



Daniel P. McCoy
County Executive

Mark S. Olsen
Executive Director

September 20, 2023

The Honorable Andrew Joyce
Chairman, Albany County Legislature
Legislative Clerk's Office
112 State Street, Suite 710
Albany, New York 12207

Dear Chairman Joyce:

Shaker Place Rehabilitation and Nursing Center respectfully requests approval to enter into a six (6) month contract extension with Guardian Consultant Services. The terms of the contract will remain the same as under the existing agreement for this period of time, and this will allow us to go through the RFP process.

The current contract expired on July 31, 2023 and we need this extension to continue payment and ensure that the RFP process is properly completed. The anticipated cost of this extension is not expected to exceed \$25,000.00.

If you have any questions regarding this request, please do not hesitate to contact us. Thank you for your consideration and anticipated approval.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Olsen", written over a horizontal line.

Mark S. Olsen
Executive Director

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

