



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

KAREN A. STORM
PURCHASING AGENT

MEMORANDUM

TO: Larry Slatky
Shaker Place Rehabilitation and Nursing Center

FROM: Karen Storm *Karen Storm*
Purchasing Agent

DATE: August 26, 2021

RE: RFB #2021-114, Personal Laundry Services

I am in receipt of your recommendation to award the aforementioned Request for Bids to Plaza Linen in the amount of \$150,000.00

As Plaza Linen is the low responsive and responsible bidder, I concur with your recommendation.

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