



Kenneth W. Jenkins
Westchester County Executive

May 28, 2025

Westchester County Board of Legislators
800 Michaelian Office Building
White Plains, New York 10601

Dear Members of the Board of Legislators:

Transmitted herewith for your review and approval is an Act to amend the current-year capital budget ("Capital Budget Amendment") as well as a related bond act ("Bond Act,") which, if adopted, would authorize the County of Westchester ("County") to issue up to \$4,750,000 in bonds of the County to finance the following capital project:

BES05 – DES Main Facility Rehabilitation ("BES05").

The proposed Capital Budget Amendment will amend the County's current-year capital budget to increase the County share for BES05 by \$800,000.

The Department of Emergency Services ("Department") has advised that the Capital Budget Amendment is required because when BES05 was originally appropriated in 2006, the need to replace the Department's Heating Ventilation and Air Conditioning ("HVAC") system was not anticipated. The system is now failing, and parts are hard to obtain for such an old system so there is an urgent need for replacement. This system supports the Department's training center and administration building and has failed on several occasions over the past two years, especially during the coldest days of winter and hottest days of summer. The Department must maintain a functional training center, including climate-controlled classrooms, when Firefighter trainees return to the building to cool off on a hot summer day after training in fire conditions in full gear. In addition, the servers which support our 911 emergency dispatch center must be in a climate controlled environment, and our dispatcher center must be available for staff to work in at all hours.

The Bond Act, in the amount of \$4,750,000, would finance the cost of construction of HVAC system improvements at the DES Main Facility, consisting of the replacement of three HVAC units and related work.

The Department of Emergency Services ("Department") has advised that financing is requested to fund rehabilitation of HVAC systems at the Department's Main Facility. It is anticipated that the work will include replacement of three HVAC units, two rooftop mounted units and one standalone unit for the battery backup uninterrupted power supply room. One rooftop unit will service the administration and classroom side of the facility, and one will service with the computer aided dispatch, emergency medical services, and fire offices along with the facility locker rooms. This work will also include replacement of current duct work and control systems. Ceiling and lighting system will be removed and replaced to support the required duct work.

It should be noted that your Honorable Board has authorized the County to issue bonds in connection with prior components of BES05 as indicated in the annexed fact sheet.

Design is currently being undertaken by a consultant and is expected to be completed by the third quarter of 2025. It is estimated that construction will take eight to twelve months to complete and will begin after award and execution of construction contracts, subject to approval of construction financing by your Honorable Board.

The Planning Department has advised that the Planning Board has previously reviewed BES05 and issued a report, and that since there are no changes to the physical planning aspects of this project as reviewed by the Planning Board, no further action by the Planning Board is necessary at this time.

Based on the importance of this capital project to the County, favorable action on the annexed proposed Acts is respectfully requested.

Sincerely,

A handwritten signature in black ink, appearing to read 'K. W. Jenkins', with a long, sweeping horizontal line extending to the right.

Kenneth W. Jenkins
Westchester County Executive

Attachments

**HONORABLE BOARD OF LEGISLATORS
THE COUNTY OF WESTCHESTER, NEW YORK**

Your Committee is in receipt of a transmittal from the County Executive recommending approval by the County of Westchester ("County") of an act, which, if adopted, will amend the County's current-year capital budget ("Capital Budget Amendment"), as well as adoption of a related bond act ("Bond Act") in the amount of \$4,750,000 prepared by the law firm Hawkins, Delafield & Wood, to finance capital project BES05 – DES Main Facility Rehabilitation ("BES05").

Your Committee is advised that the Capital Budget Amendment will amend the County's current-year capital budget to increase the County share for BES05 by \$800,000.

The Department of Emergency Services ("Department") has advised that the Capital Budget Amendment is required because when BES05 was originally appropriated in 2006, the need to replace the Department's Heating Ventilation and Air Conditioning ("HVAC") system was not anticipated. The system is now failing, and parts are hard to obtain for such an old system so there is an urgent need for replacement. This system supports the Department's training center and administration building and has failed on several occasions over the past two years, especially during the coldest days of winter and hottest days of summer. The Department must maintain a functional training center, including climate-controlled classrooms, when Firefighter trainees return to the building to cool off on a hot summer day after training in fire conditions in full gear. In addition, the servers which support our 911 emergency dispatch center must be in a climate controlled environment, and our dispatcher center must be available for staff to work in at all hours.

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It should be noted that your Honorable Board has authorized the County to issue bonds in connection with prior components of BES05 as indicated in the annexed fact sheet.

Design is currently being undertaken by a consultant and is expected to be completed by the third quarter of 2025. It is estimated that construction will take eight to twelve months to complete and will begin after award and execution of construction contracts, subject to approval of construction financing by your Honorable Board.

The Planning Department has advised your Committee that based on its review, BES05 may be classified as a Type “II” action pursuant to the State Environmental Quality Review Act (“SEQR”) and its implementing regulations, 6 NYCRR Part 617. Therefore, no environmental review is required. Your Committee has reviewed the annexed SEQR documentation and concurs with this recommendation.

The Planning Department has advised your Committee that the Planning Board has previously reviewed BES05 and issued a report, and that since there are no changes to the physical planning aspects of this project as reviewed by the Planning Board, no further action by the Planning Board is necessary at this time.

Your Committee has carefully considered the proposed Capital Budget Amendment, as well as the related Bond Act, and recommends approval of both of the proposed Acts, noting that the Bond Act may only be enacted following adoption of the Capital Budget Amendment. It

should also be noted that an affirmative vote of two-thirds of the members of your Honorable Board is required in order to amend the County's Capital Budget and to adopt the Bond Act.

Dated: _____, 20____
White Plains, New York

COMMITTEE ON

s: MG/3-25-25

FISCAL IMPACT STATEMENT

CAPITAL PROJECT #: BES05

☐ NO FISCAL IMPACT PROJECTED

SECTION A - CAPITAL BUDGET IMPACT

To Be Completed by Budget

☒ GENERAL FUND

☐ AIRPORT FUND

☐ SPECIAL DISTRICTS FUND

Source of County Funds (check one):

☐ Current Appropriations

☒ Capital Budget Amendment

SECTION B - BONDING AUTHORIZATIONS

To Be Completed by Finance

Total Principal \$ 4,750,000 PPU 10 Anticipated Interest Rate 3.16%

Anticipated Annual Cost (Principal and Interest): \$ 559,232

Total Debt Service (Annual Cost x Term): \$ 5,592,320

Finance Department: Interest rates from May 15, 2025 Bond Buyer - ASBA

SECTION C - IMPACT ON OPERATING BUDGET (exclusive of debt service)

To Be Completed by Submitting Department and Reviewed by Budget

Potential Related Expenses (Annual): \$ -

Potential Related Revenues (Annual): \$ -

Anticipated savings to County and/or impact of department operations
(describe in detail for current and next four years):

SECTION D - EMPLOYMENT

As per federal guidelines, each \$92,000 of appropriation funds one FTE Job

Number of Full Time Equivalent (FTE) Jobs Funded: 52

Prepared by: Ting Chu

Title: Budget Specialist II

Department: DES

Date: 5/15/25

Reviewed By: 

Budget Director

Date: 5/15/25

TO: Michelle Greenbaum, Senior Assistant County Attorney
Jeffrey Goldman, Senior Assistant County Attorney
Carla Chaves, Senior Assistant County Attorney

FROM: David S. Kvinge, AICP, RLA, CFM
Assistant Commissioner



DATE: Click or tap to enter a date.

SUBJECT: **STATE ENVIRONMENTAL QUALITY REVIEW FOR CAPITAL PROJECT:
BES05 DES MAIN FACILITY REHABILITATION**

PROJECT/ACTION: Per Capital Project Fact Sheet as approved by the Planning Department on 3/20/2025 (Unique ID: 2862)

With respect to the State Environmental Quality Review Act and its implementing regulations 6 NYCRR Part 617, the Planning Department recommends that no environmental review is required for the proposed action, because the project or component of the project for which funding is requested may be classified as a **TYPE II action** pursuant to section(s):

- **617.5(c)(2):** replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building, energy, or fire codes unless such action meets or exceeds any of the thresholds in section 617.4 of this Part.

COMMENTS: None.

DSK/oav

cc: Andrew Ferris, Chief of Staff
Paula Friedman, Assistant to the County Executive
Lawrence Soule, Budget Director
Tami Altschiller, Assistant Chief Deputy County Attorney
Dianne Vanadia, Associate Budget Director
Robert Abbamont, Director of Operations, Department of Public Works & Transportation
Susan Darling, Chief Planner
Michael Lipkin, Associate Planner
Claudia Maxwell, Principal Environmental Planner



Memorandum

Department of Planning

432 Michaelian Office Building
White Plains, NY 10601

To: The Westchester County Planning Board

From: Susan Darling, Chief Planner

Date: March 27, 2025

A handwritten signature in blue ink, appearing to be "SD", is written over the date.

RE: **NO-ACTION MEMO - Capital Budget Amendment – BES05 – DES Main Facility Rehabilitation (2025 CBA)**

The County Executive is requesting an amendment to the 2025 Capital Budget to modify the funding of the above project. Capital project **BES05 – DES Main Facility Rehabilitation (2025 CBA)** will fund the replacement of the heating ventilation and air condition equipment at the Department of Emergency Services headquarters.

The capital budget amendment is needed because of the increased costs associated with this project. This increase is due to the length of time that has transpired since the project's initial inception in 2006 including construction costs and particularly costs associated with the materials. These additional funds are needed to award the project to a contractor and to accommodate the subsequent increase in costs for construction administration.

The 2006 appropriation was for \$940,000 and the 2008 appropriation was \$9M. The additional request is for \$4,750,000.

This project was classified as a PL2 in the Planning Board Report on the 2006 Capital Project Requests adopted July 6, 2005.

There are no changes to the physical planning aspects of this project as reviewed by the Board; therefore, no further action by your Board is necessary.

cc: Blanca P. López, Commissioner
David S. Kvinge, Assistant Commissioner
Michael Lipkin, Associate Planner



**Andrew J. Spano, Westchester County Executive
County Board of Legislators**

Capital Projects Review 2008 Requests

**Report of the
County Planning Board**

Adopted July 10, 2007

**WESTCHESTER COUNTY DEPARTMENT OF PLANNING
Gerard E. Mulligan, AICP, Commissioner**

WESTCHESTER COUNTY EXECUTIVE

Andrew J. Spano

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Patricia Einhorn, Secretary

Design Division Staff

Paul Gisondo, Associate Planner

Linda Dillon, Secretary II

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2008 CAPITAL PROJECT REQUESTS:
EMERGENCY SERVICES

CATEGORY DESCRIPTION

The Board of Legislators created the Department of Emergency Services in 1999. The Department was given the following powers:

- Develop and maintain programs for emergency medical services training and certification, emergency medical services – related activities and mutual aid emergencies in which the services of emergency medical service providers would be used;
- Cooperate with the office for fire prevention and control and other state agencies in furthering such fire-related and emergency medical service programs;
- Coordinate radio communications and develop uniform procedures for dispatching for both fire and emergency medical services, including medical telemetry and control, between hospitals and ambulances by medical emergency radio system; ambulance dispatching, inspection and certification;
- Provide direct dispatch for those municipalities that enter into an inter-municipal agreement with the County for those services;
- Develop and maintain a County disaster preparedness plan, in accordance with Article 2-b of the Executive Law, for the coordination of emergency services in the event of natural or other disaster or emergency;
- Assist with the powers and duties of the County Executive in his capacity as the County's local director of civil defense under the New York State Defense Emergency Act, as codified in Chapter 784 of the laws of 1951, as amended;
- Coordinate the provision of disaster and emergency assistance by local disaster preparedness and civil defense forces in the event of a state of emergency or disaster within the county;
- Provide a hazardous material response unit; and,
- Perform such other duties as may be prescribed by law or required by the County Executive or the County Board of Legislators.

The local law provides for the position of a Commissioner of Emergency Services to head the Department. It also established a County Emergency Medical Services Advisory Board, which is to have between five and twelve members.

ANALYSIS OF OVERALL CAPITAL PROGRAM

Capital Project **BES01 Study for Addition and Renovation to Fire Training Center for Emergency Operations Center** funded a study to determine how the Fire Training Center could best meet the demands of the new department. Since the completion of the study, the County has modified its goals for the Fire Training Center. The Department of Emergency Services is continuing to work closely with the Capital Projects Committee to develop a capital program that meets the needs of the Department of Emergency Services in a timely manner and balancing cost constraints.

The 2008-12 proposed projects to enhance the department's training facilities stem from the BES01 Study as reconsidered. Phased improvements include relocation of equipment from the Main Facility to a new storage facility, conversion of the former storage areas to classroom space, and a new Burnhouse. In addition, a project under review would upgrade fire and EMS radio systems.

ANALYSIS OF 2008 CAPITAL PROJECTS

Emergency Services is requesting two projects in 2008 for a total of \$14.4 million. Both are rated PL2; Reports on these projects follow.

BES05 DES Main Facility Rehabilitation

FIVE YEAR CAPITAL PROGRAM (in thousands)

	Estimated							
	Ultimate	Approp-						Under

	Total Cost	riated	2008	2009	2010	2011	2012	Review
Gross	9,940	940	9,000					
Less non-County Shares								
Net	9,940	940	9,000					

Project Description:

The study prepared under capital project BES01 recommends the conversion of existing emergency response apparatus storage bays to classrooms, conference rooms and renovated locker room and restroom facilities. The renovation will also make the building ADA-compatible and the mechanical systems will be upgraded and the administrative area will be re-aligned.

APPROPRIATION /FUNDING REQUESTS:

2006: Design
2008: Construction

JUSTIFICATION: The building that houses the Department of Emergency Services was opened in 1979. At that time, the Department offered fire training programs to firefighters. Since then, the training focus has broadened to include fire programs, EMS training, emergency management and weapons of mass destruction programs and pediatric training sessions. In 1988, a total of 4,835 participants were trained. By 2003, that number increased 500% to over 24,000 participants and that number continues to increase.

The existing classroom space is inadequate to accommodate the growing number of participants. The proposed conference rooms will allow smaller groups to meet. The existing locker rooms are deteriorated and in disrepair. Restroom facilities are inadequate to handle the volume of participants using the building. Mechanical systems will need to be upgraded for the additional occupied space formerly used as apparatus storage bays.

CONSISTENCY WITH PROGRAMS OR PLANS: This project is recommended by the recently completed study. This project is consistent with the *Patterns* policy to "support capital improvements for physical facilities that enable the County to deliver social and public safety services in an efficient, economic and humane manner."

Planning Board Analysis:

PL2: The Planning Board supports the proposed rehabilitation of the Department of Emergency Services' main building. Plans for any enhancement of the existing facilities should be reviewed by the Planning Department for consistency with current Campus development guidelines, including the Campus Master Plan, now being updated.

An Act amending the 2025 County
Capital Budget Appropriations for
Capital Project BES05 DES MAIN FACILITY
REHABILITATION

BE IT ENACTED by the Board of Legislators of the County of Westchester as follows:

Section 1. The Capital section of the 2025 County Budget is hereby amended as follows:

	Previous 2025 Appropriation	Change	Revised 2025 Appropriation
I. Appropriation	\$9,940,000	\$800,000	\$10,740,000

Section 2. The estimated method of financing in the Capital Section of the 2025 Westchester County Capital Budget is amended as follows:

II. METHOD OF
FINANCING

Bonds and/or Notes	\$9,940,000	\$800,000	\$10,740,000
Non County Shares	\$0		\$0
Cash	\$0		\$0
Total	\$9,940,000	\$800,000	\$10,740,000

Section 3. The ACT shall take effect immediately.