



# County of Albany

Harold L. Joyce  
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Building  
112 State Street - Albany,  
NY 12207

## Legislation Text

File #: TMP-6264, Version: 1

### REQUEST FOR LEGISLATIVE ACTION

#### Description (e.g., Contract Authorization for Information Services):

Approval to establish a formal Shared Services Program within the Albany County Department of Public Works (DPW).

Date: 01/02/2025  
Department: Public Works  
Attending Meeting: Lisa M. Ramundo  
Submitted By: Rosa Maria Tirino  
Title: Director of Operations  
Phone: 518-655-7919

Purpose of Request: Other (State if not Listed) Establish Formal Program

### CONTRACT TERMS/CONDITIONS:

Party Names and Addresses:  
n/a

Term: (Start/end date or duration) 01/01/2025-12/31/2030  
Amount/Raise Schedule/Fee: Enter text.

### BUDGET INFORMATION:

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

### Source of Funding - (Percentages)

Federal: Enter text. County: 100%  
State: Enter text. Local: Enter text.

### County Budget Accounts:

Revenue Account and Line: Enter text.  
Revenue Amount: Enter text.  
Appropriation Account and Line: Enter text.  
Appropriation Amount: Enter text.

### ADDITIONAL INFORMATION:

Mandated Program/Service: Yes ☐ No ☒  
If Mandated, Cite Authority: Enter text.  
Request for Bids / Proposals:

Competitive Bidding Exempt:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
# of Response(s):	Enter text.
# of MWBE:	Enter text.
# of Veteran Business:	Enter text.
Bond Resolution No.:	Enter text.
Apprenticeship Program	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

Previous requests for Identical or Similar Action:

Resolution/Law Number and Date: Enter text.

**DESCRIPTION OF REQUEST:** (state briefly why legislative action is requested)

The Department of Public works requests approval to establish a formal Shared Services Program within the Albany County Department of Public Works (DPW). 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 Public Works 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 Public Works 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.