

**Procurement-Information:**

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="http://www.cliftonpark.org/townhall/CPIDA/pdf/procurement.pdf">http://www.cliftonpark.org/townhall/CPIDA/pdf/procurement.pdf</a>
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	
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 Report for Clifton Park Industrial Development Agency

Run Date: 12/12/2013

Fiscal Year Ending: 12/31/2012

Status: CERTIFIED

**Procurement Transactions Listing:****1. Vendor Name:** Bollam, Sheedy, Torani & Co. LLP**2. Vendor Name:** Jean Maserjian, Esq., PC.

Type of Procurement: Financial Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 12/28/2011  
End Date:  
Amount: \$6,700  
Amount Expended for Fiscal Year: \$6,700  
Fair market value: \$6,700

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

Type of Procurement: Legal Services  
Award Process: Non Contract Procurement/Purchase Order  
Award Date:  
End Date:  
Amount:  
Amount Expended for Fiscal Year: \$6,685  
Fair market value:

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

Address Line1: 26 Computer Drive West  
Address Line2:  
City: ALBANY  
State: NY  
Postal Code: 12205  
Plus 4:  
Province Region:  
Country: USA  
  
Procurement Description: Annual Audit

Address Line1: Route 9  
Address Line2:  
City: CLIFTON PARK  
State: NY  
Postal Code: 12065  
Plus 4:  
Province Region:  
Country: USA  
  
Procurement Description: Agency attorney

Procurement Report for Clifton Park Industrial Development Agency

Run Date: 12/12/2013

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Procurement Transactions Listing:

3. Vendor Name: SEDC

Type of Procurement: Consulting Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 01/06/2009  
End Date:  
Amount: \$15,425  
Amount Expended for Fiscal Year: \$15,425  
Fair market value: \$15,425

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

Address Line1: 28 Clinton Street  
Address Line2:  
City: SARATOGA SPRINGS  
State: NY  
Postal Code: 12866  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Assistance in bringing new projects to  
the agency

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Procurement Transactions Listing:

Additional Comments: