



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 Ramumdo
Commissioner

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

DATE: November 1, 2023

RE: Quotes Purchase of a Truck Mounted Message Sign with Large Display

I am in receipt of your recommendation to award the aforementioned to Motion Industries under the NJPA Contract #121218-MII in the amount of \$12427.00.

As Motion Industries is the lowest responsible and responsive bidder, I concur with your recommendation.

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