



DANIEL P. McCOY  
COUNTY EXECUTIVE

COUNTY OF ALBANY  
DEPARTMENT OF GENERAL SERVICES  
PURCHASING DIVISION  
112 STATE STREET, ROOM 1000  
ALBANY, NEW YORK 12207-2021  
(518) 447-7140 - FAX (518) 447-5588

DAVID M. LATINA  
COMMISSIONER OF GENERAL SERVICES

PAMELA O NEILL  
PURCHASING AGENT

## MEMORANDUM

**TO:** Lisa M. Ramundo, Commissioner  
Public Works

**FROM:** Pamela O Neill *Pamela*  
Purchasing Agent

**DATE:** January 28, 2025

**RE:** Purchase of a Tree Trimming Truck

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I am in receipt of your recommendation letter for Altec Industries in the amount not to exceed \$205,291.00

As Altec has a current award under Sourcewell Contract 110421-ALT, I approve your recommendation.

Please obtain the necessary contract approval of the County Contract Legislature so that we may issue a Notice of Award.