

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	http://otda.ny.gov/programs/housing/hnac.asp
2. Are the procurement guidelines reviewed annually, amended if needed, and approved by the Board?	Yes	
3. Does the Authority allow for exceptions to the procurement guidelines?	No	
4. Does the Authority assign credit cards to employees for travel and/or business purchases?	No	
5. Does the Authority require prospective bidders to sign a non-collusion agreement?	Yes	
6. Does the Authority incorporate a summary of its procurement policies and prohibitions in its solicitation of proposals, bid documents or specifications for procurement contracts?.	Yes	
7. Did the Authority designate a person or persons to serve as the authorized contact on a specific procurement, in accordance with Section 139-j(2)(a) of the State Finance Law, "The Procurement Lobbying Act"?	Yes	
8. Did the Authority determine that a vendor had impermissible contact during a procurement or attempted to influence the procurement during the reporting period, in accordance with Section 139-j(10) of the State Finance Law?	No	
If Yes, was a record made of this impermissible contact?		
9. Does the Authority have a process to review and investigate allegations of impermissible contact during a procurement, and to impose sanctions in instances where violations have occurred, in accordance with Section 139-j(9) of the State Finance Law?	Yes	
10. As required by Section 2880 of the Public Authorities Law, has the Authority prepared a statement on its prompt payment policy?	Yes	Attachment Included
11. As required by Section 2880 of the Public Authorities Law, has the Authority prepared a report on the scope and implementation of its prompt payment policy?	Yes	Attachment Included
12. Is the Authority subject to Article 15-A of the Executive Law?	Yes	
13. Has the Authority designated a person or persons to oversee its MWBE program?	Yes	
14. Does the Authority maintain a current and updated list of qualified certified MWBEs?	No	
15. Does the Authority provide notices to professional and other organizations that serve MWBEs as to the types of services procured by the Authority?	Yes	
16. Did the Authority establish a goal for participation by	Yes	

Procurement-Information:

Question	Response	URL (if applicable)
a. If yes, what was the goal (percentage of total procurements) for the reporting period?	10%	
b. What was the actual percentage of total procurements awarded to MWBEs for the reporting period?	10%	

Procurement Transactions Listing:

1. Vendor Name:	Dormitory Authority of the State of New York	Type of Procurement:	Consulting Services
Transaction Number:	HC00252	Award Process:	Authority Contract - Non-Competitive Bid
Procurement Description:	Architectural consulting services to HHAC	Award Date:	04/01/1996
		Begin Date:	04/01/1996
		Renewal Date:	04/01/2010
Amount Expended for Fiscal Year:	\$1,474,867.4	End Date:	03/31/2013
Amount Expended for Life to Date:	\$18,146,723.11	Amount:	\$27,401,855.59
Does the contract have an end Date:	Yes	Fair Market value:	
Current or Outstanding Balance:	\$9,255,132.48	Explain why the fair market value is less than the contract amount:	
Number Of Bids Or Proposals Received Prior to Award of Contract:	0		
Is the Vendor a NYS or Foreign Business Enterprise?	NYS	Status:	OPEN
Is the Vendor a Minority or Woman-Owned Business Enterprise?	No	were MWBE firms solicited as part of this procurement proces	No
Exemption from the publication requirements of Article 4c of the economic-development law?	Yes	Number of bids and proposal received from MWBE firms:	0
If Yes, basis for exemption:	The MOU was provided for in the Laws of 1990 and subsequent years		
Address Line1:	515 Broadway		
Address Line2:			
City:	ALBANY		
State:	NY		
Postal Code:	12207		
Plus 4:			
Province Region:			
Country:	USA		

Procurement Transactions Listing:

2. Vendor Name:	Natural Heritage Trust	Type of Procurement:	Consulting Services
Transaction Number:	HC00402	Award Process:	Authority Contract - Non-Competitive Bid
Procurement Description:	HHAC has an MOU with NHT, which is housed in the State Historic Preservation Office (SHPO) and reviews proposed HHAP projects for potential im	Award Date:	03/01/1999
Amount Expended for Fiscal Year:	\$14,500	Begin Date:	03/01/1999
Amount Expended for Life to Date:	\$188,500	Renewal Date:	03/01/2009
Does the contract have an end Date:	Yes	End Date:	02/28/2014
Current or Outstanding Balance:	\$29,000	Amount:	\$217,500
Number Of Bids Or Proposals Received Prior to Award of Contract:	0	Fair Market value:	Explain why the fair market value is less than the contract amount:
Is the Vendor a NYS or Foreign Business Enterprise?	NYS	Status:	OPEN
Is the Vendor a Minority or Woman-Owned Business Enterprise?	No	were MWBE firms solicited as part of this procurement proces	No
Exemption from the publication requirements of Article 4c of the economic-development law?	Yes	Number of bids and proposal received from MWBE firms:	0
If Yes, basis for exemption:	Services provided are relative to statutory obligations of Office of Parks, Recreation and Historic Preserv		
Address Line1:	PO Box 189		
Address Line2:			
City:	WATERFORD		
State:	NY		
Postal Code:	12188		
Plus 4:			
Province Region:			
Country:	USA		

Procurement Transactions Listing:

3. Vendor Name:	Toski, Schaefer & Co. PC	Type of Procurement:	Financial Services
Transaction Number:	HC00665	Award Process:	Authority Contract - Competitive Bid
Procurement Description:	Independent audit services to HHAC	Award Date:	04/04/2008
		Begin Date:	04/04/2008
		Renewal Date:	04/01/2012
Amount Expended for Fiscal Year:	\$8,800	End Date:	03/31/2013
Amount Expended for Life to Date:	\$33,500	Amount:	\$42,300
Does the contract have an end Date:	Yes	Fair Market value:	
Current or Outstanding Balance:	\$8,800	Explain why the fair market value is less than the contract amount:	
Number Of Bids Or Proposals Received Prior to Award of Contract:	2		
Is the Vendor a NYS or Foreign Business Enterprise?	NYS	Status:	OPEN
Is the Vendor a Minority or Woman-Owned Business Enterprise?	No	were MWBE firms solicited as part of this procurement proces	No
Exemption from the publication requirements of Article 4c of the economic-development law?	No	Number of bids and proposal received from MWBE firms:	0
If Yes, basis for exemption:			
Address Line1:	300 Essjay Rd		
Address Line2:	Suite 115		
City:	WILLIAMSVILLE		
State:	NY		
Postal Code:	14221		
Plus 4:			
Province Region:			
Country:	USA		

Additional Comments: