

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	http://www.hvadc.org/who-we-are/about-us/report/
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"?	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:

1. Vendor Name: Ae Design Inc

2. Vendor Name: Angela Cardinali

Type of Procurement: Other Professional Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 07/22/2013
 End Date: 12/31/2013
 Amount: \$6,179.82
 Amount Expended for Fiscal Year: \$6,179.82
 Fair market value: \$6,179.82

Type of Procurement: Other Professional Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 07/01/2013
 End Date: 12/31/2013
 Amount: \$5,000
 Amount Expended for Fiscal Year: \$5,000
 Fair market value: \$5,000

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

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

Address Line1: 20 Wright Ave
 Address Line2:
 City: LITITZ
 State: PA
 Postal Code: 17543
 Plus 4:
 Province Region:
 Country: USA

Address Line1: PO Box 444
 Address Line2:
 City: SHEFFIELD
 State: MA
 Postal Code: 01257
 Plus 4:
 Province Region:
 Country: USA

Procurement Description: Operations consulting services

Procurement Description: Marketing communications and event consultation

Procurement Transactions Listing:

3. Vendor Name: Business Opportunities Management Consulting

Type of Procurement: Consulting Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 01/01/2013
 End Date: 12/31/2013
 Amount: \$39,267.72
 Amount Expended for Fiscal Year: \$39,267.72
 Fair market value: \$39,267.72

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

Address Line1: 32 Clearview Terrace
 Address Line2:
 City: RENSSELAER
 State: NY
 Postal Code: 12144
 Plus 4:
 Province Region:
 Country: USA

Procurement Description: Business planning consulting and technical assistance

4. Vendor Name: Farm to Table Co-Packers

Type of Procurement: Other Professional Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 08/12/2013
 End Date: 09/30/2013
 Amount: \$5,000
 Amount Expended for Fiscal Year: \$5,000
 Fair market value: \$5,000

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

Address Line1: 750 Enterprise Dr
 Address Line2:
 City: KINGSTON
 State: NY
 Postal Code: 12401
 Plus 4:
 Province Region:
 Country: USA

Procurement Description: Frozen product test run services

Procurement Transactions Listing:

<p>5. Vendor Name: Kristin C Roca</p> <p>Type of Procurement: Other Professional Services Award Process: Authority Contract - Non-Competitive Bid Award Date: 01/01/2013 End Date: 12/31/2013 Amount: \$22,149.65 Amount Expended for Fiscal Year: \$22,149.65 Fair market value: \$22,149.65</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 5 Memorial Dr Address Line2: City: TIVOLI State: NY Postal Code: 12583 Plus 4: Province Region: Country: USA</p> <p>Procurement Description: Program coordination and event management</p>	<p>6. Vendor Name: Pattison, Koskey, Howe & Bucci</p> <p>Type of Procurement: Financial Services Award Process: Authority Contract - Non-Competitive Bid Award Date: 01/01/2013 End Date: 12/31/2013 Amount: \$6,824.84 Amount Expended for Fiscal Year: \$6,824.84 Fair market value: \$6,824.84</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 502 Union St Address Line2: City: HUDSON State: NY Postal Code: 12534 Plus 4: Province Region: Country: USA</p> <p>Procurement Description: Accounting and auditing services</p>
---	---

Procurement Transactions Listing:

7. Vendor Name: Upstream Advisors, LLC

Type of Procurement: Consulting Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 01/01/2013
End Date: 12/31/2013
Amount: \$22,350
Amount Expended for Fiscal Year: \$22,350
Fair market value: \$22,350

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

Address Line1: PO Box 3073
Address Line2:
City: POUGHKEEPSIE
State: NY
Postal Code: 12603
Plus 4:
Province Region:
Country: USA

Procurement Description: Farm to school consulting services

Procurement Transactions Listing:

Additional Comments: