

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	http://discoverrensselaer.com/econ/About.aspx
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?	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:

1. Vendor Name: CFO for Hire, Inc.

2. Vendor Name: CT Male associates

Type of Procurement: Financial Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 01/01/2012
 End Date: 12/31/2012
 Amount: \$9,900
 Amount Expended for Fiscal Year: \$9,900
 Fair market value: \$9,900

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

Type of Procurement: Other Professional Services
 Award Process: Authority Contract - Competitive Bid
 Award Date: 01/01/2008
 End Date:
 Amount: \$238,529
 Amount Expended for Fiscal Year: \$10,949.14
 Fair market value:

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

Address Line1: Three E-Comm Square
 Address Line2:
 City: ALBANY
 State: NY
 Postal Code: 12207
 Plus 4:
 Province Region:
 Country: USA
 Procurement Description: bookkeeping services

Address Line1: 50 Century Hill Drive
 Address Line2:
 City: LATHAM
 State: NY
 Postal Code: 12110
 Plus 4:
 Province Region:
 Country: USA
 Procurement Description: Environmental engineering services

Procurement Transactions Listing:

3. Vendor Name: Eastern New York Angels

4. Vendor Name: Global Citizen LLC

Type of Procurement: Financial Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 08/11/2011
 End Date: 08/11/2015
 Amount: \$100,000
 Amount Expended for Fiscal Year: \$25,000
 Fair market value: \$100,000

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

Type of Procurement: Consulting Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 11/15/2012
 End Date: 08/15/2013
 Amount: \$150,000
 Amount Expended for Fiscal Year: \$0
 Fair market value: \$150,000

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

Address Line1: 5 Computer Drive South
 Address Line2:
 City: ALBANY
 State: NY
 Postal Code: 12205
 Plus 4:
 Province Region:
 Country: USA

Procurement Description: financial assistance

Address Line1: 2 Whitman Court
 Address Line2:
 City: TROY
 State: NY
 Postal Code: 12180
 Plus 4:
 Province Region:
 Country: USA

Procurement Description: professional services

Procurement Transactions Listing:

<p>5. Vendor Name: Information Technology Management, Inc.</p> <p>Type of Procurement: Technology - Consulting/Development or Sup</p> <p>Award Process: Authority Contract - Non-Competitive Bid</p> <p>Award Date: 04/01/2011</p> <p>End Date: 03/31/2012</p> <p>Amount: \$140,000</p> <p>Amount Expended for Fiscal Year: \$40,000</p> <p>Fair market value: \$140,000</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 33 Second Street</p> <p>Address Line2:</p> <p>City: TROY</p> <p>State: NY</p> <p>Postal Code: 12180</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: Information technology services</p>	<p>6. Vendor Name: Information Technology Management, Inc.</p> <p>Type of Procurement: Technology - Consulting/Development or Sup</p> <p>Award Process: Authority Contract - Non-Competitive Bid</p> <p>Award Date: 04/01/2012</p> <p>End Date: 12/31/2012</p> <p>Amount: \$90,000</p> <p>Amount Expended for Fiscal Year: \$90,000</p> <p>Fair market value: \$90,000</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 33 Second Street</p> <p>Address Line2:</p> <p>City: TROY</p> <p>State: NY</p> <p>Postal Code: 12180</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: professional services</p>
---	---

Procurement Transactions Listing:

7. Vendor Name: Jay H. Sherman

8. Vendor Name: Laberge Group

Type of Procurement: Other Professional Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 01/01/2012
 End Date: 12/31/2012
 Amount: \$30,000
 Amount Expended for Fiscal Year: \$30,000
 Fair market value: \$30,000

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

Address Line1: 1560
 Address Line2: Randolph Rd.
 City: SCHENECTADY
 State: NY
 Postal Code: 12309
 Plus 4:
 Province Region:
 Country: USA
 Procurement Description: Empire zone coordinator

Type of Procurement: Consulting Services
 Award Process: Authority Contract - Competitive Bid
 Award Date: 12/01/2010
 End Date: 11/30/2013
 Amount: \$100,000
 Amount Expended for Fiscal Year: \$4,200
 Fair market value:

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

Address Line1: 4 Computer Drive West
 Address Line2:
 City: ALBANY
 State: NY
 Postal Code: 12205
 Plus 4:
 Province Region:
 Country: USA
 Procurement Description: Grant Preparation, administration and Program delivery

Procurement Transactions Listing:

<p>9. Vendor Name: Tech Valley Connect</p> <p>Type of Procurement: Consulting Services Award Process: Authority Contract - Non-Competitive Bid Award Date: 01/01/2012 End Date: 12/31/2012 Amount: \$25,000 Amount Expended for Fiscal Year: \$25,000 Fair market value: \$25,000</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: Rensselaer Technology Park Address Line2: 120 DeFreest Drive City: TROY State: NY Postal Code: 12180 Plus 4: Province Region: Country: USA</p> <p>Procurement Description: consulting services</p>	<p>10. Vendor Name: Whiteman, Osterman & Hanna LLP</p> <p>Type of Procurement: Legal Services Award Process: Authority Contract - Non-Competitive Bid Award Date: 12/08/2011 End Date: Amount: \$25,000 Amount Expended for Fiscal Year: \$13,720.67 Fair market value: \$25,000</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: One Commerce Plaza Address Line2: City: ALBANY State: NY Postal Code: 12260 Plus 4: Province Region: Country: USA</p> <p>Procurement Description: legal services</p>
---	--

Procurement Transactions Listing:

11. Vendor Name: Wojeski & Company

Type of Procurement: Financial Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 01/01/2012
End Date: 12/31/2012
Amount: \$12,500
Amount Expended for Fiscal Year: \$12,500
Fair market value: \$12,500

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

Address Line1: 75 Troy Road
Address Line2:
City: EAST GREENBUSH
State: NY
Postal Code: 12061
Plus 4:
Province Region:
Country: USA
Procurement Description: accounting services

Procurement Transactions Listing:

Additional Comments: