

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	http://watertownldc.com/index.php/accountability-act
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?	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"?	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?	No	

Procurement Transactions Listing:

<p>1. Vendor Name: Buck Limited Partnership</p> <p>Type of Procurement: Other</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: \$10,800</p> <p>Fair market value:</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 112 Franklin Building</p> <p>Address Line2:</p> <p>City: WATERTOWN</p> <p>State: NY</p> <p>Postal Code: 13601</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: Office Lease payments</p>	<p>2. Vendor Name: Menter Rudin Trivelpiece</p> <p>Type of Procurement: Legal Services</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: \$6,809.2</p> <p>Fair market value:</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 120 Washington Street, Suite 500</p> <p>Address Line2:</p> <p>City: WATERTOWN</p> <p>State: NY</p> <p>Postal Code: 13601</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: legal professional fees</p>
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Procurement Transactions Listing:

3. Vendor Name: Neighbors of Watertown, Inc.

Type of Procurement: Other Professional Services
Award Process: Non Contract Procurement/Purchase Order
Award Date:
End Date:
Amount:
Amount Expended for Fiscal Year: \$15,996
Fair market value:
Explain why the fair market value is less than the amount:

Address Line1: 112 Franklin Street
Address Line2:
City: WATERTOWN
State: NY
Postal Code: 13601
Plus 4:
Province Region:
Country: USA

Procurement Description: Participation with Neighbors of Watertown re: National Development Council contract

4. Vendor Name: Poulsen & Podvin

Type of Procurement: Financial Services
Award Process: Non Contract Procurement/Purchase Order
Award Date:
End Date:
Amount:
Amount Expended for Fiscal Year: \$7,042
Fair market value:
Explain why the fair market value is less than the amount:

Address Line1: 145 Clinton Street
Address Line2:
City: WATERTOWN
State: NY
Postal Code: 13601
Plus 4:
Province Region:
Country: USA

Procurement Description: Annual audit/assistance with accounting software

Procurement Transactions Listing:

Additional Comments: