

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	www.bcida.com
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:

<p>1. Vendor Name: Assessment & Appraisal Associates, Inc.</p> <p>Type of Procurement: Other Professional Services</p> <p>Award Process: Authority Contract - Non-Competitive Bid</p> <p>Award Date: 01/29/2014</p> <p>End Date:</p> <p>Amount: \$5,875</p> <p>Amount Expended for Fiscal Year: \$5,875</p> <p>Fair market value: \$5,875</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 3760 Mill Street</p> <p>Address Line2:</p> <p>City: BINGHAMTON</p> <p>State: NY</p> <p>Postal Code: 13903</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: Provide assessment and appraisal of real property; provided appraisals for 3 properties held by BCIDA. The firm was retained from previous appraisals that were provided to the Agency</p>	<p>2. Vendor Name: Delta Engineers, Architects & Land Surveyors, PC</p> <p>Type of Procurement: Other Professional Services</p> <p>Award Process: Authority Contract - Non-Competitive Bid</p> <p>Award Date: 04/12/2012</p> <p>End Date:</p> <p>Amount: \$50,248.36</p> <p>Amount Expended for Fiscal Year: \$50,248.36</p> <p>Fair market value: \$50,248.36</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 860 Hooper Road</p> <p>Address Line2:</p> <p>City: ENDWELL</p> <p>State: NY</p> <p>Postal Code: 13760</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: Provide engineering services related to the demolition of the property that is intended to be the Southern Tier High Technology Incubator. The firm was retained subsequent to being awarded the initial site design project in a competitive bid in 2012.</p>
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Procurement Transactions Listing:

3. Vendor Name: Delta Engineers, Architects & Land Surveyors, PC

Type of Procurement: Design and Construction/Maintenance
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 10/27/2014
End Date:
Amount: \$23,540.48
Amount Expended for Fiscal Year: \$23,540.48
Fair market value: \$23,540.48

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

Address Line1: 860 Hooper Road
Address Line2:
City: ENDWELL
State: NY
Postal Code: 13760
Plus 4:
Province Region:
Country: USA

Procurement Description: Provide engineering services; Provide a predemo survey for property at 265 Industrial Park Drive. The firm was retained because of previous work it's done at that property and others for the BCIDA.

4. Vendor Name: Hulbert Engineering & Land Surveying, PC

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 08/01/2014
End Date:
Amount: \$12,161
Amount Expended for Fiscal Year: \$12,161
Fair market value: \$12,161

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

Address Line1: Centre Plaza
Address Line2: 53 Chenango Street, 8th Floor
City: BINGHAMTON
State: NY
Postal Code: 13901
Plus 4:
Province Region:
Country: USA

Procurement Description: Provide engineering services to the Agency for dams 1 and 2 in the Broome Corporate Park related to the Order of Consent issued by the NYS Department of Environmental Conservation. The firm was retained by the Agency using Broome County's contract.

Procurement Transactions Listing:

5. Vendor Name: National Development Council

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Competitive Bid
Award Date: 03/14/2014
End Date:
Amount: \$45,000
Amount Expended for Fiscal Year: \$45,000
Fair market value:
Explain why the fair market value is less than the amount:

Address Line1: 708 Third Ave, Suite 710
Address Line2:
City: NEW YORK
State: NY
Postal Code: 10017
Plus 4:
Province Region:
Country: USA

Procurement Description: Provide community and economic development consulting services. Firm retained subsequent to an open bid RFP.

6. Vendor Name: O'Brien & Gere

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 09/18/2013
End Date:
Amount: \$77,545.32
Amount Expended for Fiscal Year: \$77,545.32
Fair market value: \$77,545.32
Explain why the fair market value is less than the amount:

Address Line1: Dept. No. 956
Address Line2: P.O. Box 8000
City: BUFFALO
State: NY
Postal Code: 14276
Plus 4:
Province Region:
Country: USA

Procurement Description: Provide engineering services to the Agency for dams 1 and 2 in the Broome Corporate Park related to the Order of Consent issued by the NYS Department of Environmental Conservation. The firm was retained by the Agency using Broome County's contract.

Procurement Transactions Listing:

7. Vendor Name: Patrick Doyle

Type of Procurement: Consulting Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 12/13/2013
End Date: 09/30/2014
Amount: \$45,000
Amount Expended for Fiscal Year: \$45,000
Fair market value: \$45,000

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

Address Line1: 15 Rochelle Road
Address Line2:
City: BINGHAMTON
State: NY
Postal Code: 13901
Plus 4:
Province Region:
Country: USA

Procurement Description: Previous employee of BCIDA; began offering business development services on a consultant basis in 2014. Longstanding relationship with Agency.

8. Vendor Name: Piaker & Lyons, PC

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 12/19/2013
End Date:
Amount: \$18,650
Amount Expended for Fiscal Year: \$18,650
Fair market value: \$18,650

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

Address Line1: 92 Hawley Street
Address Line2: PO Box 1330
City: BINGHAMTON
State: NY
Postal Code: 13902
Plus 4:
Province Region:
Country: USA

Procurement Description: Provide accounting and auditing services to the Agency; prepare annual audited financial statements. Firm retained year to year; longstanding relationship.

Procurement Transactions Listing:

9. Vendor Name: Susan Payne

Type of Procurement: Consulting Services
Award Process: Authority Contract - Competitive Bid
Award Date: 11/08/2013
End Date:
Amount: \$25,000
Amount Expended for Fiscal Year: \$25,000
Fair market value:
Explain why the fair market value is less than the amount:

Address Line1: 19 Carol Court
Address Line2:
City: ENDWELL
State: NY
Postal Code: 13760
Plus 4:
Province Region:
Country: USA

Procurement Description: Develop a strategic action plan for the Authority; provide consultation for achieving vision and objectives outlined in strategic action plan; economic development consultation

10. Vendor Name: The Research Foundation for the State University of New York

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 03/06/2013
End Date:
Amount: \$58,343.8
Amount Expended for Fiscal Year: \$58,343.8
Fair market value: \$58,343.8
Explain why the fair market value is less than the amount:

Address Line1: P.O. Box 6000
Address Line2: Sponsored Funds Administration
City: BINGHAMTON
State: NY
Postal Code: 13902
Plus 4:
Province Region:
Country: USA

Procurement Description: Provide archaeological studies and oversight through the demolition of the property that is intended to be the Southern Tier High Technology Incubator. The Research Foundation for SUNY was retained from a Broome County contract.

Procurement Transactions Listing:

11. Vendor Name: The Research Foundation for the State
University of New York

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 09/23/2014
End Date:
Amount: \$43,343.9
Amount Expended for Fiscal Year: \$43,343.9
Fair market value: \$43,343.9

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

Address Line1: P.O. Box 6000
Address Line2:
City: BINGHAMTON
State: NY
Postal Code: 13902
Plus 4:
Province Region:
Country: USA

Procurement Description: Provide archaeological studies and oversight for future construction of Regional Farmers Market. The Foundation was retained from a Broome County contract.

12. Vendor Name: Thomas, Collison, Meagher & Seiden

Type of Procurement: Legal Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 12/20/2010
End Date:
Amount: \$50,933.33
Amount Expended for Fiscal Year: \$50,933.33
Fair market value: \$50,933.33

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

Address Line1: 1201 Monroe Street
Address Line2: PO Box 329
City: ENDICOTT
State: NY
Postal Code: 13761
Plus 4:
Province Region:
Country: USA

Procurement Description: Provide legal services to the Agency

Procurement Transactions Listing:

13. Vendor Name: hue

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Competitive Bid
Award Date: 11/01/2014
End Date: 10/31/2016
Amount: \$3,000
Amount Expended for Fiscal Year: \$3,000
Fair market value:

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

Address Line1: 222 Water Street
Address Line2:
City: BINGHAMTON
State: NY
Postal Code: 13901
Plus 4:
Province Region:
Country: USA

Procurement Description: Provide marketing and branding services. Assisting in new brand development; video, print and web collateral. The firm was chosen following an open bid.

Procurement Transactions Listing:**Additional Comments:**

All documents requiring website posting are located on the Broome County IDA's current website www.bcida.com. However, the BCIDA is in the final stages of website redevelopment at a new URL. The BCIDA's new website is expected to go live on 5/1/2015. We will notify the ABO when the website is up.