

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	www.co.livingston.state.ny.us/lcida.htm
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:	BME Associates	2. Vendor Name:	EFP Rotenberg
Type of Procurement:	Other Professional Services	Type of Procurement:	Financial Services
Award Process:	Authority Contract - Non-Competitive Bid	Award Process:	Authority Contract - Competitive Bid
Award Date:	03/02/2012	Award Date:	01/01/2013
End Date:		End Date:	12/31/2015
Amount:	\$10,838.34	Amount:	\$7,600
Amount Expended for Fiscal Year:	\$10,838.34	Amount Expended for Fiscal Year:	\$6,950
Fair market value:	\$10,838.34	Fair market value:	
Explain why the fair market value is less than the amount:		Explain why the fair market value is less than the amount:	
Address Line1:	10 Lift Bridge Lane	Address Line1:	280 Kenneth Drive
Address Line2:		Address Line2:	
City:	FAIRPORT	City:	ROCHESTER
State:	NY	State:	NY
Postal Code:	14450	Postal Code:	14623
Plus 4:		Plus 4:	5263
Province Region:		Province Region:	
Country:	USA	Country:	USA
Procurement Description:	engineering services	Procurement Description:	audit services

Procurement Transactions Listing:

3. Vendor Name: Underberg & Kessler LLP

Type of Procurement: Legal Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 03/02/2012
End Date:
Amount: \$12,402.5
Amount Expended for Fiscal Year: \$12,402.5
Fair market value: \$12,402.5

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

Address Line1: 300 Bausch & Lomb Place
Address Line2:
City: ROCHESTER
State: NY
Postal Code: 14604
Plus 4: 2702
Province Region:
Country: USA
Procurement Description: legal services

Procurement Transactions Listing:

Additional Comments: