

**Procurement-Information:**

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="http://www.capitalizealbany.com">www.capitalizealbany.com</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?	No	
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?.	No	
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"?	No	
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?	No	

Procurement Transactions Listing:

1. Vendor Name: Albany Convention Center Authority

Type of Procurement: Other Professional Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 02/24/2010  
End Date: 12/31/2013  
Amount: \$33,065.4  
Amount Expended for Fiscal Year: \$35,820.86  
Fair market value: \$33,065.4

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

Address Line1: 386 Broadway  
Address Line2:  
City: ALBANY  
State: NY  
Postal Code: 12207  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: License Fee

2. Vendor Name: Center for Economic Growth

Type of Procurement: Other Professional Services  
Award Process: Non Contract Procurement/Purchase Order  
Award Date:  
End Date:  
Amount:  
Amount Expended for Fiscal Year: \$10,150  
Fair market value:

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

Address Line1: 63 State Street  
Address Line2:  
City: ALBANY  
State: NY  
Postal Code: 12207  
Plus 4: 2502  
Province Region:  
Country: USA

Procurement Description: Membership

Procurement Transactions Listing:

3. Vendor Name: Christine Stuto

Type of Procurement: Financial Services  
 Award Process: Non Contract Procurement/Purchase Order  
 Award Date:  
 End Date:  
 Amount:  
 Amount Expended for Fiscal Year: \$43,908.75  
 Fair market value:  
 Explain why the fair market value is less than the amount:

Address Line1: 14 Pateman Circle  
 Address Line2:  
 City: MENANDS  
 State: NY  
 Postal Code: 12204  
 Plus 4:  
 Province Region:  
 Country: USA  
 Procurement Description: Accounting Services

4. Vendor Name: City of Albany

Type of Procurement: Other Professional Services  
 Award Process: Non Contract Procurement/Purchase Order  
 Award Date:  
 End Date:  
 Amount:  
 Amount Expended for Fiscal Year: \$160,000  
 Fair market value:  
 Explain why the fair market value is less than the amount:

Address Line1: 24 Eagle Street  
 Address Line2:  
 City: ALBANY  
 State: NY  
 Postal Code: 12207  
 Plus 4:  
 Province Region:  
 Country: USA  
 Procurement Description: Economic development professional services

Procurement Transactions Listing:

<p>5. Vendor Name: Frank Quakenbush</p> <p>Type of Procurement: Design and Construction/Maintenance  Award Process: Non Contract Procurement/Purchase Order  Award Date:  End Date:  Amount:  Amount Expended for Fiscal Year: \$9,225.06  Fair market value:    Explain why the fair market value is less than the amount:</p>  <p>Address Line1: 60 Amsterdam Ave  Address Line2:  City: MENANDS  State: NY  Postal Code: 12204  Plus 4:  Province Region:  Country: USA</p> <p>Procurement Description: Property construction and maintenance</p>	<p>6. Vendor Name: Fuller &amp; O'Brien</p> <p>Type of Procurement: Other Professional Services  Award Process: Non Contract Procurement/Purchase Order  Award Date:  End Date:  Amount:  Amount Expended for Fiscal Year: \$29,886  Fair market value:    Explain why the fair market value is less than the amount:</p>  <p>Address Line1: P.O. Box 1099  Address Line2:  City: ALBANY  State: NY  Postal Code: 12207  Plus 4:  Province Region:  Country: USA</p> <p>Procurement Description: Insurance products</p>
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Procurement Transactions Listing:

7. Vendor Name: Goody Clancy

Type of Procurement: Consulting Services  
Award Process: Authority Contract - Competitive Bid  
Award Date: 09/23/2013  
End Date: 09/30/2014  
Amount: \$568,900  
Amount Expended for Fiscal Year: \$67,905

Fair market value:

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

Address Line1: 420 Boylston Street  
Address Line2:  
City: BOSTON  
State: MA  
Postal Code: 02116  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Consultant services for the Impact Downtown Albany Revitalization Plan

8. Vendor Name: Intelligent Technology Solutions, Inc.

Type of Procurement: Technology - Hardware  
Award Process: Non Contract Procurement/Purchase Order  
Award Date:  
End Date:  
Amount:  
Amount Expended for Fiscal Year: \$4,549.57

Fair market value:

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

Address Line1: 47 South River Street  
Address Line2:  
City: COXSACKIE  
State: NY  
Postal Code: 12051  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Computer network upgrade/installation

Procurement Transactions Listing:

<p>9. Vendor Name: Intelligent Technology Solutions, Inc.</p> <p>Type of Procurement: Technology - Consulting/Development or Sup</p> <p>Award Process: Authority Contract - Non-Competitive Bid</p> <p>Award Date: 01/01/2013</p> <p>End Date: 12/31/2013</p> <p>Amount: \$10,787</p> <p>Amount Expended for Fiscal Year: \$10,787</p> <p>Fair market value: \$10,787</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 47 South River Street</p> <p>Address Line2:</p> <p>City: COXSACKIE</p> <p>State: NY</p> <p>Postal Code: 12051</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: Computer services</p>	<p>10. Vendor Name: National Grid</p> <p>Type of Procurement: Commodities/Supplies</p> <p>Award Process: Non Contract Procurement/Purchase Order</p> <p>Award Date:</p> <p>End Date:</p> <p>Amount:</p> <p>Amount Expended for Fiscal Year: \$18,227.15</p> <p>Fair market value:</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: P.O. Box 11745</p> <p>Address Line2:</p> <p>City: NEWARK</p> <p>State: NJ</p> <p>Postal Code: 07101</p> <p>Plus 4: 4742</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: Electric &amp; Gas service</p>
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Procurement Transactions Listing:

11. Vendor Name: New York State Conference of Mayors

Type of Procurement: Other Professional Services  
Award Process: Non Contract Procurement/Purchase Order  
Award Date:  
End Date:  
Amount:  
Amount Expended for Fiscal Year: \$13,151  
Fair market value:  
Explain why the fair market value is less than the amount:

Address Line1: 119 Washington Avenue  
Address Line2:  
City: ALBANY  
State: NY  
Postal Code: 12210  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Membership

12. Vendor Name: T&P Cleaning

Type of Procurement: Design and Construction/Maintenance  
Award Process: Non Contract Procurement/Purchase Order  
Award Date:  
End Date:  
Amount:  
Amount Expended for Fiscal Year: \$8,664  
Fair market value:  
Explain why the fair market value is less than the amount:

Address Line1: C/O Tom Pellegrino  
Address Line2: 16 Criswood Drive  
City: ALBANY  
State: NY  
Postal Code: 12205  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Cleaning service

Procurement Transactions Listing:

13. Vendor Name: Thomas M. Owens, Esc.

Type of Procurement: Legal Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 12/01/2009  
End Date:  
Amount: \$39,639.75  
Amount Expended for Fiscal Year: \$39,639.75  
Fair market value:  
Explain why the fair market value is less than the amount:

Address Line1: P.O. Box 307  
Address Line2:  
City: SLINGERLANDS  
State: NY  
Postal Code: 12159  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: Legal services

14. Vendor Name: UHY, LLP

Type of Procurement: Other Professional Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 12/11/2013  
End Date: 08/31/2014  
Amount: \$41,338.5  
Amount Expended for Fiscal Year: \$41,338.5  
Fair market value: \$41,338.5  
Explain why the fair market value is less than the amount:

Address Line1: Dept. CH 16464  
Address Line2:  
City: PALATINE  
State: IL  
Postal Code: 60055  
Plus 4: 6464  
Province Region:  
Country: USA  
Procurement Description: Auditing & Tax services

Procurement Transactions Listing:

15. Vendor Name: Usherwood Office Technology

Type of Procurement: Technology - Hardware  
Award Process: Non Contract Procurement/Purchase Order  
Award Date:  
End Date:  
Amount:  
Amount Expended for Fiscal Year: \$5,954.27  
Fair market value:

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

Address Line1: 1005 West Fayette Street  
Address Line2:  
City: SYRACUSE  
State: NY  
Postal Code: 13204  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: Canon photocopiers

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Procurement Transactions Listing:

Additional Comments: