

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	http://www.amsterdamny.gov/business/amsterdam-industrial-development-agency.php
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?	Yes	
4. Does the Authority assign credit cards to employees for travel and/or business purchases?	Yes	
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	
8a 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	

Procurement Transactions Listing:

<p>1. Vendor Name: Charles Schwartz, Esq.</p> <p>Type of Procurement: Legal Services Award Process: Authority Contract - Competitive Bid Award Date: 01/01/2011 End Date: 12/31/2012 Amount: \$25,030 Amount Expended for Fiscal Year: \$25,030 Fair market value: Explain why the fair market value is less than the amount:</p> <p>Address Line1: 191 Guy Avenue Address Line2: City: AMSTERDAM State: NY Postal Code: 12010 Plus 4: Province Region: Country: USA</p> <p>Procurement Description: IDA Legal lServices</p>	<p>2. Vendor Name: Kenneth Frederick</p> <p>Type of Procurement: Design and Construction/Maintenance Award Process: Authority Contract - Competitive Bid Award Date: 06/23/2011 End Date: 11/01/2011 Amount: \$7,300 Amount Expended for Fiscal Year: \$7,300 Fair market value: Explain why the fair market value is less than the amount:</p> <p>Address Line1: 3535 Schoharie Turnpike Address Line2: City: DELANSON State: NY Postal Code: 12053 Plus 4: Province Region: Country: USA</p> <p>Procurement Description: Roofing Contractor for IDA owned building leased by PCT, Inc.</p>
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Procurement Transactions Listing:

3. Vendor Name: Leavenworth

Type of Procurement: Financial Services
Award Process: Authority Contract - Competitive Bid
Award Date: 07/01/2011
End Date: 06/30/2012
Amount: \$9,050
Amount Expended for Fiscal Year: \$9,050
Fair market value:

Explain why the fair market value is less than the amount:

Address Line1: 2600 State Highway 30
Address Line2:
City: FONDA
State: NY
Postal Code: 12068
Plus 4:
Province Region:
Country: USA
Procurement Description: Audit Firm

Procurement Transactions Listing:Additional Comments:

Our accountant and our auditor both list a \$50,000 loan to Russo's Family Restaurant in our trial balance and general ledger. However, this was a pass through from the National Grid Emergency Flood Loan Program and while we do have a contract with them to repay the loan to National Grid, it is not a procurement contract and we did not enter in into this report.