

**Procurement-Information:**

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="http://www.fairportoced.org/industrial-development-agency/policies.htm">http://www.fairportoced.org/industrial-development-agency/policies.htm</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?	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: BME Associates</p> <p>Type of Procurement: Consulting Services  Award Process: Authority Contract - Non-Competitive Bid  Award Date: 09/10/2009  End Date:  Amount: \$59,500  Amount Expended for Fiscal Year: \$29,051  Fair market value:    Explain why the fair market value is less than the amount:</p> <p>Address Line1: 10 Liftbridge Lane East  Address Line2:  City: FAIRPORT  State: NY  Postal Code: 14450  Plus 4:  Province Region:  Country: USA</p> <p>Procurement Description: Engineering consulting services for 15 Parker Street, Fairport, NY project</p>	<p>2. Vendor Name: Bergmann Associates</p> <p>Type of Procurement: Consulting Services  Award Process: Authority Contract - Competitive Bid  Award Date: 09/19/2011  End Date:  Amount: \$46,135  Amount Expended for Fiscal Year: \$41,521.5  Fair market value:    Explain why the fair market value is less than the amount:</p> <p>Address Line1: 28 East Main Street  Address Line2:  City: ROCHESTER  State: NY  Postal Code: 14614  Plus 4:  Province Region:  Country: USA</p> <p>Procurement Description: Consulting services for northwest quadrant master plan</p>
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Procurement Transactions Listing:

3. Vendor Name: Fairport Urban Renewal Agency

Type of Procurement: Staffing Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 10/01/2011  
End Date: 09/30/2012  
Amount: \$49,058  
Amount Expended for Fiscal Year: \$49,058  
Fair market value: \$49,058

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

Address Line1: 31 South Main Street  
Address Line2:  
City: FAIRPORT  
State: NY  
Postal Code: 14450  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Personal services contract

4. Vendor Name: LaBella Associates, P.C.

Type of Procurement: Other Professional Services  
Award Process: Authority Contract - Competitive Bid  
Award Date: 09/28/2011  
End Date:  
Amount: \$6,640  
Amount Expended for Fiscal Year: \$7,897  
Fair market value:

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

Address Line1: 300 State Street, Suite 201  
Address Line2:  
City: ROCHESTER  
State: NY  
Postal Code: 14614  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Environmental consulting at 15 Parker Street, Fairport, NY

**Procurement Transactions Listing:**

5. Vendor Name: McConville, Considine, Cooman & Morin, P.C.

Type of Procurement: Legal Services  
 Award Process: Authority Contract - Competitive Bid  
 Award Date: 10/01/2011  
 End Date: 09/30/2012  
 Amount: \$8,280  
 Amount Expended for Fiscal Year: \$17,070  
 Fair market value:

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

Address Line1: 25 East Main Street  
 Address Line2:  
 City: ROCHESTER  
 State: NY  
 Postal Code: 14614  
 Plus 4:  
 Province Region:  
 Country: USA

Procurement Description: General counsel, legal services

6. Vendor Name: McCord Snyder Landscape Architecture, PLLC

Type of Procurement: Design and Construction/Maintenance  
 Award Process: Authority Contract - Competitive Bid  
 Award Date: 08/17/2012  
 End Date:  
 Amount: \$12,000  
 Amount Expended for Fiscal Year: \$0  
 Fair market value:

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

Address Line1: 2129 Five Mile Line Road  
 Address Line2:  
 City: PENFIELD  
 State: NY  
 Postal Code: 14526  
 Plus 4:  
 Province Region:  
 Country: USA

Procurement Description: Professional services for canalside and waterfront improvement project

Procurement Transactions Listing:

7. Vendor Name: Perinton Tax & Accounting

Type of Procurement: Financial Services  
Award Process: Authority Contract - Competitive Bid  
Award Date: 10/01/2011  
End Date: 09/30/2012  
Amount: \$7,200  
Amount Expended for Fiscal Year: \$7,875  
Fair market value:  
Explain why the fair market value is less than the amount:

Address Line1: 410 Perinton Hills Office Park  
Address Line2:  
City: FAIRPORT  
State: NY  
Postal Code: 14450  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: Accounting services

8. Vendor Name: Raymond F. Wager, CPA, P.C.

Type of Procurement: Financial Services  
Award Process: Authority Contract - Competitive Bid  
Award Date: 10/01/2011  
End Date: 09/30/2013  
Amount: \$7,375  
Amount Expended for Fiscal Year: \$7,375  
Fair market value:  
Explain why the fair market value is less than the amount:

Address Line1: 1020 Lehigh Station Road, Suites 2 &  
Address Line2:  
City: HENRIETTA  
State: NY  
Postal Code: 14467  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: Audit services of independent accountant

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Procurement Transactions Listing:

Additional Comments: