

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	http://www.cityofscheneectady.com/sura.htm
2. Are the procurement guidelines reviewed annually, amended if needed, and approved by the Board?	No	
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 Transactions Listing:

<p>1. Vendor Name: Jackson Demolition Service, Inc.</p> <p>Type of Procurement: Other</p> <p>Award Process: Authority Contract - Non-Competitive Bid</p> <p>Award Date: 07/13/2013</p> <p>End Date: 07/14/2013</p> <p>Amount: \$39,500</p> <p>Amount Expended for Fiscal Year: \$19,000</p> <p>Fair market value: \$39,500</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 2200 Maxon Road Ex.</p> <p>Address Line2:</p> <p>City: SCHENECTADY</p> <p>State: NY</p> <p>Postal Code: 12308</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: Demolition of 2 SURA owned buildings. Emergency Demo ordered by City of Schenectady and billed to SURA</p>	<p>2. Vendor Name: Jackson Demolition Service, Inc.</p> <p>Type of Procurement: Design and Construction/Maintenance</p> <p>Award Process: Authority Contract - Non-Competitive Bid</p> <p>Award Date: 07/13/2012</p> <p>End Date: 07/13/2012</p> <p>Amount: \$38,750</p> <p>Amount Expended for Fiscal Year: \$19,000</p> <p>Fair market value: \$38,750</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 2200 Maxon Road Ext</p> <p>Address Line2:</p> <p>City: SCHENECTADY</p> <p>State: NY</p> <p>Postal Code: 12308</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: Emergency Demolition of 1125 & 1127 Barrett Street. Ordered by City of Schenectady and billed to SURA</p>
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Procurement Transactions Listing:Additional Comments:

The one procurement was a life and safety emergency demolition ordered by the City of Schenectady with the invoice sent to SURA. The City requested three bids per City of Schenectady Policy. SURA's procurement guidelines were not followed because SURA did not procure the contract.