



PLANNING & COMMUNITY DEVELOPMENT
ONE ROOSEVELT SQUARE
MOUNT VERNON, NEW YORK 10550
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JAMES RAUSSE, FAICP, WEDG
COMMISSIONER

December 18, 2024

VIA EMAIL:

Honorable City Council Members
City of Mount Vernon
1 Roosevelt Square
Mount Vernon, New York 10550

RE: Request to authorize legislation to authorize payment for the Department of Planning and Community Development to purchase a HP Design XL 3600 Printer.

Honorable City Council Members:

I am writing to respectfully request that the Mount Vernon City Council enact legislation to authorize payment for a plotter from MRA International.

The fee is \$23,036.35 Plotter and \$6,963.65 for the Supplies (paper & Toner) full total \$30,000.00. It will be paid using the Department of Planning and Community Development Contracted Outside Services budget line A8020.405. We submitted the three following quotes and decided MRA International's quote was the best fit for our needs as the other quotes did not include a Maintenance package.

- MRA International- \$23,036.253
- Quote #2
- Quote #3

Sincerely,

A handwritten signature in blue ink, appearing to read "James Rausse".

JAMES RAUSSE, FAICP, WEDG
Commissioner
Department of Planning & Community Development

cc: Mayor Shawyn Patterson-Howard
Comptroller Darren M. Morton
Malcolm Clark, Chief of Staff

Enclosure(s): Quote: MRA International
SHI
MNJ Technologies Direct, Inc.

