



DANIEL P. McCOY  
COUNTY EXECUTIVE

COUNTY OF ALBANY  
DEPARTMENT OF GENERAL SERVICES  
PURCHASING DIVISION  
112 STATE STREET, ROOM 1000  
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DAVID M. LATINA  
COMMISSIONER OF GENERAL SERVICES

PAMELA O NEILL  
PURCHASING AGENT

## MEMORANDUM

**TO:** Lisa Ramundo  
Commissioner

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

**DATE:** February 25, 2025

**RE:** **RFP #2025-010 On-Call Engineering Consulting Services for Parks and Recreation Projects in Albany County**

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I am in receipt of your recommendation to award the aforementioned to Colliers Engineering & Design in the amount not to exceed \$350,000.00.

I have reviewed your scoring sheets and believe that you have performed a thorough evaluation of the proposals submitted. I have no objection to the selection of Colliers Engineering & Design.

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