

ALBANY COUNTY SHERIFF'S OFFICE

CRAIG D. APPLE, SR.
SHERIFF



MICHAEL S. MONTELEONE
EXECUTIVE UNDERSHERIFF

County Court House
Albany, New York 12207 (518) 487-5400
WWW.ALBANYCOUNTYSHERIFF.COM

June 17, 2025

Honorable Joanne Cunningham
Legislative Clerk's Office
112 State Street, Room 710
Albany, New York 12207

Re: Request for Legislative Action
Budget Amendment

JO
Dear Chairwoman Cunningham:

The attached correspondence is forwarded for presentation to the Albany County Legislature.

Legislative approval is required in order to allow the Albany County Sheriff's Office to move funds in the amount of \$35,000.00 from ambulance reserve account to the active budget for the purchase of a used Fire Apparatus 2021 Chevy Tahoe from Bellevue Fire District #9. We have attached a budget amendment reflecting this change.

Should there be any questions, please do not hesitate to call.

Sincerely,


Craig D. Apple, Sr.
Sheriff

Cc. Hon. Daniel P. McCoy, County Executive
Hon. Wanda Willingham, Audit & Finance Committee

REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):

..title

Request for Legislative approval to transfer funds from EMS reserve to 2025 Active Budget

..body

Date:	June 17, 2025	Submitted By:	Craig D. Apple, Sr.
Department:	Sheriff's Office	Title:	Sheriff
Attending Meeting:	Sheriff Craig D. Apple, Sr.	Phone:	518-487-5440

Purpose of Request: Budget Amendment Enter text.

CONTRACT TERMS/CONDITIONS:

Party Names and Addresses:

Enter text.

Term: (Start/end date or duration) Enter text.

Amount/Raise Schedule/Fee: Enter text.

BUDGET INFORMATION:

Is there a Fiscal Impact: Yes ☒ No ☐

Anticipated in Budget: Yes ☐ No ☒

Spreadsheet attached: Yes ☒ No ☐

Source of Funding – (Percentages)

Federal: 0% County: 100%

State: 0% Local: 0%

County Budget Accounts:

Revenue Account and Line: Enter text.

Revenue Amount: Enter text.

Appropriation Account and Line: Enter text.

Appropriation Amount: Enter text.

ADDITIONAL INFORMATION:

Mandated Program/Service: Yes ☐ No ☒

If Mandated, Cite Authority: Enter text.

Request for Bids / Proposals:

Competitive Bidding Exempt: Yes ☐ No ☐

of Response(s): Enter text.

of MWBE: Enter text.

of Veteran Business: Enter text.

Bond Resolution No.: Enter text.

Apprenticeship Program Yes ☐ No ☐

Previous requests for Identical or Similar Action:

Resolution/Law Number and Date: 671 of 2024

DESCRIPTION OF REQUEST: (state briefly why legislative action is requested)

This \$35,000 transfer will be used to purchase a fire apparatus 2021 Chevy Tahoe.

APPROPRIATIONS

ACCOUNT NO.		RESOLUTION DESCRIPTION	INCREASE	DECREASE	DEPARTMENT NAME
A9	3110 2 2400	AUTOMOBILES	35,000.00		SHERIFF'S OFFICE
TOTAL APPROPRIATIONS			35,000.00		

REVENUES

ACCOUNT NO.		RESOLUTION DESCRIPTION	INCREASE	DECREASE	DEPARTMENT NAME
A	A 00890	RESERVE EMS AMBULANCE FUND		35,000.00	SHERIFF'S OFFICE
GRAND TOTALS			35,000.00	35,000.00	



County of Albany
Albany, NY 12207

PHONE
(518) 447-7140
FAX
(518) 447-5588

Purchase Order

Fiscal Year 2025

Page: 1 of: 1

Government purchase orders are acceptable in lieu of exemption
certificate - retain for proof.

Tax ID# 14-6002563

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKAGES AND SHIPPING PAPERS.

Purchase Order #

2769

Delivery must be made within doors of specified
destination.

Vendor

BELLEVUE FIRE DISTRICT 9
511 COMO PARK BLVD
CHEEKTOWAGA, NY 14227

Bill To

ALBANY COUNTY SHERIFF
HON CRAIG D APPLE
16 EAGLE ST COURT HOUSE RM
79
ALBANY, NY 12207

Ship To

ALBANY COUNTY SHERIFF
HON CRAIG D APPLE
16 EAGLE ST COURT HOUSE RM
79
ALBANY, NY 12207

VENDOR PHONE NUMBER	VENDOR FAX NUMBER	REQUISITION NUMBER	DELIVERY REFERENCE
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31100318

DATE ORDERED	VENDOR NUMBER	DATE REQUIRED	FREIGHT METHOD/TERMS	DEPARTMENT/LOCATION
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06/10/2025

34101

SHERIFF

NOTES

The Above Purchase Order Number Must Appear On All Correspondence -
Packing Sheets And Bills Of Lading

ITEM#	DESCRIPTION / PART #	QTY	UOM	UNIT PRICE	EXTENDED PRICE
1	Fire Apparatus 2021 Chevy Tahoe	1.0	EACH	\$35,000.00	\$35,000.00
	GL Account: A9311033 - 22400 - 10000			\$35,000.00	
	Commodity Code: 07006				

GL SUMMARY

A9311033 - 22400 - 10000

\$35,000.00

By: Pamela O'Neill
Authorized Signature

Direct all questions regarding this purchase order to:
Albany County Department of General Services
Purchasing Division
112 State Street, Room 820, Albany, NY 12207
DLI 518 447 7140 CY 518 447 5588

VENDOR COPY

Total Ext. Price	\$35,000.00
Total Sales Tax	\$0.00
Total Freight	\$0.00
Total Discount	\$0.00
Total Credit	\$0.00
PO Total	\$35,000.00

Harris, Tina

From: noreply@albany.mycontract.com
Sent: Monday, June 9, 2025 3:50 PM
To: Harris, Tina
Subject: EXTERNAL Contract Executed

Caution: This email originated from outside of Albany County. Do not click links or open attachments unless you recognize the sender and know the content is safe. If this email appears suspicious, please submit it using the Phish Alert Button in Outlook.

External sender <noreply@albany.mycontract.com>
Make sure you trust this sender before taking any actions.

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Contract Management System (<http://albany.mycontract.com>).
DO NOT REPLY TO THIS EMAIL.

All required approvals / signatures for the following contract have been collected. The status of this contract has been changed to "executed."

Vendor: Bellevue Fire District #9
Contract: Purchase Fire Apparatus 2021 Chevy Tahoe
Department:
Sheriff's Office A3110

Start Date: 06/15/2025
End Date: 06/14/2026
Type: new

This is an automated email from Albany County's
Contract Management System (<http://albany.mycontract.com>).
DO NOT REPLY TO THIS EMAIL.