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January 2, 2025

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

Dear Chairwoman Cunningham:


The Department of General Services requests approval to establish a formal Shared Services Program within the Albany County Department of General Services (DGS). This initiative aims to streamline and enhance the process by which we share equipment with and perform services for Albany County municipalities.

We propose to accomplish this through the creation of Memorandums of Understanding (MOUs), which will serve as formal agreements between the Albany County Department of General Services and various municipalities across the County. These MOUs will outline the terms and conditions under which equipment and services may be provided, ensuring that all parties involved have a clear understanding of responsibilities, costs, and other logistics.

The goal of this program is to maximize the use of existing resources, enhance efficiency, and provide municipalities with access to specialized equipment and services that may not otherwise be readily available to them. By formalizing this process, we aim to foster greater collaboration among municipalities, improve service delivery, and reduce operational costs.

We are confident that the proposed Shared Services Program will be beneficial to both the Albany County Department of General Services and the municipalities we serve. Your approval of this request will enable us to move forward with drafting the necessary MOUs and implementing the program.

Sincerely,



David M. Latina
Commissioner

cc: Hon. Dennis Feeney
Hon. Frank Mauriello
Rebekah Kennedy
Amis Zilgme