

**Procurement-Information:**

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="http://www.saratogacitycenter.org/wp-content/uploads/2010/05/Procurement-Guidelines.pdf">http://www.saratogacitycenter.org/wp-content/uploads/2010/05/Procurement-Guidelines.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?	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:

1. Vendor Name: AJ Arpey

Type of Procurement: Design and Construction/Maintenance  
Award Process: Authority Contract - Competitive Bid  
Award Date: 07/11/2012  
End Date: 10/16/2012  
Amount: \$163,950.36  
Amount Expended for Fiscal Year: \$163,950.36  
Fair market value:  
Explain why the fair market value is less than the amount:

Address Line1: 112 Columbia Ave Ext  
Address Line2:  
City: BALLSTON SPA  
State: NY  
Postal Code: 12020  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: HVAC Replacement

2. Vendor Name: Family Danz

Type of Procurement: Design and Construction/Maintenance  
Award Process: Authority Contract - Competitive Bid  
Award Date: 08/07/2012  
End Date:  
Amount: \$347,088  
Amount Expended for Fiscal Year: \$320,344  
Fair market value:  
Explain why the fair market value is less than the amount:

Address Line1: 404 N. Pearl St  
Address Line2:  
City: ALBANY  
State: NY  
Postal Code: 12207  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: HVAC Replacement

Procurement Transactions Listing:

3. Vendor Name: Frank Ryan & Sons

4. Vendor Name: Harold R Clune

Type of Procurement: Design and Construction/Maintenance  
 Award Process: Authority Contract - Competitive Bid  
 Award Date: 11/14/2012  
 End Date: 01/15/2013  
 Amount: \$59,640  
 Amount Expended for Fiscal Year: \$59,640  
 Fair market value:

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

Address Line1: 1277 5th Ave  
 Address Line2:  
 City: TROY  
 State: NY  
 Postal Code: 12180  
 Plus 4:  
 Province Region:  
 Country: USA

Procurement Description: interior painting

Type of Procurement: Design and Construction/Maintenance  
 Award Process: Authority Contract - Competitive Bid  
 Award Date: 08/07/2013  
 End Date: 10/16/2013  
 Amount: \$36,800  
 Amount Expended for Fiscal Year: \$36,800  
 Fair market value:

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

Address Line1: 30 Prospect St  
 Address Line2:  
 City: BALLSTON SPA  
 State: NY  
 Postal Code: 12020  
 Plus 4:  
 Province Region:  
 Country: USA

Procurement Description: HVAC Replacement electric

Procurement Transactions Listing:

5. Vendor Name: Phillips Associates

Type of Procurement: Design and Construction/Maintenance  
Award Process: Authority Contract - Competitive Bid  
Award Date: 11/16/2011  
End Date: 01/02/2013  
Amount: \$28,017  
Amount Expended for Fiscal Year: \$28,017

Fair market value:

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

Address Line1: 376 Broadway  
Address Line2:  
City: SARATOGA SPRINGS  
State: NY  
Postal Code: 12866  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Rooftop HVAC replacement engineering design

6. Vendor Name: Saratoga Sign Pro's

Type of Procurement: Design and Construction/Maintenance  
Award Process: Authority Contract - Competitive Bid  
Award Date: 06/15/2012  
End Date: 09/18/2012  
Amount: \$4,280  
Amount Expended for Fiscal Year: \$4,280

Fair market value:

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

Address Line1: 595 Grand Ave  
Address Line2:  
City: SARATOGA SPRINGS  
State: NY  
Postal Code: 12866  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: design and installation of interior wayfinding signage

Procurement Report for Saratoga Springs City Center Authority

Run Date: 12/16/2013

Fiscal Year Ending: 12/31/2012

Status: CERTIFIED

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Procurement Transactions Listing:

Additional Comments: