

**Procurement-Information:**

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="http://www.steubencountyida.com">www.steubencountyida.com</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?	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: EFP Rotenberg</p> <p>Type of Procurement: Financial Services  Award Process: Authority Contract - Non-Competitive Bid  Award Date: 01/22/2015  End Date: 03/31/2015  Amount: \$8,200  Amount Expended for Fiscal Year: \$8,200  Fair market value: \$8,200</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 280 Kenneth Drive, Suite 100  Address Line2:  City: ROCHESTER  State: NY  Postal Code: 14623  Plus 4:  Province Region:  Country: USA</p> <p>Procurement Description: Annual Audit</p>	<p>2. Vendor Name: Fagan Engineers &amp; Lan Surveyors PC</p> <p>Type of Procurement: Other Professional Services  Award Process: Authority Contract - Non-Competitive Bid  Award Date: 05/20/2014  End Date: 12/17/2014  Amount: \$5,000  Amount Expended for Fiscal Year: \$7,610  Fair market value: \$5,000</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 113 East Chemung Place  Address Line2:  City: ELMIRA  State: NY  Postal Code: 14904  Plus 4:  Province Region:  Country: USA</p> <p>Procurement Description: Engineering Services for tank removal at Agency owned facility</p>
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**Procurement Transactions Listing:**

3. Vendor Name: Ingalls Planning & Design

Type of Procurement: Consulting Services  
Award Process: Authority Contract - Competitive Bid  
Award Date: 10/01/2014  
End Date: 10/01/2015  
Amount: \$90,000  
Amount Expended for Fiscal Year: \$5,000

Fair market value:

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

Address Line1: Box Factory  
Address Line2: 6 N Main Street, Suite 200G  
City: FAIRPORT  
State: NY  
Postal Code: 14450  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: The development of a waterfront revitalization plan for the Town of Urbana and Village of Hammondsport

4. Vendor Name: James P. Sherron

Type of Procurement: Consulting Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 08/01/2011  
End Date: 07/31/2014  
Amount: \$33,333  
Amount Expended for Fiscal Year: \$33,333

Fair market value: \$33,333

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

Address Line1: PO Box 393  
Address Line2: 7234 State Route 54  
City: BATH  
State: NY  
Postal Code: 14810  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Consulting

Procurement Transactions Listing:

5. Vendor Name: Three Rivers Development Corporation

6. Vendor Name: Welch & Zink

Type of Procurement: Consulting Services  
 Award Process: Authority Contract - Non-Competitive Bid  
 Award Date: 01/01/2014  
 End Date: 12/31/2014  
 Amount: \$24,000  
 Amount Expended for Fiscal Year: \$24,000  
 Fair market value: \$24,000

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

Address Line1: 114 Pine Street, Suite 201  
 Address Line2:  
 City: CORNING  
 State: NY  
 Postal Code: 14830  
 Plus 4:  
 Province Region:  
 Country: USA  
 Procurement Description: To support efforts to develop Energy Institute for Steuben County

Type of Procurement: Legal Services  
 Award Process: Authority Contract - Competitive Bid  
 Award Date: 01/01/2014  
 End Date: 12/31/2014  
 Amount: \$9,000  
 Amount Expended for Fiscal Year: \$9,000  
 Fair market value:

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

Address Line1: 5 E. Market Street, Suite 201  
 Address Line2:  
 City: CORNING  
 State: NY  
 Postal Code: 14830  
 Plus 4:  
 Province Region:  
 Country: USA  
 Procurement Description: Legal Services

Procurement Report for Steuben County Industrial Development Agency

Run Date: 04/16/2015

Fiscal Year Ending: 12/31/2014

Status: CERTIFIED

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Procurement Transactions Listing:

Additional Comments: