



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: Lisa M. Ramundo
Commissioner

FROM: Karen Storm *[Signature]*
Purchasing Agent

DATE: February 12, 2020

RE: Purchase of 2020 Chevrolet Silverado 4WD Crew Cab Work Truck
Mini Bid #3317

I am in receipt of your recommendation to award the aforementioned NYS OGS Mini-bid #3317 to Joe Basil Chevrolet, Inc., in the amount of \$140,932.06.

As they were the sole bidder, and it has been determined by you that it meets your department's needs, 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.