SUSAN A. RIZZO
COUNTY COMPTROLLER

AMANDA AUSTIN
CERTIFIED PUBLIC ACCOUNTANT

COUNTY OF ALBANY
OFFICE OF THE COMPTROLLER
112 STATE STREET, ROOM 1100
ALBANY, NEW YORK 12207-2021
(518) 447-7130
susan.rizzo@albanycountyny.gov

EDWARD L. DOTT
EXECUTIVE DEPUTY COMPTROLLER

FRANK COMMISSO
EXECUTIVE DEPUTY COMPTROLLER

October 8, 2025

Hon. Joanne Cunningham, Chairwoman
Albany County Legislature
112 State Street – Suite 710
Albany, New York 12207

RE: RLA – Independent Auditing Services

Dear Chairwoman Cunningham,

The Department of Audit and Control respectfully requests approval to enter into a three-year contract with two additional one-year options with BST & Co. CPAs, LLP, for independent auditing services. The RLA and the concurrence letter issued by the Purchasing Division are attached for your review and convenience.

Please let me know should you require any additional information.

Sincerely,

Susan A. Rizzo
Albany County Comptroller
112 State Street, Room 1100
Albany, New York 12207
(518) 447-7130

cc: Dennis Feeney, Majority Leader
Frank Mauriello, Minority Leader
Necole Chambers, Clerk of the Legislature
Caitlin O'Brien, Chief of Staff
Thomas DeBose, Counsel to the Chair
Rebekah Kennedy, Majority Counsel
James Curran, Minority Counsel

REQUEST FOR LEGISLATIVE ACTION

Requesting Authorization to Enter into a Three-Year Contract with Two Additional One-Year Options with BST & Co., CPAs, LLP for Independent Auditing Services

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Date:	October 8, 2025
Submitted By:	Susan A. Rizzo
Department:	Department of Audit and Control
Title:	Albany County Comptroller
Phone:	(518) 447-7130
Department Rep. Attending Meeting:	Susan A. Rizzo

Purpose of Request:

☐ Adopting of Local Law
☐ Amendment of Prior Legislation
☐ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☐ Budget Amendment
☒ Contract Authorization
☐ Countywide Services
☐ Environmental Impact/SEQR
☐ Home Rule Request
☐ Property Conveyance
☐ Other: (state if not listed) ______________________

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):

☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
☐ Personnel Non-Individual
☐ Revenue

Increase Account/Line No.:	N/A
Source of Funds:	N/A
Title Change:	N/A

CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:

☐ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☐ Lease (Equipment/Supplies)
☐ Requirements
☒ Professional Services
☐ Education/Training
☐ Grant
Choose an item.
Submission Date Deadline Click or tap to enter a date.
☐ Settlement of a Claim
☐ Release of Liability
☐ Other: (state if not listed) ______________________________

Contract Terms/Conditions:

Party (Name/address):
BST & Co. CPAs, LLP
10 British American Blvd.
Latham, New York 12110

Additional Parties (Names/addresses):
Click or tap here to enter text.

Amount/Raise Schedule/Fee: $163,000
Scope of Services: Independent Auditing Services of 2025 Fiscal Year

Bond Res. No.:
Date of Adoption:

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes ☒ No ☐
If Mandated Cite Authority: NYS

Is there a Fiscal Impact: Yes ☒ No ☐
Anticipated in Current Budget: Yes ☒ No ☐

County Budget Accounts:
Revenue Account and Line:
Revenue Amount:

Appropriation Account and Line: A.91315.44044

Appropriation Amount:

<u>Source of Funding – (Percentages)</u>

Federal:
State:
County: 100%
Local:

<u>Term</u>

Term: (Start and end date) 1/1/2026 – 12/31/2028
Length of Contract: 3 years, with two one-year options

<u>Impact on Pending Litigation</u> Yes ☐ No ☒

If yes, explain:

<u>Previous requests for Identical or Similar Action:</u>

Resolution/Law Number: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

<u>Justification</u>: (state briefly why legislative action is requested)

Albany County is required by New York State and federal laws, rules and regulations to have an annual independent audit. Passage of this legislation will fulfill this requirement for fiscal year 2025, 2026 and 2027.

COUNTY OF ALBANY
DEPARTMENT OF GENERAL SERVICES
PURCHASING DIVISION
112 STATE STREET, ROOM 820
ALBANY, NEW YORK 12207-2021
(518) 447-7140 - FAX (518) 447-5588

DANIEL P. McCOY
COUNTY EXECUTIVE

DAVID M. LATINA
COMMISSIONER OF GENERAL SERVICES

PAMELA O NEILL
PURCHASING AGENT

MEMORANDUM

TO: Susan Rizzo, Frank Commisso Jr.
Office of the Comptroller

FROM: Pamela O Neill
Purchasing Agent

DATE: October 8, 2025

RE: RFP #2025-140
TECHNICAL AND PROFESSIONAL SERVICES TO PROVIDE AUDITING SERVICES FOR ALBANY COUNTY'S FINANCIAL STATEMENTS, FOR THE FISCAL YEARS 2025, 2026, AND 2027

I am in receipt of your recommendation to award the aforementioned to **BST & Co. CPAs, LLP.**

I have reviewed your scoring sheets and believe that you have performed a thorough evaluation of the proposal(s) submitted. I have no objection to the selection of **BST & Co. CPAs, LLP.**

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Please obtain the necessary contract approval of the County Executive/Contract Administration Board/County Legislature, so that we may issue a Notice of Award.