



DANIEL P. McCOY  
COUNTY EXECUTIVE

COUNTY OF ALBANY  
DEPARTMENT OF GENERAL SERVICES  
PURCHASING DIVISION  
112 STATE STREET – ROOM 820  
ALBANY, NEW YORK 12207-2021  
(518) 447-7140 - FAX (518) 447-5588  
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DAVID M. LATINA  
COMMISSIONER OF GENERAL SERVICES

PAMELA ONEILL  
PURCHASING AGENT

October 31, 2024

Hon. Joanne Cunningham, Chairwoman  
Albany County Legislature  
112 State St., Rm. 710  
Albany, NY 12207

Dear Chairwoman Cunningham:

The Purchasing Division issued RFB#2023-121, Supply and Delivery of Bottled Water and received one competitive bid. DS Services doing business as Primo Water North America was the sole responsive and responsible bidder.

The Purchasing Division respectfully requests approval to renew our contract with DS Services doing business as Primo Water North America for countywide supply and delivery of bottled water and water cooler rental. The contract term will be for a period of one (1) year. We are requesting authorization for a total cost not to exceed \$100,485.00.

Attached are the related documents for your review. If you have any questions, please contact me directly at 447-7139.

Sincerely,

Pamela O'Neill  
Purchasing Agent

cc: Dennis A. Feeney, Majority Leader  
Frank A. Mauriello, Minority Leader  
Rebekah Kennedy, Majority Counsel  
Arnis Zilgme, Minority Counsel