP) Funds to Purchase Equipment for the Sheriff's Department/ Sheriff Kevin McConville

Undersheriff Thomas Lindert stated this is a request to move funds from a contract line into an equipment line. He stated when the grant came in all the funds were placed in the contract line.

Commissioner Bureau of Emergency Services Robert Lipton stated this is internal housekeeping. He briefly spoke to that.

Neil Brown, Carmel Police Administrative Lieutenant, stated he understands what is being addressed is a budget transfer, but the money originally came from a grant that was for the Emergency Response Team (ERT). He spoke to the mission and function of the Putnam County ERT which was formed in 2006 as a multi-agency and multi-jurisdiction team. He spoke to his opinion of the formation process of the ERT. He continued to state in 2024 the Town of Carmel and Town of Kent's reaffirmation of their commitment to the ERT has kept it in operation. He stated while the Sheriff's Department is unable to participate in the ERT due to clerical errors in the past, it is his opinion the ERT does still exist. He stated according to the Administrative Manual of the Putnam County ERT it is funded by a grant from the NY State Homeland Security. He stated the grant was applied for by the County's Bureau of Emergency Services and was used to back fill the costs of the ERT. He stated he submitted the ERT quarterly report for reimbursement and was denied. He stated the Putnam County Finance Commissioner Lewis and Deputy Commissioner Barrett advised per Captain Schepperly, of the Sheriff's Department, the ERT no longer exists. He expressed his opinion that is false. He continued to speak to this matter. He concluded by stating they would love to have the Sheriff's Department back on the ERT, however, to date they have not had any communications from the County or Sheriff's Department to address that.

Chairwoman Nacerino made a motion to Approve/ Budgetary Amendment 24A030/ Bureau of Emergency Services and Sheriff's Department/ Reallocation of NY State Homeland Security Grant (SHSP) Funds to Purchase Equipment for the Sheriff's Department; Seconded by Legislator Addonizio. All in favor.

Item #7 – FYI/ Coroners Report- 2024 1st Quarter – Duly Noted

Item #4 - Update/ Community Engagement Police Advisory Board (CEPAB)/ Chairman of CEPAB Scott Rhodes

CEPAB Co-Chair Ronald Reid started by thanking Chairwoman Nacerino for welcoming CEPAB to give this update. He stated he hopes that when Chairwoman Nacerino finishes her final term as a Legislator that she recognizes the role she has played in improving the lives of the residents of Putnam County. He stated the CEPAB volunteers have been very busy. He introduced Jeffery Temper who was with him and spoke to a new member, Jon Scott Bennett and a new program he is running, The Peekskill Riots, he is running it in the Putnam Valley Free

Library. He stated the first one Mr. Bennett hosted was well attended. He stated it is a five-part series. He stated in February they hosted a community event at the Putnam Valley Free Library. He stated vital information from experts was shared about mental health, terror assessment management and school safety. He stated members from the Board of Education, School Administrators and some members of the Legislature were present and participated in the discussion. He stated that was coordinated and run by CEPAB Co-Chair Jenie Fu. He stated one topic raised is the need to extend the hours of the School Resource Officers, so they are on duty during the after-school activities. He stated Jeffery Temper will speak to that.

Jeffery Temper, CEPAB Member stated he was a 30-year middle school counselor at John Jay in Cross River. He stated that he still coaches middle school track at John Jay. He stated John Jay has a security officer on duty, during the after-school hour activities until 6:30 - 7:30p.m. He stated the parents in the Carmel School District, George Fisher Middle School, stated their Security Officer leaves at the end of the school day. He stated that is a concern for them. He stated the parents said they were going to discuss their concerns with the School District. He stated they also discussed the drills that are practiced in the schools and why they are done. He stated the parents would like the schools to do a better job of disseminating the information related to the drills. He stated the parents also requested if the schools are doing anything about the social and emotional development around the drills for the students. He stated several parents say their kids come home afraid because of the drills.

CEPAB Co-Chair Ronald Reid stated, with his law enforcement background, he supports the practice of drills. He believes they need to be practiced until they become automatic. He stated at the same time he recognizes a compromise and solution needs to be arrived at. He stated he would like to recognize Putnam County Sheriff Captain Knox and a group of the Deputies who were present. He stated an event in recognition of Black History Month was held. He stated they hosted a movie screening of the Bob Marley movie. He stated the movie was very informative. He stated being a native of the island of Jamaica he found the information about the late Bob Marley and his family to be very fascinating. He stated it was a well-attended event. He recognized and thanked the Carmel Movie Theatre for hosting the event. He stated CEPAB looks forward to hosting future events. He stated on April 6, 2024, CEPAB embarked on their first blood drive, in partnership with the American Red Cross and Local 60. He spoke to the need for people to donate blood, if they can, and how important it is. He stated they are working on the plans for the 2024 Culture Festival. He stated it will be held on June 15, 2024, at Veterans Memorial Park. He stated there will be an animal free circus, local performers, and vendors. He stated the rain date will be Sunday, June 16, 2024. He stated last year CEPAB received a grant from the State of New York. He stated unfortunately to date, they have not received any funding. He thanked the Protective Services Committee for their time.

Jeffery Temper, CEPAB Member stated his appreciation to the Protective Services Committee. He stated he believes the Culture Festival is a great community and family event. He stated it is so great to see families spending time together, outside, and away from the "screens". He stated those who were present were having fun and that is what it is all about.

Chairwoman Nacerino thanked CEPAB Co-Chair Ronald Reid and Member Jeffery Temper for providing the update. She spoke to her opinion of the critical role CEPAB plays in our community. She stated as a retiree from the Brewster School District, she can attest to the busyness of schools after the school day ends. She stated she supports the need for School

Resource Officers (SROs) to be on duty during that time. She stated she also supports and agrees that the social and emotional well-being of our students need to be attended to.

Legislator Addonizio stated her support for having SROs present during after school activities. She thanked CEPAB and its members for all they do for the community.

CEPAB Co-Chair Ronald Reid stated he would also like to thank Sustainable Putnam for all of the work they do to try to improve the environment, so we can leave it here for generations to come.

Chairwoman Nacerino stated she believes we have one goal together, and that is to improve, to evolve and to keep growing and keep communicating. She stated the CEPAB committee has brought that to the forefront.

Legislator Sayegh requested the particulars of the Culture Festival be provided again.

CEPAB Co-Chair Ronald Reid stated it will be on June 15, 2024, from 11:30 – 5:00p.m. at the Putnam County Veterans Memorial Park. He stated it will be a fun filled day. He stated anything the County can do to help out, would be much appreciated. He continued to speak to some of the programs they hope to have available.

Chairwoman Nacerino expressed her appreciation again.

Item #8 - Other Business - None

Item #9 – Adjournment

There being no further business at 7:03PM Chairwoman Nacerino made a motion to adjourn; Seconded by Legislator Addonizio. All in favor.

Respectfully submitted by Deputy Clerk Diane Trabulsy.

THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue

Carmel, New York 10512

(845) 808-1020 Fax (845) 808-1933

Paul E. Jonke *Chairman*
Amy E. Sayegh *Deputy Chair*
Diane Schonfeld *Clerk*
Robert Firriolo *Counsel*



Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
Ginny Nacerino	Dist. 4
Greg E. Ellner	Dist. 5
Paul E. Jonke	Dist. 6
Joseph Castellano	Dist. 7
Amy E. Sayegh	Dist. 8
Erin L. Crowley	Dist. 9

AGENDA

PROTECTIVE SERVICES COMMITTEE MEETING

HELD IN ROOM 318

PUTNAM COUNTY OFFICE BUILDING

CARMEL, NEW YORK 10512

Members: Chairwoman Nacerino & Legislators Addonizio & Sayegh

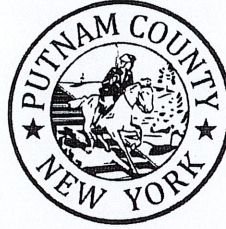
Wednesday

6:30p.m.

April 17, 2024

(Health Meeting to Immediately Follow)

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Acceptance/ Protective Services Meeting Minutes/ March 21, 2024**
- 4. Update/ Community Engagement Police Advisory Board (CEPAB)/ Chairman of CEPAB Scott Rhodes**
- 5. Approval/ Hazard Mitigation Grant Program Application/ Commissioner Bureau of Emergency Services Robert Lipton**
- 6. Approval/ Budgetary Amendment 24A030/ Bureau of Emergency Services and Sheriff's Department/ Reallocation of NY State Homeland Security Grant (SHSP) Funds to Purchase Equipment for the Sheriff's Department/ Sheriff Kevin McConville**
- 7. FYI/ Coroners Report- 2024 1st Quarter**
- 8. Other Business**
- 9. Adjournment**



cc: All
Protective
5-21-24
Approval
#4

PUTNAM COUNTY EXECUTIVE
KEVIN M. BYRNE

Memorandum

Date: May 14, 2024

To: Paul Jonke
Chairman, Putnam County Legislature

CC: Diane Schonfeld
Clerk, Putnam County Legislature

From: Kevin M. Byrne
Putnam County Executive

A large, stylized handwritten signature in black ink, appearing to be "KB", written over the "From" field.

2024 MAY 14 PM 4:30
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

In accordance with (§) 35-38 of the Putnam County Code, and upon the recommendation of the members of the board, it my privilege to appoint Mr. Robert Cuomo, Mr. Frank DiMarco, Mr. Nat Prentice, Mr. William Walters, and re-appointment of Ms. Eileen Barrett to the Putnam County Emergency Services Safety Advisory Board. Each candidate is well-qualified and knowledgeable in the fields they represent.

I respectfully ask that the Legislature place the appointments of these candidates on the next appropriate agenda meeting with the intention they be confirmed during the next full legislative meeting afterwards.

Listed below are the names of all appointees and the corresponding positions they will serve. As noted in the attached memo from Commissioner Lipton, the board is actively working to fill the two EMS positions on the board as well.

Attached for your review are the resumes of all candidates:

- **Robert Cuomo (Appointment)**
Putnam County Bureau of Emergency Services Representative
Term expires December 31, 2025
- **Frank DiMarco (Appointment)**
Putnam County Chief's Association Representative (Replacing current board member who has resigned from the position)
Term Expires: December 31, 2024

- **Nat Prentice (Appointment)**
Putnam County Community Representative (Replacing current board member who has resigned from the position)
Term Expires: December 31, 2024

- **William Walters (Appointment)**
Experience or familiarization with the New York State Uniformed Building and Fire Code
Term Expires: December 31, 2026

- **Eileen Barrett (Re-Appointment)**
Putnam County Community Representative
Term Expires: December 31, 2026



PUTNAM COUNTY BUREAU OF EMERGENCY SERVICES



Kevin M. Byrne
County Executive

Robert A. Lipton
Commissioner of Emergency Services


J. Ralph Falloon
Deputy Commissioner of Emergency Services

Christopher E. Shields
Director of Emergency Management

Robert Cuomo
Director of Emergency Medical Services

MEMORANDUM

To: Kevin M. Byrne, County Executive

From: Robert A. Lipton, Commissioner 

Re: Emergency Services Safety Advisory Board

Date: May 10, 2024

Per Article 3 of the ESSAB By-Laws:

"Appointment Procedure of the Putnam County Emergency Services Safety Advisory Board Rules and Regulations";

"The Putnam County Emergency Services Safety Advisory Board will make recommendations to the County Executive who will appoint members. Consummation is then needed by the Putnam County Legislature. All members shall serve without compensation."

The Board respectfully requests the appointment of Robert Cuomo, Chairman, representing the Bureau of Emergency Services, who is replacing Eric Gross' remaining term which expires on December 31, 2025.

The Board respectfully requests the appointment of Frank DiMarco, representing the Chief's Association, who is replacing Kevin Neary's three-year term which expires on December 31, 2024.

The Board respectfully requests the appointment of Nat Prentice, representing the Putnam County Community, who is replacing Mary Frances McCarthy's three-year term which expires on December 31, 2024.

The Board respectfully requests the appointment of William Walters, representing the NYS Uniformed Building and Fire Code, who is replacing Eric Peters for a three-year term commencing January 1, 2024 to expire December 31, 2026.

The Board respectfully requests the re-appointment of Eileen Barrett, representing the Putnam County Community for a three-year term commencing January 1, 2024 to expire December 31, 2026.

There are two open EMS positions in which the Board is inquiring about the availability of Cathy Lewis and Michael Mocuiski.

Thank you.



MICHAEL LEWIS
Commissioner Of Finance

SHEILA BARRETT
Deputy Commissioner of Finance

cc: all
Prot 5-21
A+A 5-23

Reso
Approval

#5

DEPARTMENT OF FINANCE

May 6, 2024

Ms. Diane Schonfeld, Clerk
Putnam County Legislature
40 Gleneida Avenue
Carmel, NY 10512

2024 MAY - 7 PM 1:58
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Ms. Schonfeld,

Pursuant to Code Section 5-1, A dated February 14, 2010, I am advising you of the following 2024 budgetary amendment which has been submitted for approval.

Increase Estimated Revenues:

16311000 427051 Community & Youth – Outside Donation \$ 300.00

Increase Appropriations:

16311000 54410 Community & Youth – Supplies/Materials \$ 300.00

2024 Fiscal Impact -0-
2025 Fiscal Impact -0-

This amendment recognizes funds presented to the Putnam County Sheriff's Department by Howard Stern, Esq, for the purchase of one Project Lifesaver bracelet for the "Project Lifesaver" program currently run by the Sheriff's Youth and Community Services division.

AUTHORIZATION:

Date _____ Commissioner of Finance/Designee: Initiation by \$0 - \$5,000.00

Date _____ County Executive/Designee: Authorized for Legislative Consideration \$5,000.01 - \$10,000.00

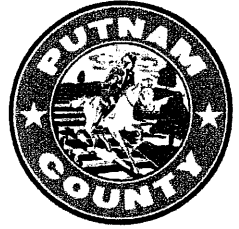
Date _____ Chairperson Audit/Designee: \$0 - \$10,000.00 **24A039**

Date _____ Audit & Administration Committee: \$10,000.01 - \$25,000.00



KEVIN J. MCCONVILLE
SHERIFF

**PUTNAM COUNTY
OFFICE OF THE SHERIFF
AND
CORRECTIONAL FACILITY
THREE COUNTY CENTER
CARMEL, NEW YORK 10512
845-225-4300**



THOMAS H. LINDERT
UNDERSHERIFF

May 2, 2024

Mr. Michael Lewis
Commissioner of Finance
County Office Building
40 Gleneida Avenue
Carmel, N.Y. 10512

Dear Commissioner Lewis:

I am advising you of the following request to amend the 2024 Putnam County Sheriff's Department budget:

Increase Revenues:

16311000 427051 Community and Youth-Outside Donations \$300.00

Increase Appropriations:

16311000 54410 Community and Youth-Supplies & Materials \$300.00

2024 Fiscal Impact -0-

2025 Fiscal Impact -0-

This amendment recognizes funds presented to the Putnam County Sheriff's Department, from Howard Stern, Esq for the purchase of one (1) Project Lifesaver bracelet, for the "Project Lifesaver" program, currently run by the Sheriff's Youth and Community Services division.

Sincerely,

Thomas H. Lindert
Undersheriff

PUTNAM COUNTY SHERIFF'S OFFICE
INTER-OFFICE MEMORANDUM

May 1, 2024

**To: Sheriff Kevin J. McConville
Undersheriff Thomas Lindert**

Attn: Kristin Van Tassel

From: Deputy Claire Pierson *CP*

Subject: Donation for Project Lifesaver

This member is writing to inform you of a donation received from Howard Stern, Esq in the amount of \$300.00 for the purchase of one (1) Project Lifesaver bracelet. Mr. Stern was a participant in the Putnam/Northern Westchester Fire Police Association seminar that took place on May 24, 2024 at which member gave a presentation on the Project Lifesaver program.

Howard Stern
4 Sunset Dr
Bedford Hills, NY 10507-1818

THE LAW OFFICE OF HOWARD STERN
2 WILLIAM STREET, SUITE 304, WHITE PLAINS, NY 10601 (914) 683-0505

SPEED - MEMO

TO: Deputy Claire
Pierson

DATE: 4-24-25

RE: Donation

Deputy: "Tracking" Device

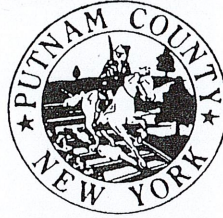
I'm sure you will remember
me from last week's Excellent Fire-Police
Presentation. Here is a contribution to help
one family! Gotta start somewhere!

Also Walmart for donations is:

<https://www.walmart.com/nonprofits>

Let me know if I can help
Stay safe

|| Howard



MICHAEL LEWIS
Commissioner Of Finance

SHEILA BARRETT
Deputy Commissioner of Finance

cc: all
Prot 5-21-24
At A5-23-24
RCSO
approve
#6

DEPARTMENT OF FINANCE

May 6, 2024

Ms. Diane Schonfeld, Clerk
Putnam County Legislature
40 Gleneida Avenue
Carmel, NY 10512

2024 MAY - 7 PM 1:58
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Ms. Schonfeld,

Pursuant to Code Section 5-1, A dated February 14, 2010, I am advising you of the following **2024** budgetary amendment which has been submitted for approval.

Increase Estimated Revenues:

32311000	443890	Sheriff BCI – Public Safety Other	\$ 329.94
17311000	443890	Sheriff Patrol – Public Safety Other	<u>265.28</u>
			<u>\$ 595.22</u>

Increase Appropriations:

32311000		Sheriff BCI	
	51093	Overtime	\$ 306.50
	58002	Social Security	23.44
17311000		Sheriff – Patrol	
	51093	Overtime	246.43
	58002	Social Security	<u>18.85</u>
			<u>\$ 595.22</u>

2024 Fiscal Impact -0-
2025 Fiscal Impact -0-

This amendment recognizes revenue received from the NYS Stop-DWI Foundation Inc to reimburse the Sheriff's BCI and Patrol divisions for overtime expenses associated with DRE callouts.

(Drug Recognition Expert)

AUTHORIZATION:

Date _____ Commissioner of Finance/Designee: Initiation by \$0 - \$5,000.00

Date _____ County Executive/Designee: Authorized for Legislative Consideration \$5,000.01 - \$10,000.00

Date _____ Chairperson Audit/Designee: \$0 - \$10,000.00

42
24A058

Date _____ Audit & Administration Committee: \$10,000.01 - \$25,000.00



KEVIN J. MCCONVILLE
SHERIFF

PUTNAM COUNTY
OFFICE OF THE SHERIFF
AND
CORRECTIONAL FACILITY
THREE COUNTY CENTER
CARMEL, NEW YORK 10512
845-225-4300



THOMAS H. LINDERT
UNDERSHERIFF

Deputy Outside Services

DATE: 4/19/2024

Mr. Michael Lewis
Commissioner of Finance
County Office Building
40 Gleneida Avenue
Carmel, N.Y. 10512

Dear Commissioner Lewis:

Check #9022 in the amount of \$595.22

From: NYS STOP-DWI FOUNDATION INC.

Is reimbursement for hours of service of a DRE call on January 29 and another on January 30, 2024. This was a grant through NYS Governor's Traffic Safety Committee.

Please apply to corresponding revenue account # 32311000.443890 \$ 329.94

Please apply to corresponding revenue account # 17311000.443890 \$265.28

Additionally, please increase expenditure lines:

32311000.51093	\$ 306.50
32311000.58002	\$ 23.44
17311000.51093	\$ 246.43
17311000.58002	\$ 18.85

Very truly yours,

Kristin D. Van Tassel
Fiscal Manager

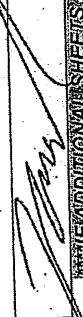
ENFORCEMENT HOURS FOR HIGH VISIBILITY ENGAGEMENT / CALIBRATING OFFICER
FRINGE BENEFITS ARE NOT AN ALLOWABLE COST

Grant Type: PTS <input type="checkbox"/> HSI <input checked="" type="checkbox"/>	Contact Name: Sergeant M. Sutherland
Grant Number: HS1-2024-NYS STOP-DWI Found-00199-(088)	Phone Number: 845-260-4517
Municipality/Organization Name: Putnam County Sheriff's Dept.	Email Address: michael.sutherland@putnamcountyny.gov

A TITLE	B OFFICER NAME	C DATE COST INCURRED	D SHIFT HOURS (This column only needs to be completed if employee is listed twice on the same day. Example 4pm - 8pm)	E NUMBER OF HOURS	F HOURLY RATE	G SHIFT DIFF./RAISE <small>(SEE BELOW BY EXPLANATION)</small>	H TOTAL SALARY AMOUNT (Column Ex Column F)	I If hours worked are OVERTIME put an "X" in this column	
Deputy Sheriff	Weinberg, Robert	01/30/2024		4	66.32		265.27		
Total Salary							265.27		

*Shift Differential/Raise – If an Officer is listed more than once and has different hourly rates listed, please put an "X" in column G next to the rate that includes the shift differential/raise.

I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND THAT THE ABOVE EXPENDITURES ARE MADE IN ACCORDANCE WITH THE GRANT GUIDELINES AND ARE DIRECTLY RELATED TO THE GOALS AND OBJECTIVES OF THE GRANT LISTED ABOVE. I ALSO CERTIFY THAT THE APPROPRIATE SALARY REGISTERS, TIME AND ATTENDANCE RECORDS, AND IF APPLICABLE, TIME DISTRIBUTION SHEETS IN RELATION TO THE ABOVE-MENTIONED GRANT ARE BEING KEPT AND ARE AVAILABLE FOR AN ON-SITE AUDIT AND/OR REVIEW BY THE GOVERNORS TRAFFIC SAFETY COMMITTEE, THE NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION AND/OR BY THE OFFICE OF THE STATE COMPTROLLER.

Supervisor's Signature: 

Print Name: Sergeant Michael Sutherland

Today's Date: 02/08/2024

NO ADDITIONAL SHEETS ARE TO BE USED PLEASE MAKE SURE THAT EACH SHEET IS COMPLETED, SIGNED AND DATED.



PS-1 (10/2023-9/30/2024)

**NYS GOVERNOR'S TRAFFIC SAFETY COMMITTEE ITEMIZED LISTING OF PERSONAL SERVICES
ENFORCEMENT HOURS FOR HIGH VISIBILITY ENGAGEMENT CAMPAIGNS GRANT ONLY**
FRINGE BENEFITS ARE NOT AN ALLOWABLE COST

Grant Type: PTS <input type="checkbox"/> HS1 <input checked="" type="checkbox"/>	Contact Name: Kevin Radovich
Grant Number: HSI-2024-NYS STOP-DWI Found-00199-(088)	Phone Number: 845-260-8644
Municipality/Organization Name: Putnam County Sheriff's Office	Email Address: Kevin.Radovich@PutnamCountyNY.gov

A TITLE	B OFFICER NAME	C DATE COST INCURRED	D SHIFT HOURS (This column only needs to be completed if employee is listed twice on the same day. Example 4pm - 8pm)	E NUMBER OF HOURS	F HOURLY RATE	G SHIFT DIFF./RAISE	H TOTAL SALARY AMOUNT (Column E x Column F)	I If hours worked are OVERTIME put an "x" in this column	
Investigator	Kevin Radovich	01/29/24		4	\$82.4858	X	\$329.9432	X	
Total Salary								\$329.9432	

*Shift Differential/Raise -- If an Officer is listed more than once and has different hourly rates listed, please put an "x" in column G next to the rate that includes the shift differential/raise.

CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND THAT THE ABOVE EXPENDITURES ARE MADE IN ACCORDANCE WITH THE GRANT GUIDELINES AND ARE DIRECTLY RELATED TO THE GOALS AND OBJECTIVES OF THE GRANT LISTED ABOVE. I ALSO CERTIFY THAT THE APPROPRIATE SALARY REGISTERS, TIME AND ATTENDANCE RECORDS, AND IF APPLICABLE, TIME DISTRIBUTION SHEETS IN RELATION TO THE ABOVE-MENTIONED GRANT ARE BEING KEPT AND ARE AVAILABLE FOR AN ON-SITE AUDIT AND/OR BY THE GOVERNORS TRAFFIC SAFETY COMMITTEE, THE NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION AND/OR BY THE OFFICE OF THE STATE COMPTROLLER.

Protective
May 21

cc: All

update

#7

**PUTNAM COUNTY SHERIFF'S OFFICE
INTER-OFFICE MEMORANDUM**

* Amended

May 14, 2024

TO: Chairwoman Ginny Nacerino, Protective Services Committee

FROM: Sheriff Kevin McConville

SUBJECT: Items for May 21, 2024 Protective Services Committee Meeting

Item # 1. Quarterly Report on the License Plate Reader Program (LPR).

Item # 2. FYI on the receipt of Federal Funds received for the involvement of the Putnam County Sheriff's Office as part of the Equitable Sharing in the Department of Justice and U.S. Treasury Seized Assets Program.

* **Item # 3.** The NYS Division of Criminal Justice Services (DCJS) has awarded the PCSO under the LETECH Grant, Law Enforcement Technology, a Grant in the amount of \$119, 412.00 for the purchase of License Plate Readers, Body Worn Cameras, In Vehicle Video Systems, and Surveillance Cameras. The PCSO will formally receive an award letter and grant documentation from DCJSA Office of Program Development and Funding no later than Friday, May 31, 2024.

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2024 MAY 14 PM 4:36

CC: All
Protective
5/21

APPROVE
#8

APPROVAL/ GRANT APPLICATION/ STATE AND MUNICIPAL FACILITIES GRANT PROGRAM/ PUTNAM COUNTY FIRE TRAINING CENTER

WHEREAS, Section 5-2(E) of the Putnam County Code provides that an applicant of any grant application that does not require local Putnam County (“the County”) matching funds shall notify the Putnam County Legislature (“the Legislature”) of the submission of a grant application and, further, if the Legislature objects to such grant application, the applicant shall not apply for said grant; and

WHEREAS, by and through the State of New York and the Office of Senator Peter Harckham, the County has the opportunity to apply for a State and Municipal (“SAM”) Crest Grant in the amount of \$100,000 administered by the Dormitory Authority of the State of New York (“DASNY”) for Renovations to the Putnam County Fire Training Center; and

WHEREAS, the purpose of the grant funds is to subsidize the costs associated with the Project; and

WHEREAS, there is no matching fund requirement by the County to accept the SAM Crest grant for the Project; now therefore be it

RESOLVED, that the Legislature authorizes and approves the County’s submission, by the Department of Planning, Development and Public Transportation, of its application for a \$100,000 grant administered through DASNY and awarded by the SAM Crest Facilities Grant Program for the Project; and be it further

RESOLVED, that this resolution shall take effect immediately.

2024 MAY 14 PM 4:45
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

MICHAEL J. LEWIS
Commissioner of Finance



SHEILA BARRETT
First Deputy Commissioner of Finance

cc: all
Prot 5/21
A+A 5/23

RESO
#9

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance – *MJL*
RE: **Budgetary Amendment – 24A036**
DATE: April 24, 2024

2024 APR 24 PM 4:50
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Commissioner of the Bureau of Emergency Services, the following budgetary amendment is required.

Capital Fund:

Increase Appropriations:

55197000 532314 51509 Capital - 23CP14 - Fire Training Center \$ 300,000

Increase Estimated Revenues:

55197000 449898 51509 Federal Aid - ARPA CFDA 21.027 \$ 100,000

55197000 437897 51509 State Aid - SAM Grant - FTC Project ID 26380 \$ 200,000

Decrease Appropriations:

53097000 53000 51601 Capital - Interoperable Public Safety Communication \$ 100,000

Decrease Estimated Revenues:

53097000 449898 51601 Federal Aid - ARPA CFDA 21.027 \$ 100,000

Fiscal Impact - 2024 - \$ 0

Fiscal Impact - 2025 - \$ 0

Please refer to Commissioner Lipton's communication attached regarding the additional request.

Michael Lewis

From: Robert Lipton
Sent: Monday, April 22, 2024 11:30 AM
To: Michael Lewis
Cc: John Tully; Thomas Feighery; Joseph Bellucci; Alexis Hawley; Barbara Barosa
Subject: Fire training center

Mike,

The Purchasing Department recently issued a bid for the demolition, site work and foundation necessary to complete that phase of the FTC project. I am also working with the purchasing department on the procurement of the assembly of the system once it is received. I am told that the engineers estimate for the bid of the site work is \$300k. Given that our current budget for the entire project stands at \$1.3 million we estimate that another \$300,000 will be needed to award all phases of the project. Commissioner Barosa has confirmed that our grant request of \$200K from DASNY has been approved. Therefore, we need a budgetary amendment to account for the DASNY funding along with seeking approval for the remaining \$100k from reserve.

Some of the justification for the additional funds are as follows:

- 1.) Across the board construction market price increases since Summer of 23.
- 2.) Outsourcing certain aspects of the work involved, specifically demolition, which was determined to be dangerous for PCDPW to do in house and would require a specialized demolition contractor.
- 3.) Entire scope of work wasn't clearly and fully defined until our consultants began surveying and developing the site plans in February/March.
- 4.) Our consultants also based their estimate on a similar, recently completed project.

In full disclosure, this request currently has a fiscal impact of \$300k beyond what was originally planned. The current budget includes an appropriation from the capital reserve account of \$200k which we were hoping to return if our grant applications were successful. As of now, only the Senator Harckham CREST grant (DASNY) was approved. We will keep you posted on the others, one of which is a CFA shared services grant for \$500k.

Bob

Robert Lipton
Commissioner
Putnam County
Bureau of Emergency Services
112 Old Route 6
Carmel, NY, 10512
Robert.lipton@putnamcountyny.gov
845-808-4000 Ext 41101



DASNY

KATHY HOCHUL
Governor

LISA GOMEZ
Chair

November 20, 2023

VIA EMAIL

Barbara Barosa
Principal Planner
County of Putnam
40 Gleneida Ave
Carmel, New York 10512

Re: *Community Resiliency, Economic Sustainability, and Technology Program ("CREST")
Demolition and Site Preparation for the New Burn Building Training Center and Fire Tower
Project ID: 26380*

Dear Barbara Barosa:

As you know, the State has awarded the County of Putnam ("Grantee") a Community Resiliency, Economic Sustainability, and Technology Program ("CREST") grant for the above-referenced project in the amount of \$200,000.00 (the "Grant").

This letter outlines the documentation you will need to complete and return to DASNY in order to start the Grant Administration process.

- *Please return the completed documentation electronically, as described below within thirty (30) days. **If you are not able to meet this timeframe, please send an email to callcenter@dasny.org with your requested timeline for submission.***
- *If the information is not returned in a timely manner, or documentation is incomplete, your Grant will be delayed as DASNY generally reserves the right to request updated documentation throughout the administrative process to ensure the required reviews are based on accurate information.*
- *If there are any changes to the contact information for the primary contact for your organization, the authorized officer contact information, or change in your organizational address – please email (grants@dasny.org).*

Please also read the attached Frequently Asked Questions (FAQs) as it relates to the following requested documents and other questions that you may have regarding the Grant Process.

ALBANY (HEADQUARTERS): 515 Broadway, Albany, NY 12207 | 518-257-3000
BUFFALO: 6047 Transit Road, Suite 103 East Amherst, NY 14051 | 716-884-9780
NEW YORK CITY: 28 Liberty Street, Fl 55, New York, NY 10005 | 212-273-5000
ROCHESTER: 3495 Winton Place, Building C, Suite 1, Rochester, NY 14623 | 585-450-8400

DORMITORY AUTHORITY STATE OF NEW YORK
**WE FINANCE, DESIGN & BUILD
NEW YORK'S FUTURE.**

www.dasny.org



DASNY

The following documents must be completed and returned to DASNY so the required reviews can be conducted and State approvals obtained:

- Completed Grantee Certification signed by two (2) authorized officers;
- Completed Project Certification signed by an authorized officer;
- The Grantee Questionnaire (GQ) requested by DASNY expires after one (1) year;
 - o The GQ on file has expired or is about to expire. Please provide the names, titles and email addresses of two authorized officers so that a GQ may be sent out by the Processor that will be assigned to review your paperwork:

Authorized Officer #1: Name: _____ Title: _____

Email: _____ Phone: _____ Ext: _____

Authorized Officer #2: Name: _____ Title: _____

Email: _____ Phone: _____ Ext: _____

If your organization is a not-for-profit please also see the 'Prior to Final Approval' section in attached FAQs for information regarding the prequalification requirement through NY State Grants Gateway.

Grantees are also advised that grant-funded projects are subject to the State Environmental Quality Review Act (SEQRA) and State Historic Preservation Act (SHPA). Information regarding the SEQRA and SHPA process is included in the FAQs.

Should you have any questions concerning the enclosed documentation please either call (518) 257-3177 or email callcenter@dasny.org.

Sincerely,

A handwritten signature in black ink, appearing to read "Sarah Antonacci".

Sarah D. Antonacci
Assistant Director, Grants Administration

GRANTEE CERTIFICATION

County of Putnam

Demolition and Site Preparation for the New Burn Building Training Center and Fire Tower

Project ID: 26380

WE HEREBY WARRANT, REPRESENT AND CERTIFY TO DASNY that:

- The County of Putnam (the "Grantee") has applied for a ("CREST") Grant in the amount of \$200,000.00 (the "Grant"). This Grant will be used for the Demolition and Site Preparation for the New Burn Building Training Center and Fire Tower (the "Project"). We understand that the Grant funds may be used only for certain community improvement purposes as set forth in the enabling legislation and that the Grant Disbursement Agreement (GDA) to be executed in connection with this Grant contains a provision that states that Grant funds may not be used to finance a program or Project that will in any way promote or facilitate religious worship, instruction or proselytizing. We have been informed that this provision exists to ensure compliance with Federal and State law. Therefore, as Authorized Officers of the Grantee, we hereby certify the following in connection with the Project to be financed by the Grant:
 - no religious purpose shall be advanced or promoted by the Project or program funded by the Grant;
 - the Project or program will provide no religious instruction or counseling, conduct no religious worship or services, engage in no religious proselytizing, and exert no other religious influence in the provision of services or the use of facilities or furnishings assisted in any way by public funds;
 - the Project or program shall be open to all without regard to religion; and
 - the Grantee shall take affirmative steps to ensure that information is widely disseminated with respect to the following aspects of the Project or program:
 - the Project or program is publicly funded;
 - the Project or program is open to all, regardless of religious affiliation; and
 - the Project or program beneficiaries are not limited to any particular sect or group.
 - the Grantee shall exercise care to make sure the facilities and/or services to be supported in whole or in part by Grant proceeds are available and accessible to all members of the public by ensuring Project location(s) and/or service areas are in proximity to public transportation; sufficient parking; and by choosing Project location(s) and/or service areas that do not restrict use to a certain subset of the population defined by religion;
- We understand that the State of New York, DASNY and other entities that may be involved in the Grant process are relying on the above information in making the determination whether to award the Grant to the Grantee.
- By signing this document, we certify that we are authorized officers for the Grantee and have the authority to submit this Certification.

Please sign and return this document to DASNY by either signing pen to paper and sending the pdf OR by typing your full name into signature line(s) below as indicated. Please return these documents to callcenter@dasny.org from the Grantee's organizational email address and retain the original copies for production to DASNY if requested. By providing electronic signature(s), the Grantee's designee will be providing validly binding legal documents, just the same as a pen-and-paper signature.

Authorized Officer (sign or type)

Printed Name (print or type)

Title (print or type)

Dated

Authorized Officer (sign or type)

Printed Name (print or type)

Title (print or type)

Dated

**PROJECT CERTIFICATE OF THE
County of Putnam**

Community Resiliency, Economic Sustainability, and Technology Program (the "CREST")
For the Demolition and Site Preparation for the New Burn Building Training Center and Fire Tower
(Project ID: 26380)

I, the undersigned, an Authorized Officer of County of Putnam (the "Grantee"), DO HEREBY CERTIFY that:

- All contractors and vendors retained to perform services in connection with the Demolition and Site Preparation for the New Burn Building Training Center and Fire Tower (the "Project") shall be authorized to do business in the State of New York and shall possess and maintain all professional licenses and/or certifications required to perform the tasks undertaken in connection with the Project.
- To the extent that CREST Grant proceeds are used to reimburse the Grantee for the cost of any portion of the Project noted above, the Grantee certifies that no other external funding source, including but not limited to, State or Federal restructuring loans, State or Federal grants, or grants, loans, or other funding from any other public or private source (currently or within the last six (6) years), will be used for substantially the same Project costs at the same location as described in the Preliminary Application or Project Information Sheet provided to DASNY.
- If the Project includes vehicle purchase(s), removable equipment, or furnishings including but not limited to, computer hardware and software, air conditioning units, lab equipment, security cameras, office furniture and telephone systems, the Grantee has or will develop, implement, and maintain an inventory system for tracking such items, and items will be installed, stored, or secured on property owned by and/or under the control of the Grantee; the Grantee has or will develop, implement, and maintain a usage policy for items in compliance with all State and Federal regulations or privacy laws, including use, retention, storage, or deletion of any data, images, or videos stemming from Grant funded purchase of such items if applicable.
- The Grantee has informed DASNY via the Preliminary Application, Project Information Sheet, or other correspondence if Grantee is a state related entity, or if the Project location is owned by a state related entity. Furthermore, if the status of the Grantee or Project location changes, the Grantee will inform DASNY of any changes that would impact the tax-exempt status of the Grant.
- The Grantee acknowledges that Grant proceeds cannot be utilized to pay for:
 - Deposits advance payments, or progress payments until work is completed, or goods received by Grantee;
 - to pay down long term debt;
 - internal labor costs;
 - rental or leased equipment, or equipment with an anticipated useful life of less than three (3) years;
 - stockpiled materials;
 - recurring software costs, including licensing or maintenance fees;
 - materials and/or services provided by another entity other than a licensed contractor or vendor.
- The Grantee will maintain accurate books and records through Project completion/payout of the Grant as well as for six (6) years from the date the Project is completed and will make those books and records available to DASNY, its agents, officers and employees during the Grantee's business hours upon reasonable request.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 20_____.

By signing these documents, I certify that I am an authorized officer for the Grantee.

Please sign and return this document to DASNY by either signing pen to paper and sending the pdf OR by typing your full name into signature line(s) below as indicated. Please return these documents to callcenter@dasny.org from the Grantee's organizational email address and retain the original copies for production to DASNY if requested. By providing electronic signature(s), the Grantee's designee will be providing validly binding legal documents, just the same as a pen-and-paper signature.

By (sign or type): _____

Name (print or type): _____

Title (print or type) _____

PUTNAM COUNTY LEGISLATURE

Resolution #180

Introduced by Legislator: Ginny Nacerino on behalf of the Protective Services Committee at a Regular Meeting held on September 5, 2023.

page 1

APPROVAL/ BUDGETARY AMENDMENT (23A043)/ EMERGENCY SERVICES/ RESOLUTION #135 OF 2022 ARPA FUNDING EARMARKED FOR RADIOS - POLICE & FIRE/ REPURPOSE FOR FIRE TRAINING CENTER/ CAPITAL FACILITY RESERVE FUNDS 23CP14

WHEREAS, per Resolution #135 of 2022, ARPA funds were earmarked to go towards the Statewide Interoperable Communications Grant (SICG) Targeted Grant Program to allow the County to enhance their public safety operations by strengthening communications infrastructure which is critical in emergency situations; and

WHEREAS, it has been determined that the County will continue to utilize SICG – Formula Grant awards towards this project and can repurpose \$1 million to go towards the procurement and installation of the Fire Training Center and other project related costs that will serve the fire fighters from Putnam County’s fire departments and surrounding are departments; and

WHEREAS, the County’s consultant has indicated that the Fire Training Center is an allowable use of ARPA funds which is classified under the 3.4 Public Sector Capacity category which includes investment to support emergency response; and

WHEREAS, the Commissioner of the Bureau of Emergency Services has requested a budgetary amendment (23A043) to repurpose these funds; and

WHEREAS, the Protective Services Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it

RESOLVED, that the following budgetary amendment be made:

CAPITAL FUND:

Increase Appropriations:

55197000 532314 51509	Capital – 23CP14 – Fire Training Center (ARPA Funding)	1,000,000
-----------------------	--	-----------

Increase Estimated Revenues:

55197000 449898 51509	Federal Aid – ARPA CFDA 21.027	1,000,000
-----------------------	--------------------------------	-----------

Decrease Appropriations:

53097000 53000 51601	Capital – Interoperable Public Safety Communication	1,000,000
----------------------	---	-----------

Decrease Estimated Revenues:

53097000 449898 51601	Federal Aid – ARPA CFDA 21.027	1,000,000
-----------------------	--------------------------------	-----------

2023 Fiscal Impact – 0 –

2024 Fiscal Impact – 0 –

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

APPROVED

State of New York

ss:

County of Putnam

Kim Rone 9/14/23
 COUNTY EXECUTIVE DATE

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on September 5, 2023.

Dated: September 7, 2023

Signed: *Diane Schonfeld*

Diane Schonfeld
Clerk of the Legislature of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #179

Introduced by Legislator: Ginny Nacerino on behalf of the Protective Services Committee at a Regular Meeting held on September 5, 2023.

page 1

APPROVAL/ BUDGETARY AMENDMENT (23A039)/ EMERGENCY SERVICES/ FIRE TRAINING CENTER/ LOCAL ASSISTANCE & TRIBAL CONSISTENCY FUNDS (LATCF) AND CAPITAL FACILITY RESERVE FUNDS 23CP14

WHEREAS, the Commissioner of the Bureau of Emergency Services has requested a budgetary amendment (23A039) to earmark funds for the demolition, site work, and foundation preparation of the new Fire Training Center Project; and
WHEREAS, \$50,000 will be funded from the Local Assistance & Tribal Consistency Funds (LATCF) which were received earlier this year; and
WHEREAS, another \$50,000 will be funded from the Bureau of Emergency Services' operating budget; and
WHEREAS, pending receipt of \$200,000 from Grant proceeds, said funds will be placed back in the Capital Facility Reserve Fund for this Capital Project 23CP14; and
WHEREAS, the Bureau of Emergency Services will continue to monitor and apply for any grants that would support this important project; and
WHEREAS, the Protective Services Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it
RESOLVED, that the following budgetary amendment be made:

GENERAL FUND:

Increase Appropriations:

10990100 59020 Transfer Out – Capital Fund 100,000

Decrease Appropriations:

10398900 54710 BES - Maintenance & Repairs 50,000

Increase Estimated Revenues:

10131000 440893 Federal Aid – LATCF Funds CFDA 21.032 50,000
(Did not apply for funds)

CAPITAL FUND:

Increase Appropriations:

55197000 532314 51509 Capital – 23CP14 – Fire Training Center 300,000

Decrease Appropriations:

55197000 53000 51509 Capital – Facility Renovation Reserve 200,000

State of New York

ss:

County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on September 5, 2023.

Dated: September 7, 2023

Signed: _____

Diane Schonfeld
Clerk of the Legislature of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #179

Introduced by Legislator: Ginny Nacerino on behalf of the Protective Services Committee at a Regular Meeting held on September 5, 2023.

page 2

Increase Estimated Revenues:

55197000 428601 51509 Transfer In – General Fund 100,000

2023 Fiscal Impact – 0 –

2024 Fiscal Impact – 0 –

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

APPROVED

Kevin Rome 9/14/23

COUNTY EXECUTIVE DATE

State of New York
ss:
County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on September 5, 2023.

Dated: September 7, 2023

Signed: *Diane Schonfeld*

Diane Schonfeld
Clerk of the Legislature of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #191

Introduced by Legislator: William Gouldman on behalf of the Physical Services Committee at a Regular Meeting held on October 3, 2023.

page 1

APPROVAL/ GRANT APPLICATION/ STATE AND MUNICIPAL FACILITIES GRANT PROGRAM/ PUTNAM COUNTY FIRE TRAINING CENTER

WHEREAS, Section 5-2(E) of the Putnam County Code provides that an applicant of any grant application that does not require local Putnam County ("the County") matching funds shall notify the Putnam County Legislature ("the Legislature") of the submission of a grant application and, further, if the Legislature objects to such grant application, the applicant shall not apply for said grant; and

WHEREAS, by and through the State of New York and the Office of Senator Peter Harckham, the County has the opportunity to apply for a State and Municipal ("SAM") Crest Grant in the amount of \$200,000 administered by the Dormitory Authority of the State of New York ("DASNY") for Renovations to the Putnam County Fire Training Center; and

WHEREAS, the purpose of the grant funds is to subsidize the costs associated with the Project; and

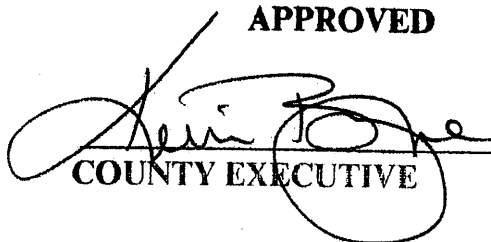
WHEREAS, there is no matching fund requirement by the County to accept the SAM Crest grant for the Project; now therefore be it

RESOLVED, that the Legislature authorizes and approves the County's submission, by the Department of Planning, Development and Public Transportation, of its application for a \$200,000 grant administered through DASNY and awarded by the SAM Crest Facilities Grant Program for the Project; and be it further

RESOLVED, that this resolution shall take effect immediately.

BY POLL VOTE: ALL AYES. LEGISLATOR CROWLEY WAS ABSENT. MOTION CARRIES.

APPROVED



COUNTY EXECUTIVE 10/11/23
DATE

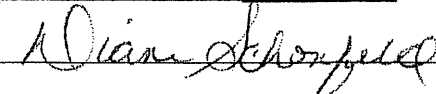
State of New York

ss:

County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on October 3, 2023.

Dated: October 5, 2023

Signed: 

Diane Schonfeld
Clerk of the Legislature of Putnam County



PUTNAM COUNTY BUREAU OF EMERGENCY SERVICES

*Protective
5.21.24*

*CC
Approval
Discussion
#10*



Kevin M. Byrne
County Executive

Robert A. Lipton
Commissioner of Emergency Services

J. Ralph Falloon
Deputy Commissioner of Emergency Services

Christopher E. Shields
Director of Emergency Management

Robert Cuomo
Director of Emergency Medical Services

MEMORANDUM

To: Ginny Nacerino
Chair, Protective Services Committee

From: Robert A. Lipton, Commissioner

Re: May Protective Services Committee Meeting

Date: May 9, 2024

I respectfully request to put the attached Resolution – Approval/Support for creation of a Rescue Task Force on the May Protective Services Committee meeting.

Thank you.

2024 MAY 10 PM 12: 24
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

APPROVAL/SUPPORT FOR CREATION OF A RESCUE TASK FORCE/BUREAU OF EMERGENCY SERVICES

WHEREAS, Putnam County over the last several decades has established a number of specialized response teams to support local fire departments accomplish their mission to protect the health and safety of County residents; and

WHEREAS, there exists in Putnam County a need for a Rescue Task Force in order to support Police, Fire, EMS, and the community when sophisticated resources and specially trained personnel are required to assist residents and/or visitors needing rescue; and

WHEREAS, this Task Force will comprise of volunteers from the County's fire departments and ambulance corps who have expressed interest in being part of such a team; and

WHEREAS, the County will obtain authorization from the volunteer fire departments, communities, and ambulance corps for these personnel to participate on a County sponsored Rescue Taks Force while being covered under the home department's insurance; and

WHEREAS, the Putnam County Sheriff Department will assist in the specialized training of the Rescue Task Force to remove victims from danger; and

WHEREAS, the County has procured a Department of Homeland Security grant to fund the acquisition of equipment needed by the Rescue Task Force; and

WHEREAS, the need to have a Rescue Task Force is becoming increasingly important in order for Putnam County to be prepared in case of an incident; now therefore be it

RESOLVED, that the Putnam County Legislature does hereby authorize the Commissioner of the Bureau of Emergency Services to create a Rescue Task Force and oversee the training, equipping, and operations of said team.

Filed-Grants

FYI-

cc: All

Protective- Mngt

5-21-24



#11



PUTNAM COUNTY BUREAU OF EMERGENCY SERVICES

Kevin M. Byrne
County Executive

J. Ralph Falloon
Deputy Commissioner of Emergency Services

Robert A. Lipton
Commissioner of Emergency Services

Robert Cuomo
Director of Emergency Medical Services

Christopher E. Shields
Director of Emergency Management

MEMORANDUM

To: Ginny Nacerino, Chairwoman, Protective Services
From: Robert A. Lipton, Commissioner
Re: May Protective Services Meeting
Date: May 3, 2024

I would like to add the 2024 Statewide Interoperable Communications Formula – Based Grant Program (2024 SICG-Formula Program) to the Protective Services agenda for May. The application deadline for this grant is June 12, 2024.

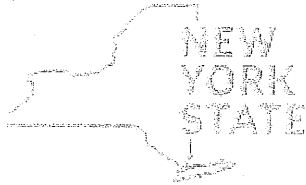
This grant is being used to support our ongoing communications project. **There are no matching funds required for this Grant.**

The information package is attached.

Thank you.

2024 MAY -6 PM 11:37
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2024 MAY -6 PM 11:37



LEGISLATURE
PUTNAM COUNTY
CARMEL, NY
Homeland Security
and Emergency Services

New York State Division of Homeland Security and Emergency Services

**2024
Statewide Interoperable Communications
Grant Program
(Formula – Based Grant Program)**

Request for Applications (RFA)

**Application Deadline: June 12, 2024
Questions Due: May 28, 2024
RFA Updates and Q&A Posting, if any: June 4, 2024**

RFA deadlines above are 5:00PM EDT on the date indicated.

Revision 0 April 30, 2024

Revision History

Revision #	Date	Description	Pages Affected
0	April 30, 2024	Annual Updates	All

Table of Contents

I. General Information.....	4
II. Eligibility.....	9
III. Authorized Program Expenditures	12
IV. Application Format and Content.....	13
V. Funding Distribution.....	14
VI. Application Evaluation Criteria	14
VII. Timeline and Checklist of Required Documentation	15
VIII. Award of Funds and Vendor Responsibility.....	16
IX. Administration of Grant Contracts	17
A. Issuing Agency	17
B. Filing an Application.....	17
C. Reserved Rights.....	17
D. Terms of the Contract.....	19
E. Payment and Reporting Requirements of Grant Recipients.....	19
F. General Specifications	24
G. Special Conditions.....	25
X. Questions.....	27

I. General Information

1. Summary Description

The purpose of this Request for Applications (RFA) is to solicit applications for the 2024 Statewide Interoperable Communications Grant Program (2024 SICG-Formula Program). Funding for the State Fiscal Year 2023-2024 SICG-Formula Program is distributed by formula and a total of \$45 million in funding is available to eligible counties and New York City, as a single entity, (hereafter "Counties" or "Applicant") from this year's appropriation.

The SICG-Formula Program is State support in the form of reimbursement for eligible expenses that aids localities in sustaining and improving Land Mobile Radio Systems (LMR); maintenance of components that support interoperability; training and exercises that include communications as a component; and sustaining and developing governance structures to improve interoperable communications. The 2024 SICG-Formula Program also supports county public safety organizations in enhancing emergency response, improving on capability and performance results from the U.S. Department of Homeland Security's (DHS) National Emergency Communications Plan, improving operating procedures and infrastructure development, and addressing SAFECOM guidance from the DHS Cybersecurity and Infrastructure Security Agency (CISA).

The SICG-Formula Program concentrates on improving interoperability and operability of communication systems in New York State. The SICG-Formula Program focuses on minimizing gaps in interoperable communications by aligning technology acquisitions with its operational use by first responders, providing the foundation necessary to accomplish a high level of interoperability.

For public safety purposes, "interoperability" is defined as the ability of emergency responders to work seamlessly with other systems or products without any special effort. "Wireless communications interoperability" specifically refers to the ability of emergency response officials to share information via voice and data signals on demand, in real time, when needed, and as authorized.

While funding amounts are distributed on a formula basis, final awards are not automatic and are contingent upon 1) the submission of a fully completed application including attestation document before the deadline from the county that meets the Eligibility Criteria set in this RFA, and 2) an executed, reimbursement-based contract.

This document contains information about the 2024 SICG-Formula Program rules and requirements, the types of expenses eligible for funding, and instructions for completing and submitting the grant application.

The SICG-Formula Program is open only to county governments which meet the criteria contained in Part II below. Please refer to Part II for further details on eligibility.

The final authority to administer this grant program rests with DHSES, including amendments or modifications to these guidelines, award distribution, and/or the amount available for award distribution.

2. Objectives

The Office of Interoperable and Emergency Communications (OIEC) seeks to ensure progress towards the goals and milestones described in the New York State Statewide Communications Interoperability Plan (SCIP) and toward communication priorities identified by the Federal government (i.e., SAFECOM Guidance). The SICG-Formula Program focuses on providing stability, sustainment, and further development of LMR systems and regional solutions implemented to date.

The SICG-Formula Program intends to aid county, local, and municipal public safety organizations by enhancing emergency response; improving capability, governance structures, operating procedures, and infrastructure development; and addressing SAFECOM guidance from CISA.

The main concepts, chief criteria, program, and technical requirements of this grant program continue to expand and strengthen OIEC's commitment to regional partnerships, formalizing governance, and implementing operating procedures between counties and agencies. Applicants for the 2024 SICG-Formula Program must utilize non-proprietary, open standards-based technologies and equipment.

2024 SICG-Formula Program Goals:

1. Development and coordination of National Interoperability Channels, as well as, State, Regional, Tribal, and Local mutual aid channels,
2. Development of interoperable communications infrastructure,
3. Improvements of Public Safety Answering Points (PSAPs) toward Next Generation 911 (NG911) development,
4. Development of governance and Standard Operation Procedures (SOPs),
5. Development of an inventory of statewide communications resources (i.e., continuous participation in Communications Assets Survey and Mapping

(CASM) tool) and Tactical Interoperable Communication Plan (TICP¹) development, updates, and utilization.

3. Grant Performance Period

The period of performance for contracts supported by 2024 SICG-Formula Program funds is January 1, 2024 until December 31, 2026, with the potential for extensions based upon a good cause shown and justification for needing additional time.

4. Funding

The funding for this grant program is appropriated from the Statewide Public Safety Communications Account, established by New York State Finance Law Section 97-qq. For the 2024 SICG-Formula Program, \$45 million is available.

\$45 million is available for reimbursing county expenditures for the following purposes:

- Maintenance and sustainment expenditures for LMR systems,
- Technological updates and refresh of existing LMR systems, including equipment and software,
- Build-out of new larger-scale systems and infrastructure, expanding access to radio channels and equipment for local and state agencies within a region; and solutions which may aid in resolution of interoperability channel conflicts along the Canadian border,
- Expansion of communications consortiums to currently non-participating counties and finalization of agreements between new and current consortium members. (These agreements, along with the full integration of SOPs, serve as the basis for efficient utilization of frequency resources, infrastructure, and technology, as well as operational, administrative, and governance functions between counties, State Police, and other State agencies),
- Subsequent phases of communications-related projects previously initiated; including awards to counties pursuing additional build-out of their systems where coverage and frequencies are lacking. (This will help fulfill the “network of networks” vision by completing connectivity between regions); and
- Implementation of technologies to further NG911 development.

¹ TICP captures technology assets, interoperable communications structure, and usage policies and procedures. The TICP defines available assets, prioritization, and utilization procedures. TICP template is available from CISA’s SAFECOM Program.

DHSES reserves the right to release additional Requests for Applications until all available funds are expended.

5. Standards and Guidelines

Eligible Applicants must comply with the following standards and guidelines, as applicable:

1) NYS SCIP

<http://www.dhSES.ny.gov/oiec/plans-policies-guidelines/>

2) New York State Guidelines for Base Station Implementation of Interoperability and Common Channels in New York State

<http://www.dhSES.ny.gov/oiec/plans-policies-guidelines/>

3) Channel Name and Use of Common Fire VHF Radio Frequency in New York

<http://www.dhSES.ny.gov/oiec/plans-policies-guidelines/>

4) NYS Minimum Channel Programming of Interoperability and Common Channels for Public Safety Mobile and Portable Radios

<http://www.dhSES.ny.gov/oiec/plans-policies-guidelines/>

5) NYS Interoperability Channel Naming: 45.88 MHz (LFIRE4D)

<http://www.dhSES.ny.gov/oiec/plans-policies-guidelines/>

6) NYS 700MHz Public Safety National Interoperability Channel Plan Guideline

<http://www.dhSES.ny.gov/oiec/plans-policies-guidelines/>

7) NYS Name and Use of 155.370 MHz in New York State (NYLAW1) Guideline

<http://www.dhSES.ny.gov/oiec/plans-policies-guidelines/>

8) NYS Name and Use of Common EMS VHF Radio Channels in New York Guideline

<http://www.dhSES.ny.gov/oiec/plans-policies-guidelines/>

9) Guidelines for Network IP Addressing for Public Safety Communications Systems

<https://www.dhSES.ny.gov/guidelines-network-ip-addressing>

10) DHS CISA Guidelines for Encryption in Land Mobile Radio Systems

<https://www.cisa.gov/safecom/technology>

11) SAFECOM Guidance <https://www.cisa.gov/safecom>

**12)The Association of Public-Safety Communications Officials (APCO)
Project 25 (P-25) for digital radio systems**

SCIP, as well as DHSES/OIEC Grant Guidance for grant funding, requires that all interoperable communications equipment employ the use of APCO P-25 compliant equipment, a technology that allows the achievement of efficient emergency interoperable communications.

13)New York State 911 Standards (21 NYCRR Chapter LX), including adoption of a law enforcement jurisdictional protocol that is used for all 911 calls and all emergency calls received by any other means dispatched for service.

14)Organization for the Advancement of Structural Information Standards (OASIS)

For Data Standards refer to OASIS at www.oasis-open.org

15)National Plan for Migrating to IP-Enabled 911 Systems

National 911 Office website provides information on development of optimal 911 services. See https://www.911.gov/documents_tools.html.

16)National Emergency Number Association (NENA) Standards

NENA Standards related to NG-911 and PSAPs. See www.nena.org.

17)ANSI/APCO Public Safety Grade Site Hardening Requirements

APCO ANS 2.106.1-2019

<https://www.apcointl.org/~documents/standard/21061-2019-psg-site-hardening/?layout=default>

18)Alarm Monitoring Company to Emergency Communications Center (ECC) Computer - Aided Dispatch (CAD) Automated Secure Alarm Protocol (ASAP)

APCO/TMA ANS 2.101.3-2021

<https://www.apcointl.org/~documents/standard/21013-2021-asap-to-psap/?layout=default>

II. Eligibility

Any proposal that does not address the eligibility requirements listed below will be eliminated from further consideration.

To be eligible to apply for and receive grant funding, applicants must:

- Be a county government within New York State or New York City requesting funding for the benefit of the county as a single entity. Applications must be submitted by a county government. (The five counties which comprise New York City [Bronx, Kings, Queens, New York, and Richmond] must apply as a single entity.)
- Be an active member of, or demonstrate a commitment to join, at least one New York State Regional Interoperable Communications Consortium. Such a consortium must consist of two or more counties; be formed to promote multijurisdictional (two or more) and multidisciplinary (two or more) public safety communications and interoperability (e.g., law enforcement, fire service, emergency medical, emergency management, public health, public works, and communication centers); and support New York state agencies. If an applicant is not a current member of a consortium, the commitment to participate in a consortium must be in effect and certified within 120 days of notice of potential award. Certification of consortium involvement can be provided through meeting attendance signature sign in sheets or verification of participation through exercises and or trainings. Failure to certify a consortium commitment will result in forfeiture of the award.
- Have established or will establish within 120 days of the potential notice of award, a single point of contact (the Interoperability Coordinator), to oversee the applicant county interoperability efforts and coordinate interoperability and communication projects. Applicants are expected to keep this information up to date and readily available to DHSES upon request and must include a backup contact. All names and contacts need to be direct phone numbers no mainlines.
- Affirmatively agree to accessibility for other jurisdictions and levels of government, including State agencies, to share communications systems to achieve further statewide cross-jurisdictional and intergovernmental interoperability goals and objectives. This assures the formation of strong cross-jurisdictional and multigovernmental interoperability and system(s) accessibility across counties, regions, and State agencies. For example, in order to provide accessibility, an applicant county must reserve a space on newly built towers and/or reserve channels/talk groups for public safety State operations.
- Permission shall be granted to DHSES employees & authorized users to transmit & receive on all radio channels utilized by public safety radio systems established within the county to implement cooperative use of interoperable radio

communications for purposes of emergency, assistance, or otherwise agreed upon cooperation; law enforcement channels are exempt from this requirement.

- Allow for other public safety/public service agencies (including State agencies and authorities) and jurisdictions in its region to operate on county's radio system(s) when required for incident response, regardless of the total percentage of system funding the county is receiving from the State. As part of this process, the county will cooperate with these agencies and jurisdictions in planning and integrating radios, programming, identifiers, and radio procedures.
- Dedicate funding (including amounts from any and all sources, such as county funding, this grant program, federal funding, etc.) to improve governance structure, develop Standard Operating Procedures (SOPs), and strengthen training and exercise programs to promote efficient interregional communications, interoperability, cooperation, and overall, first responder readiness. The State recognizes the significance of governance and leadership as a foundation of public safety interoperable communications. Therefore, establishing and/or formalizing governance structure, governance agreements, procedures, and other documents will build higher levels of interoperability across the State between multiple jurisdictions and agencies. Establishing training and exercise programs will assist in achieving a high level of readiness and preparedness of public safety officers.
- Ensure that new LMR trunked systems and equipment be public safety grade P-25 Phase 2 compliant. The applicant county must agree that new LMR systems will be public safety grade operated as P-25 Phase 1 or Phase 2. All subscriber equipment purchased must support and contain all hardware and/or software options to operate P-25 Phase 1 at the time of purchase. Additionally, all subscriber equipment that operates on, or may operate on (through software options, programming, or other methods) trunking system(s) must contain Phase 2 hardware and/or software options at time of purchase.
 - Note: this requirement does not preclude the limited expansion of existing conventional systems in analog mode, although subscriber equipment must still adhere to the requirements above. Also, as directed by guidelines published by OIEC and DHS's National Interoperability Field Operations Guide, VHF, UHF, and 800 MHz National Interoperability and State Common Channels equipment must meet the above requirements, regardless of how they will be operated in analog mode on those channels.
 - Exceptions: VHF "low band" (e.g., 30-50 MHz) equipment purchased as part of an existing system may be purchased and operated as analog only, and equipment purchased for use by and in a county-supported Radio Amateur Civil Emergency Service (RACES) may be analog only.
- Utilize Advanced Encryption Standard-256 if encryption is utilized.

- Implement and/or maintain interoperability channels on the infrastructure/system and program interoperability channels in public safety subscriber equipment. Interoperability base stations for VHF, UHF, 700, and 800

MHz National Interoperability and State Common Channels must operate in accordance with guidelines published by OIEC (<http://www.dhSES.ny.gov/oiec/plans-policies-guidelines/>).

- Input and maintain up-to-date information in CASM.
- Be National Incident Management System (NIMS) compliant.
- Include only those costs deemed permissible under the grant.
- Submit the application by the method identified in the RFA.
- Submit the application on time by the established deadline.
- Utilize open-standard/vendor-neutral technologies and equipment.
- Comply with Minority-and-Women-Owned Business Enterprises (MWBE), Service-Disabled Veteran-Owned Businesses (SDVOBs), and Equal Employment Opportunity (EEO) Requirements.
- Agree to provide DHSES, upon request at any time during the life of the grant contract, such cooperation and information deemed necessary by DHSES to ascertain: 1) the nature and extent of any threats or hazards that may pose a risk to the recipient or subrecipient; and 2) the status of any corresponding recipient or subrecipient plans, capabilities, or other resources for preventing, protecting against, mitigating, responding to, and recovering from such threats or hazards.
- Agree to attend and participate in any DHSES-sponsored conferences, training, workshops, or meetings (excluding those identified by DHSES as voluntary) that may be conducted, by and at the request of DHSES, during the life of the grant contract.²

Failure to comply with any and all requirements in this section may result in the immediate suspension and/or revocation of the grant award.

² Pursuant to Article 26 of New York State Executive Law, DHSES is authorized to undertake periodic drills and simulations designed to assess and prepare responses to terrorist acts or threats and other natural and man-made disasters.

III. Authorized Program Expenditures

1. Permissible Costs

Funding under the SICG-Formula Program may be used for certain planning, equipment, and training costs related to the Grant Objectives and Program Goals. Permissible costs include, but are not limited to, the categories below. DHSES has sole discretion in determining which costs are permissible.

Equipment, Infrastructure, and Technology

- Up to 20% base salary on an annual basis of a person performing duties of a County Interoperability Coordinator (does not include overtime);
- Radio Frequency Systems (e.g. microwave, base stations, antennas, other);
- Subscriber Equipment (mobiles, portables, desktop);
- Towers;
- Upgrade of Customer Premises Equipment (CPEs) to IP-based technologies;
- Network components (e.g. routers, switches) as related to public safety communications;
- Telecommunication circuit setups;
- New 911 call handling equipment for the exclusive use of the PSAPs, including Automatic Location Information (ALI) displays or intelligent workstations and ALI controllers;
- CAD upgrades or replacement, including software and hardware that will perform integrated mapping functions through a CAD interface at each call taker position;
- Records Management Systems;
- Shelters;
- Gateways;
- Backup power;
- Fiber and microwave connectivity (i.e. backhaul);
- Cost of lease or lease to purchase on LMR buildouts;
- LMR maintenance costs;
- Tower site security; and
- Other LMR related expenses.

Planning, Administration, and Deployment Costs

- Services relating to the development of governance and SOPs;
- Utilization of CASM and development of Tactical Interoperable Communications Plans (TICPs);
- Services relating to developing, designing, and implementing interoperability plans and network system development;
- Training and exercises pertaining to system/equipment proposal and

- enhancements in interregional/interagency response readiness;
- Costs associated with the development and deployment of public safety communications systems, networks, technology, or facilities to provide sharing of voice, data, and video transmissions.

2. Not Permissible Costs

- Proprietary technologies;
- Salaries, overtime, fringe, indirect, or travel expenses associated with existing or on-going operations (with the exception of eligible portion of County Interoperability Coordinator salary);
- Paging receivers;
- PSAP furniture, including dispatch furniture;
- Emergency Services IP network (ESInet);
- Debt service or local municipal bond funding;
- Recurring commercial service costs, such as cellular voice, data or leased time, except for costs directly related to deployment of Push to Talk over Cellular (PTToC) technologies (such as PTToC subscriptions, gateways or LMR devices with cellular capability);
- Out of State travel expenses to conferences, meetings, training sessions, etc.

IV. Application Format and Content

- A. **Format:** Grant applications MUST be submitted via the automated E-Grants System operated by DHSES. The system allows an agency to complete an application electronically and submit it over the Internet using a secure portal. If upon reading this RFA you are interested in completing a grant application, and you have not previously been registered to use the DHSES E-Grants system, your agency will need to register and be assigned a username and password. The Registration Request Form to use the E-Grants system is available at: <https://www.dhSES.ny.gov/e-grants>

A detailed tutorial on how to use the E-Grants system for SICG-Formula Grant submission can be found on DHSES Grants webpage at the following Internet address <https://www.dhSES.ny.gov/state-funded-programs#interoperable-and-emergency-communications-grants>. It will guide you in a step-by-step process through the E-Grants application submission.

- B. **Required Application Content:** All applicants must complete the 2024 SICG-Formula Grant Program Application Worksheet. The worksheet must be completed in its entirety, before the submission due date including the general information, signed applicant eligibility attestation document, and data

aggregation sections of the application with all supporting requested documentation. **Incomplete applications will not be accepted.**

The Grant instructions and “Question and Answers” received during an application period are available on the DHSES Grants website <https://www.dhSES.ny.gov/state-funded-programs#interoperable-and-emergency-communications-grants>

After the successful submission of an application, the E-Grants system will email a notification of receipt to the Signatory Point of Contact that is listed in the application. The Primary Point of Contact will receive a message displayed on their screen that says that the project has been submitted. Please refer to the E-grants tutorial for more details on the process.

Following the announcement of the awards, each awardee county must revise and submit the Budget spending reflecting the actual award through the E-Grants system. Failure to complete the Budget will prevent the execution of a contract. The proposed budget must be submitted within 45 calendar days or the awardee county risks forfeiture of its award.

V. Funding Distribution

Funding distribution is based on the following:

Tier 1 Eligibility Requirements (pass/fail) and completion of Attestation Document; and Tier 2 Formula-driven distribution based on specific factors.

VI. Application Evaluation Criteria

DHSES will use the following criteria to evaluate each application to determine eligibility and award distribution.

A. Tier 1 Criteria

Completion of the Attestation document is an agreement that the County will follow and comply with all rules, requirements, policies & procedures outlined within the attestation and this RFA document. The County application may be immediately disqualified without further review and will not be considered for an award if the attestation document is not submitted with the application. In addition to criteria listed in the 2024 SICG-Formula Application document, the following factors will be taken into consideration:

1. Documented agreement(s) and/or county records allowing NY State Agencies to operate on the county system (Please resubmit all copies and records pertaining to this request).

B. Tier 2 Criteria

Applications that passed the review process moves to a formula driven funding distribution based on specific factors, including verifiable and auditable information provided by the counties in their application.

Elements included in the formula:

- County population;
- Land area of the county;
- Current quantity of towers or structures owned/leased by county for county LMR operations;
- How many State Agencies and Authorities are operating on the county system;
- How many County users are on the system;
- National Interoperability channels implemented on the system;
- Monitoring of National Interoperability channels;
- P-25 Compliance; and
- Applicant maintains current data in the CASM database.

VII. Timeline and Checklist of Required Documentation

- Applications are due to DHSES by **5:00PM EDT on June 12, 2024.**
- Applications must be submitted via E-Grants. Applications that are not received by the due date will not be considered for funding.
- Complete applications must include answers to all questions listed in the application.
- County can attach documents to an application if they would like to provide additional explanations of their projects.

VIII. Award of Funds and Vendor Responsibility

Final grant award determinations are made by DHSES. DHSES will issue award letters to successful applicants and enter into reimbursement-based grant contracts with awardees.

Following the announcement of the awards, each awardee county must submit their proposed budget to DHSES within 45 calendar days or risk forfeiture of its award.

By law, State contracting entities may only award contracts to responsible vendors. A responsible vendor must have:

- the integrity to justify the award of public dollars; and
- the capacity to perform the requirements of the contract fully.

Vendor Responsibility: The awardee county's vendors shall at all times during the contract term remain responsible. An awardee and/or its vendors must, if requested by the Commissioner of DHSES or his or her designee, present evidence of the vendor's continuing legal authority to do business in New York State, integrity, experience, ability, prior performance, and organizational and financial capacity.

Suspension of Work for Non-Responsibility: The Commissioner of DHSES or his or her designee, in his or her sole discretion, reserves the right to suspend any or all activities under a contract, at any time, when he or she discovers information that calls into question the responsibility of the awardee and its vendors. In the event of such suspension, the vendor will be given written notice outlining the particulars of such suspension. Upon issuance of such notice, the awardee and the vendor must comply with the terms of the suspension order. Contract activity may resume at such time as the Commissioner of DHSES or his or her designee issues a written notice authorizing the resumption of performance under the contract.

Termination for Non-Responsibility: Upon written notice to the vendor, and a reasonable opportunity to be heard by appropriate DHSES officials or staff, the contract may be terminated by the Commissioner of DHSES or his or her designee at the vendor's expense where the vendor is determined by the Commissioner of DHSES or his or her designee to be non-responsible. In such event, the Commissioner of DHSES or his or her designee may complete the contractual requirements in any manner he or she may deem advisable and pursue legal or equitable remedies for such breach.

IX. Administration of Grant Contracts

DHSES will negotiate and develop a grant contract with the awardee based on the contents of the awardee's submitted application and the intent of the grant program as outlined in this RFA. The grant contract is subject to approval by the NYS Office of the Attorney General and the Office of the State Comptroller before grant funding may be disbursed to reimburse project expenses.

The period of performance for contracts supported by 2024 SICG-Formula Grant Program funds runs from January 1, 2024 to December 31, 2026 with the potential for extension based upon a good cause shown and justification for needing additional time.

Although the contract format may vary, the contract will include such standard terms and conditions included in DHSES grant contracts (available for review on the DHSES website at <http://www.dhses.ny.gov/grants>).

A. Issuing Agency

This RFA is issued by DHSES, which is responsible for the requirements specified herein and for the evaluation of all applications.

B. Filing an Application

Grant applications must be submitted via the automated DHSES E-Grants System. The system allows an agency to complete an application electronically and submit it over the Internet using a secure portal. If, upon reading this RFA, you are interested in completing a grant application and you have not previously been registered to use the DHSES E-Grants system, your agency will need to register and be assigned a user name and password. The Registration Request Form can be found at the following Internet address: <http://www.dhses.ny.gov/grants/forms-egrants.cfm>.

A detailed tutorial on how to use the E-Grants system for SICG-Formula Grant submission can be found on DHSES Grants webpage at the following Internet address <https://www.dhses.ny.gov/state-funded-programs#interoperable-and-emergency-communications-grants>. It will guide you in a step-by-step process through the E-Grants application submission.

C. Reserved Rights

The issuance of this RFA and the submission of a response or the acceptance of such response by DHSES does not obligate DHSES in any manner. DHSES reserves the right to:

1. Reject any and all applications received in response to this RFA;
2. Withdraw the RFA at any time at DHSES' sole discretion;
3. Make an award under the RFA in whole or in part;
4. Disqualify any applicant whose conduct and/or application fails to conform to the requirements of the RFA;
5. Disqualify applicants due to untimely submission of any requested supporting documentation;
6. Seek clarifications and revisions of the applications;
7. Use application information obtained through site visits, management interviews and the State's investigation of an applicant's qualifications, experience, ability or financial standing, and any material or information submitted by the applicant in response to DHSES' request for clarifying information in the course of evaluation and/or selection under the RFA;
8. Prior to the application opening, direct applicants to submit application modifications addressing subsequent RFA amendments;
9. Prior to the application opening, amend the RFA specifications to correct errors or oversights, or to supply additional information, as it becomes available;
10. Make amendments and/or alter funding levels of any recipient based on any new information discovered that would have originally affected the scoring;
11. Waive or modify minor irregularities in applications received after prior notification to the applicant;
12. Adjust or correct cost figures with the concurrence of the applicant if errors exist and cannot be documented to the satisfaction of DHSES and the State Comptroller;
13. Change any of the scheduled dates;
14. Eliminate any mandatory, non-material specifications that cannot be complied with by all the prospective applicants;
15. Waive any requirements that are not material;
16. Negotiate with successful applicants within the scope of the RFA in the best interests of the State;
17. Conduct contract negotiations with the next responsible applicant, should DHSES be unsuccessful in negotiating with the selected applicant;
18. Utilize any and all ideas submitted in the applications received;
19. Unless otherwise specified in the RFA, every offer is firm and not revocable for a period of 60 days from the application opening;
20. Require clarification at any time during the application process and /or require correction of arithmetic or other apparent errors for the purpose of assuring a full and complete understanding of an applicant's proposal and/or to determine an applicant's compliance with the requirements of this RFA;
21. Award grants based on geographic or regional considerations to serve the best interests of the State;
22. Terminate, renew, amend or renegotiate contracts with recipients at the discretion of DHSES;
23. Periodically monitor the applicant's performance in all areas mentioned above, in addition to the activities in the contract;

24. Revoke funds awarded to an applicant, or enforce any available sanction against any applicant, who materially alters the activities or is in material noncompliance under the grant award, or who does not implement an approved project within 60 days of the final contract approval;
25. Not fund any application that fails to submit a clear and concise work plan and/or budget;
26. Consider all applications and documentation submitted as State agency records subject to the New York State Freedom of Information Law (Public Officers Law, Article 6). Any portion of the application that an applicant believes constitutes proprietary or critical infrastructure information entitled to confidential handling, as an exception to the Freedom of Information Law, must be clearly and specifically designated in the application;
27. Recipients and sub-recipients funded through this program agree to provide DHSES, upon request at any time during the life of the grant contract, such cooperation and information deemed necessary by DHSES to ascertain: (1) the nature and extent of any threats or hazards that may pose a risk to the recipient or sub-recipient; and (2) the status of any corresponding recipient or sub-recipient plans, capabilities, or other resources for preventing, protecting against, mitigating, responding to, and recovering from such threats or hazards;
28. Funded recipients and sub-recipients agree to attend and participate in any DHSES-sponsored conferences, training, workshops or meetings (excluding those identified by DHSES as voluntary) that may be conducted, by and at the request of DHSES, during the life of the grant contract; and,
29. DHSES reserves the sole discretion to increase or decrease the total funding available for this program at any time, resulting in more or fewer applications funded under this RFA.

DHSES may exercise the foregoing rights at any time without notice and without liability to any responding applicant or any other party for its expenses incurred in preparation of responses hereto or otherwise. All costs associated with responding to this RFP will be at the sole cost and expense of the Applicant.

D. Terms of the Contract

Any resulting contract or agreement for more than \$50,000 from this RFA will be effective only upon approval by both the NYS Office of the Attorney General and the State Comptroller. Any resulting contract for \$50,000 and under from this RFA will be effective upon signature of both parties.

E. Payment and Reporting Requirements of Grant Recipients

Standard Cost Reimbursement Contract

Each successful applicant must enter into a standard cost reimbursement contract with DHSES. Such contract will include this RFA, the successful applicant's proposal, any attachments or exhibits, the standard clauses required by the NYS Attorney General for all State contracts, and any other attachments or exhibits required by DHSES. Although the contract format may vary, the contract will include standard terms, conditions, clauses, information, rights, and responsibilities as can be found on the DHSES website, including:

- APPENDIX A-1 – Agency Specific Clauses
- APPENDIX B – Budget
- APPENDIX C – Payment and Reporting Schedule
- APPENDIX D – Work plan/Special Conditions

For purposes of this RFA, these terms and conditions are incorporated by reference and the applicant must agree to the inclusion of all these terms and conditions in any resulting grant contracts as part of the application submission. Copies of the standard terms and conditions included in DHSES grant contracts are available for review on the DHSES website at: <https://www.dhSES.ny.gov/grant-reporting-forms>. Payments will be made subject to proper documentation and compliance with reimbursement procedures and all other contractual requirements.

Procurements

Applicants must follow and comply with all procurement procedures under General Municipal Law 5-A and/or any other state regulations applicable to these funds, and will be subject to monitoring by DHSES to ensure compliance.

Contracting with Small and Minority Firms, Women's Business Enterprises

Pursuant to New York State Executive Law Article 15-A, DHSES recognizes its obligation under the law to promote opportunities for maximum feasible participation of certified minority and women-owned business enterprises (MWBE) and the employment of minority group members and women in the performance of DHSES contracts. Minority and women-owned business enterprises can be readily identified on the directory of certified businesses at: <https://ny.newnycontracts.com/>.

For purposes of this solicitation, applicants and subcontractors are hereby notified that the State of New York has set an overall goal of **30% for MWBE participation** or more, **15% for Minority-Owned Business Enterprises (MBE)** participation and **15% for Women-Owned Business Enterprises (WBE)** participation, based on the current availability of qualified MBEs and WBEs for your project needs.

Further, pursuant to Article 15 of the Executive Law (the "Human Rights Law"), all other State and Federal statutory and constitutional non-discrimination provisions, the Applicant and subcontractors will not discriminate against any employee or applicant for employment because of race, creed (religion), color, sex, national origin, citizenship or immigration status, sexual orientation, gender identity or expression, military status, age, disability, predisposing genetic characteristic, familial status, marital status or domestic violence victim status, and shall also follow the requirements of Human Rights Law with regard to non-discrimination on the basis of prior criminal conviction and prior arrest.

Use of Service-Disabled Veteran-owned Business Enterprises in Contract Performance

Article 3 of Veterans' Services Law acknowledges that Service- Disabled Veteran-Owned Businesses (SDVOBs) strongly contribute to the economics of the State and the nation. As defenders of our nation and in recognition of their economic activity in doing business in New York State, Grant recipients are strongly encouraged and expected to consider SDVOBs in the fulfillment of the requirements of the contract. Such partnering may be as vendors, contractors, subcontractors, suppliers, protégés, or other supporting roles. SDVOBs can be readily identified on the directory of certified businesses at <https://online.ogs.ny.gov/SDVOB/search>.

Applicants need to be aware that all authorized users of this contract will be strongly encouraged to the maximum extent practical and consistent with legal requirements of the applicable laws to use responsible and responsive SDVOBs in purchasing and utilizing commodities, services, and technology that are of equal quality and functionality to those that may be obtained from non-SDVOBs. Furthermore, bidders/proposers are reminded that they must continue to utilize small, minority and women-owned businesses consistent with current State Law. Utilizing SDVOBs in State contracts will help create more private sector jobs, rebuild New York State's infrastructure, and maximize economic activity to the mutual benefit of the contractor and its SDVOB partners. SDVOBs will promote the recipient's optimal performance under the contract, thereby fully benefiting the public-sector programs that are supported by associated public procurements.

Public procurements can drive and improve the State's economic engine through promotion of the use of SDVOBs by its contractors. The State, therefore, expects awardees to provide maximum assistance to SDVOBs in their contract performance. The potential participation by all kinds of SDVOBs will deliver great value to the State and its taxpayers.

For purposes of this solicitation, applicants and subrecipients are hereby notified the State of New York has set an overall goal of 6% for SDVOB participation or more.

Grant recipients will report on actual participation by each SDVOB during the term of the contract to DHSES per the policies and procedures set by DHSES. Applicants are reminded that they must continue to utilize small, minority, and women-owned businesses consistent with current State law. A business enterprise can be either a MWBE or a SDVOB for the purposes of achieving the set goals of MWBE and SDVOB participation, but not both.

Sexual Harassment Prevention

Applicants must submit a certification with their bid stating that Applicant has a policy addressing sexual harassment prevention and that applicant provides sexual harassment training to all its employees on an annual basis that meets the Department of Labor's model policy and training standards. Bids that do not contain this certification will not be considered for awards; provided, however, that if Applicant cannot make the certification, the Applicant may provide a statement with its bids detailing the reasons why the certification cannot be made.

Worker's Compensation and Disability Benefits Insurance Coverage

Applicants must provide evidence of appropriate workers' compensation and disability insurance coverage, or proof of a legal exemption, prior to being awarded a contract. Failure to do so will result in the rejection of the application.

Iran Divestment Act: The Iran Divestment Act of 2012 (Act), Chapter 1 of the 2012 Laws of New York, added section 165-a to the State Finance Law effective April 12, 2012. The Act is available at: <https://www.ogs.ny.gov/about/reggs/docs/ida2012.pdf>.

The Act imposes limitations on "persons" that are determined to be engaged in investment activities in the Iranian energy sector, as defined in the Act. Under the Act, the Commissioner of the Office of General Services (OGS) is required to develop and maintain a list of "persons" who are engaged in "investment activities in Iran." Once an entity appears on the prohibited entities list, it will be considered a non-responsive bidder/offerer and prohibited from entering into contracts with the State or local governments. This list is available at: <https://www.ogs.ny.gov/about/reggs/docs/ListofEntities.pdf>.

By submitting a response to this RFA or by assuming the responsibility of a contract awarded hereunder, the applicant (or any assignee) certifies that it will not utilize on such contract any entity that is identified on the prohibited entities list.

During the term of the contract, should DHSES receive information that a person is in violation of the above-referenced certification, DHSES will offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment which is in violation of the Act within 90 days after the determination of such violation, DHSES shall take such action as may be appropriate including, but not limited to, imposing

sanctions, seeking compliance, recovering damages, or declaring the contractor in default.

DHSES reserves the right to reject any bid or request for assignment for an entity that appears on the prohibited entities list prior to the award of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the prohibited entities list after contract award.

Vendor Responsibility

State Finance Law §163(9)(f) requires a State Agency to make a determination that an Applicant is responsible prior to awarding that Applicant a State contract which may be based on numerous factors, including, but not limited to the Applicants: (1) financial and organizational capacity; (2) legal authority to do business in this State; (3) integrity of the owners, officers, principals, members, and contract managers; and (4) past performance of the Applicant on prior government contracts. Thereafter, Recipients/Contractors shall at all times during the Contract term remain responsible. The Recipients/Contractor agrees, if requested by the Commissioner of DHSES, or his or her designee, to present evidence of its continuing legal authority to do business in New York State, integrity, experience, ability, prior performance, and organizational and financial capacity. DHSES requires that vendors file the required Vendor Responsibility Questionnaire online via the New York State VendRep System. To enroll in and use the New York State VendRep System, see the VendRep System, see the VendRep System Instructions available at: <http://www.osc.state.ny.us/vendrep/info/vrsystem.htm> or go directly to the VendRep system online at <https://onlineservices.osc.state.ny.us>. Vendors must provide their New York State Vendor Identification Number when enrolling. To request assignment of a Vendor ID or for VendRep System assistance, contact the Office of the State Comptroller's Help Desk at 866- 370-4672 or 518-408-4672 or by email at ITServiceDesk@osc.state.ny.us. Vendors opting to complete and submit a paper questionnaire can obtain the appropriate questionnaire from the VendRep website http://www.osc.state.ny.us/vendrep/forms_vendor.htm or may contact the Office of the State Comptroller's Help Desk for a copy of the paper form. Applicants will also be required to complete and submit a Vendor Responsibility Questionnaire prior to contracting.

1) Suspension of Work for Non-Responsibility:

The Commissioner of DHSES or his or her designee, in his or her sole discretion, reserves the right to suspend any or all activities under the Contract, at any time, when he or she discovers information that calls into question the responsibility of the Recipient. In the event of such suspension, the Recipients/Contractor will be given written notice outlining the particulars of such suspension. Upon issuance of such notice, the Contractor must comply with the terms of the suspension

order. Contract activity may resume at such time as the Commissioner of DHSES or his or her designee issues a written notice authorizing the resumption of performance under the Contract.

2) Termination for Non-Responsibility:

Upon written notice to the Recipients/Contractor, and a reasonable opportunity to be heard by appropriate DHSES officials or staff, the Contract may be terminated by the Commissioner of DHSES or his or her designee at the Contractor's expense where the Recipients/Contractor is determined by the Commissioner of DHSES or his or her designee to be non-responsible. In such event, the Commissioner of DHSES or his or her designee may complete the contractual requirements in any manner he or she may deem advisable and pursue legal or equitable remedies for breach. Sub-recipients shall at all times during the Contract term remain responsible. The Sub-recipient agrees, if requested by the Commissioner of DHSES, or his or her designee, to present evidence of its continuing legal authority to do business in New York State, integrity, experience, ability, prior performance, and organizational and financial capacity.

Satisfactory Progress

Satisfactory progress toward implementation includes but is not limited to, executing contracts and submitting payment requests in a timely fashion; retaining consultants; or completing plans, designs, reports, or other tasks identified in the work program within the time allocated for their completion.

DHSES may recapture awarded funds if satisfactory progress is not being made on the implementation of a grant project.

F. General Specifications

By submitting the application, the Applicant attests that:

- 1) Applicant's signatory contact person has express authority to submit on behalf of the applicant's agency;
- 2) Submission of an application indicates the applicant's acceptance of all conditions and terms contained in this document, including Appendices A-1 and C, and all other terms and conditions of the award contract;
- 3) The application and any resulting grant, if awarded, must adhere to, and be in full compliance with any, resulting contract(s), and relevant federal and State policies and regulations or be subject to termination; and
- 4) Any not-for-profit recipients or subrecipients are required to be prequalified, prior to contract execution, by the State of New York upon application submission through the New York State Grants Gateway (<https://grantsgateway.ny.gov>).

- 5) If your organization is not currently doing business with NYS, you will need to submit a Substitute W-9 form to obtain a NYS Vendor ID. The form is available on the Office of the State Comptroller website at:
http://www.osc.state.ny.us/vendor_management/forms.htm.
- 6) Contract Changes - Contracts with Recipients/Contractors may be executed, terminated, renewed, increased, reduced, extended, amended, or renegotiated at the discretion of the Commissioner of DHSES, in light of a Recipient's/Contractor's performance, changes in project conditions, or otherwise.
- 7) Records – Recipients/Contractors must keep books, ledgers, receipts, work records, consultant agreements and inventory records pertinent to the project; and in a manner consistent with DHSES contractual provisions and mandated guidelines.
- 8) Liability - Nothing in the contract between DHSES and the Sub-recipients shall impose liability on the State of New York or DHSES for injury incurred during the performance of approved activities or caused by use of equipment purchased with grant funds.
- 9) Reports - A provider agency shall submit to the DHSES reports in a format and time schedule specified in the grant contract, which shall include a description of the program efforts undertaken during the report period and the current status of the project.
- 10) Tax Law Section 5-a Certification – In accordance with section 5–a of the Tax Law, sub-recipients will be required, prior to the approval of any contract awarded as a result of this RFA, to certify that it and its affiliates, subcontractors, and subcontractors' affiliates have registered with the New York State Tax Department for the purpose of collection and remittance of sales and use taxes. In order to trigger this certification requirement, a Sub-recipient or its affiliates, subcontractor, or subcontractors' affiliates must have made more than \$300,000 in sales of tangible personal property or taxable services to location within New York State and the contract must be valued in excess of \$15,000. Certification will take the form of a completed Tax Form ST-220.
- 11) Standard Contract Provisions - Grant contracts executed as a result of this RFA process will be subject to the standard clauses for New York State Contracts as referenced herein and as located at:
<https://ogs.ny.gov/procurement/appendix>
- 12) Compliance with Procurement Requirements - The applicant shall certify to DHSES that all applicable statutory and contractual procurement procedures were followed and complied with for all procurements.

G. Special Conditions

New York State Emergency Management Certification and Training Program

1. Participation in, and successful completion of, the New York State Emergency Management Certification and Training Program (EMC Training Program) is a

mandatory requirement under this Contract and a condition of funding. The EMC Training Program will be made available to, and required for, DHSES-specified county and city government officials in order to ensure a consistent emergency management preparedness and response strategy across the State. Attendee substitutions, except as expressly approved by DHSES, shall not be permitted or deemed to be in compliance with this requirement.

2. To fulfill the EMC Training Program requirement of the Contract and in order to be eligible for funding under this Contract, Contractors must arrange for DHSES-specified Contractor employees to receive and acknowledge receipt of EMC Training no later than 180 days after execution of this Contract. Copies of the training certificates for each required participant must be submitted to DHSES upon execution of the Contract, or, in the event that training is scheduled, but not yet complete, the Contractor will be required to submit a signed statement indicating the scheduled future dates of attendance, and no later than thirty (30) days after the training is complete, forward such training certificates to DHSES. Continued compliance with the EMC Training Program also requires an annual refresher training of one day per 365 day-cycle from the date of initial training for previously trained individuals if such person remains employed by the Contractor and fulfilling the same functions as he or she fulfilled during the initial training. Should a new employee be designated to serve in the DHSES-specified positions, then he or she must come into compliance with the EMC Training Program requirements not later than 180 days after taking office.
3. Contractors must commit to active participation in a DHSES Annual Capabilities Assessment as a condition of funding. Active participation includes making reasonable staff, records, information, and time resources available to DHSES to perform the Annual Capabilities Assessment and meet the objectives and goals of the program. Recipients must be aware that the process of conducting a DHSES Annual Risk Assessment is an ongoing process and requires a continued commitment on the part of the Contractor to ensure that it is effective.
4. All recipients and sub-recipients funded through this program agree to provide DHSES, upon request at any time during the life of the grant contract, such cooperation and information deemed necessary by DHSES to ascertain: (1) the nature and extent of any threats or hazards that may pose a risk to the recipients or sub-recipients; and (2) the status of any corresponding recipients or sub-recipients plans, capabilities, or other resources for preventing, protecting against, mitigating, responding to, and recovering from such threats or hazards.
5. Additionally, pursuant to Article 26 of the NYS Executive law, DHSES is authorized to undertake periodic drills and simulations designed to assess and prepare responses to terrorist acts or threats and other natural and man-made disasters. Funded recipients and sub-recipients agree to attend and participate in any DHSES-sponsored conferences, training, workshops or meetings

(excluding those identified by DHSES as voluntary) that may be conducted, by and at the request of DHSES, during the life of the grant contract.

6. Failure to comply with any of the requirements, as listed above, may result in sanctions up to and including the immediate suspension and/or revocation of the grant award.
7. Pursuant to Section 163(9)(c) of the State Finance Law, any unsuccessful Bidder may request a debriefing regarding the reasons that the Bid submitted by the Bidder was not selected for award. Requests for a debriefing must be made with 15 calendar days of notification by DHSES that the Bid submitted by the Bidder was not selected for award. An unsuccessful Bidder's written request for a debriefing shall be submitted to DHSES Director of Grants Program Administration. The debriefing shall be scheduled with 10 business days of receipt of the written request by DHSES or as soon as practicable under the circumstances.

X. Questions

Questions regarding the 2024 SICG-Formula Program should be directed to the following email address: Grant.Info@dhses.ny.gov. To the degree possible, each inquiry should cite the RFA section and paragraph to which it refers. Updates and frequently asked questions will be posted online at <https://www.dhses.ny.gov/state-funded-programs>. Please check the website frequently for updates.