

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	http://www.essexcountyida.com/newsite/index.php?option=com_content&view=article&id=100&Itemid=171
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: Boulrice & Wood

Type of Procurement: Financial Services
Award Process: Authority Contract - Competitive Bid
Award Date: 12/15/2010
End Date:
Amount: \$8,000
Amount Expended for Fiscal Year: \$8,000
Fair market value:
Explain why the fair market value is less than the amount:

Address Line1: 4549 US Route 9
Address Line2:
City: PLATTSBURGH
State: NY
Postal Code: 12901
Plus 4:
Province Region:
Country: USA

Procurement Description: financial review and statements for 2013

2. Vendor Name: Jenifer Briggs

Type of Procurement: Legal Services
Award Process: Authority Contract - Competitive Bid
Award Date: 11/15/2005
End Date:
Amount: \$8,000
Amount Expended for Fiscal Year: \$8,000
Fair market value:
Explain why the fair market value is less than the amount:

Address Line1: 2296 Saranac Avenue
Address Line2:
City: LAKE PLACID
State: NY
Postal Code: 12946
Plus 4:
Province Region:
Country: USA

Procurement Description: legal services

Procurement Report for Essex County Industrial Development Agency

Run Date: 04/21/2015

Fiscal Year Ending: 12/31/2014

Status: CERTIFIED

Procurement Transactions Listing:

Additional Comments:

Added two vendors to procurement report: legal services and auditing services as discussed