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MICHAEL P. McLAUGHLIN, JR.
DEPUTY COUNTY EXECUTIVE

July 1, 2024

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

Chairwoman Cunningham,

The Albany County Executive's Office requests permission to adopt Rensselaer County's Business Analysis and Risk Assessment for Accepting Electronic Signatures on Contracts, Amendments and Memorandums of Understandings. Codes, Rules and Regulations of New York (CRR-NY) 9.N.540.4.C requires that "A governmental entity shall complete and document a business analysis and risk assessment when selecting an electronic signature to be used or accepted by that governmental entity in an electronic transaction." Rensselaer County has performed said business analysis and risk assessment. Per the same regulation, "A governmental entity may elect to adopt an existing business analysis and risk assessment completed and documented by another governmental entity when selecting an electronic signature for use or acceptance in the same type of electronic transaction to which the existing business analysis and risk assessment applies."

Adopting this Business and Risk Assessment will allow Albany County to execute contracts electronically, dramatically increasing the efficiency of the contracting process.

Sincerely,

Daniel P. McCoy
Albany County Executive

cc: Dennis Feeney, Majority Leader
Frank Mauriello, Minority Leader
Rebekah Kennedy, Majority Counsel
Arnis Zilgme, Minority Counsel