

**Procurement-Information:**

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="http://discoverrensselaer.com/econ/About.aspx">http://discoverrensselaer.com/econ/About.aspx</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?	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?	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: Bond,Schoeneck & King, PLLC

2. Vendor Name: CFO for Hire, Inc.

Type of Procurement: Legal Services  
 Award Process: Authority Contract - Non-Competitive Bid  
 Award Date: 06/12/2014  
 End Date:  
 Amount: \$20,000  
 Amount Expended for Fiscal Year: \$12,949.08  
 Fair market value: \$20,000

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

Type of Procurement: Financial Services  
 Award Process: Authority Contract - Non-Competitive Bid  
 Award Date: 01/01/2014  
 End Date: 12/31/2014  
 Amount: \$10,200  
 Amount Expended for Fiscal Year: \$10,200  
 Fair market value: \$10,200

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

Address Line1: 22 Corporate woods Blvd.  
 Address Line2:  
 City: ALBANY  
 State: NY  
 Postal Code: 12211  
 Plus 4:  
 Province Region:  
 Country: USA

Procurement Description: specialized legal revices

Address Line1: Three E-Comm Square  
 Address Line2:  
 City: ALBANY  
 State: NY  
 Postal Code: 12207  
 Plus 4:  
 Province Region:  
 Country: USA

Procurement Description: bookeeping services

Procurement Transactions Listing:

3. Vendor Name: CT Male associates

Type of Procurement: Other Professional Services  
Award Process: Authority Contract - Competitive Bid  
Award Date: 01/01/2008  
End Date:  
Amount: \$238,529  
Amount Expended for Fiscal Year: \$12,091.63  
Fair market value:  
Explain why the fair market value is less than the amount:

Address Line1: 50 Century Hill Drive  
Address Line2:  
City: LATHAM  
State: NY  
Postal Code: 12110  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Environmental engineering services

4. Vendor Name: Eastern New York Angels

Type of Procurement: Financial Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 08/11/2011  
End Date: 08/11/2015  
Amount: \$100,000  
Amount Expended for Fiscal Year: \$25,000  
Fair market value: \$100,000  
Explain why the fair market value is less than the amount:

Address Line1: 5 Computer Drive South  
Address Line2:  
City: ALBANY  
State: NY  
Postal Code: 12205  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: financial assistance

Procurement Transactions Listing:

5. Vendor Name: Glimmerglass Ltd.

Type of Procurement: Technology - Consulting/Development or Sup  
 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: \$132,000  
 Fair market value: \$150,000

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

Address Line1: 325M Sharon Park Drive  
 Address Line2:  
 City: MENLO PARK  
 State: CA  
 Postal Code: 94025  
 Plus 4:  
 Province Region:  
 Country: USA

Procurement Description: technology services

6. Vendor Name: Hudson Valley Agri-Business Development, Inc.

Type of Procurement: Consulting Services  
 Award Process: Authority Contract - Non-Competitive Bid  
 Award Date: 04/01/2013  
 End Date: 03/31/2016  
 Amount: \$75,000  
 Amount Expended for Fiscal Year: \$25,000  
 Fair market value: \$75,000

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

Address Line1: 507 Warren St.  
 Address Line2: 2nd floor  
 City: HUDSON  
 State: NY  
 Postal Code: 12534  
 Plus 4:  
 Province Region:  
 Country: USA

Procurement Description: marketing and advertising services

Procurement Transactions Listing:

<p>7. Vendor Name: Information Technology Management, Inc.</p> <p>Type of Procurement: Technology - Consulting/Development or Sup</p> <p>Award Process: Authority Contract - Non-Competitive Bid</p> <p>Award Date: 03/01/2014</p> <p>End Date: 12/31/2014</p> <p>Amount: \$48,000</p> <p>Amount Expended for Fiscal Year: \$48,000</p> <p>Fair market value: \$48,000</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 33 Second Street</p> <p>Address Line2:</p> <p>City: TROY</p> <p>State: NY</p> <p>Postal Code: 12180</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: professional services</p>	<p>8. Vendor Name: Jay H. Sherman</p> <p>Type of Procurement: Other Professional Services</p> <p>Award Process: Authority Contract - Non-Competitive Bid</p> <p>Award Date: 01/01/2014</p> <p>End Date: 12/31/2014</p> <p>Amount: \$34,000</p> <p>Amount Expended for Fiscal Year: \$34,000</p> <p>Fair market value: \$34,000</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 1560</p> <p>Address Line2: Randolph Rd.</p> <p>City: SCHENECTADY</p> <p>State: NY</p> <p>Postal Code: 12309</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: Empire zone coordinator</p>
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Procurement Transactions Listing:

<p>9. Vendor Name: L&amp;P Media</p> <p>Type of Procurement: Technology - Consulting/Development or Sup  Award Process: Authority Contract - Non-Competitive Bid  Award Date: 07/11/2013  End Date:  Amount: \$8,950  Amount Expended for Fiscal Year: \$1,327.5  Fair market value: \$8,950</p> <p>Explain why the fair market value is less than the amount:</p>  <p>Address Line1: 255 River Street  Address Line2:  City: TROY  State: NY  Postal Code: 12180  Plus 4:  Province Region:  Country: USA</p> <p>Procurement Description: advertizing and marketing services</p>	<p>10. Vendor Name: Laberge Group</p> <p>Type of Procurement: Consulting Services  Award Process: Authority Contract - Competitive Bid  Award Date: 03/01/2014  End Date: 12/31/2016  Amount: \$100,000  Amount Expended for Fiscal Year: \$14,426.18  Fair market value:</p> <p>Explain why the fair market value is less than the amount:</p>  <p>Address Line1: 4 Computer Drive West  Address Line2:  City: ALBANY  State: NY  Postal Code: 12205  Plus 4:  Province Region:  Country: USA</p> <p>Procurement Description: Grant Preparation, administration and Program delivery</p>
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Procurement Transactions Listing:

11. Vendor Name: Pannone Lopes Devereaux & West LLC

Type of Procurement: Legal Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 06/04/2014  
End Date:  
Amount: \$20,000  
Amount Expended for Fiscal Year: \$11,092.23  
Fair market value: \$20,000

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

Address Line1: 317 Iron Horse Way  
Address Line2: Suite 301  
City: PROVIDENCE  
State: RI  
Postal Code: 02908  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: specialized legal services

12. Vendor Name: Tri-City ValleyCats

Type of Procurement: Other Professional Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 02/25/2014  
End Date: 09/30/2014  
Amount: \$17,500  
Amount Expended for Fiscal Year: \$17,500  
Fair market value: \$17,500

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

Address Line1: 80 Vandenburg Ave.  
Address Line2:  
City: TROY  
State: NY  
Postal Code: 12180  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: marketing

Procurement Transactions Listing:

13. Vendor Name: Wojeski & Company

Type of Procurement: Financial Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 01/01/2014  
End Date: 12/31/2014  
Amount: \$12,500  
Amount Expended for Fiscal Year: \$12,500  
Fair market value: \$12,500

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

Address Line1: 75 Troy Road  
Address Line2:  
City: EAST GREENBUSH  
State: NY  
Postal Code: 12061  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: accounting services

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Procurement Transactions Listing:

Additional Comments: