

Procurement Report for Monroe Industrial Development Agency

Run Date: 04/22/2015

Fiscal Year Ending: 12/31/2014

Status: CERTIFIED

**Procurement-Information:**

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="http://www.growmonroe.org/policies">http://www.growmonroe.org/policies</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"?	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	

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**Procurement Transactions Listing:**

1. Vendor Name:	County of Monroe	2. Vendor Name:	Fennie & Associates
Type of Procurement:	Other	Type of Procurement:	Other
Award Process:	Authority Contract - Non-Competitive Bid	Award Process:	Authority Contract - Competitive Bid
Award Date:	01/01/2014	Award Date:	02/01/2013
End Date:	12/31/2014	End Date:	01/31/2014
Amount:	\$270,000	Amount:	\$234,000
Amount Expended for Fiscal	\$270,000	Amount Expended for Fiscal	\$19,500
Year:		Year:	
Fair market value:	\$270,000	Fair market value:	
Explain why the fair market		Explain why the fair market	
value is less than the amount:		value is less than the amount:	
Address Line1:	39 West Main Street	Address Line1:	98 North Country Club Drive
Address Line2:		Address Line2:	
City:	ROCHESTER	City:	ROCHESTER
State:	NY	State:	NY
Postal Code:	14614	Postal Code:	14618
Plus 4:		Plus 4:	
Province Region:		Province Region:	
Country:	USA	Country:	USA
Procurement Description:	Administrative support and facilities.	Procurement Description:	Monthly PLUS expenses. Identify and
			qualify DOD/INTEL prospects Program
			Manage the INTEL Project through
			completion and maintain involvement in
			the entity. Identify, develop and
			implement a strategy to secure Federal
			Earmarks to assist with above. Ot

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3. Vendor Name: Greater Rochester Enterprise

Type of Procurement: Other  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 01/01/2014  
End Date: 12/31/2014  
Amount: \$50,000  
Amount Expended for Fiscal Year: \$45,887  
Fair market value: \$50,000

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

Address Line1: 100 Chestnut Street  
Address Line2:  
City: ROCHESTER  
State: NY  
Postal Code: 14614  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Economic Development Partnership  
Marketing

4. Vendor Name: Harris Beach, LLP

Type of Procurement: Legal Services  
Award Process: Authority Contract - Competitive Bid  
Award Date: 01/01/2012  
End Date: 12/31/2015  
Amount: \$0  
Amount Expended for Fiscal Year: \$23,479.3  
Fair market value:

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

Address Line1: 99 Garnsey Road  
Address Line2:  
City: PITTSFORD  
State: NY  
Postal Code: 14534  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Legal Services Contract calls for  
billing at standard billing rates.

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Type of Procurement: Other  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 01/01/2014  
End Date: 12/31/2014  
Amount: \$150,000  
Amount Expended for Fiscal Year: \$150,000  
Fair market value: \$150,000

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

Address Line1: 150 Lucius Gordon Drive  
Address Line2:  
City: WEST HENRIETTA  
State: NY  
Postal Code: 14586  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Assistance in organizing and arranging  
The Entrepreneur's Network program.

Type of Procurement: Other  
Award Process: Authority Contract - Competitive Bid  
Award Date: 11/01/2014  
End Date: 10/31/2015  
Amount: \$82,400  
Amount Expended for Fiscal Year: \$82,400  
Fair market value:

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

Address Line1: 491 Elmgrove Road  
Address Line2: Suite #2  
City: ROCHESTER  
State: NY  
Postal Code: 14606  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Local Labor Compliance Monitoring

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**Procurement Transactions Listing:**

7. Vendor Name: The Bonadio Group

Type of Procurement: Other Professional Services  
Award Process: Authority Contract - Competitive Bid  
Award Date: 01/01/2012  
End Date: 12/31/2015  
Amount: \$12,800  
Amount Expended for Fiscal Year: \$12,800  
Fair market value:

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

Address Line1: 171 Sully's Trail  
Address Line2:  
City: PITTSFORD  
State: NY  
Postal Code: 14534  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Audit of Financial Statements

8. Vendor Name: The Bonadio Group

Type of Procurement: Other Professional Services  
Award Process: Authority Contract - Competitive Bid  
Award Date: 01/01/2014  
End Date: 12/31/2015  
Amount: \$0  
Amount Expended for Fiscal Year: \$22,790  
Fair market value:

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

Address Line1: 171 Sully's Trail  
Address Line2:  
City: PITTSFORD  
State: NY  
Postal Code: 14534  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Verified Exemptions/IBM Audit.  
Contract calls for billing at standard  
billing rates.

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Additional Comments: