

**Procurement-Information:**

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="http://www.capitalizealbany.com">www.capitalizealbany.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?	No	
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"?	No	
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?	No	

Procurement Transactions Listing:

1. Vendor Name: Albany Convention Center Authority

Type of Procurement: Other Professional Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 02/24/2010  
End Date: 12/31/2014  
Amount: \$33,721.12  
Amount Expended for Fiscal Year: \$33,721.12  
Fair market value:  
Explain why the fair market value is less than the amount:

Address Line1: 386 Broadway  
Address Line2:  
City: ALBANY  
State: NY  
Postal Code: 12207  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: License Fee

2. Vendor Name: Center for Economic Growth

Type of Procurement: Other Professional Services  
Award Process: Non Contract Procurement/Purchase Order  
Award Date:  
End Date:  
Amount:  
Amount Expended for Fiscal Year: \$10,000  
Fair market value:  
Explain why the fair market value is less than the amount:

Address Line1: 63 State Street  
Address Line2:  
City: ALBANY  
State: NY  
Postal Code: 12207  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: Membership

Procurement Transactions Listing:

3. Vendor Name: Christine Stuto

Type of Procurement: Financial Services  
 Award Process: Non Contract Procurement/Purchase Order  
 Award Date:  
 End Date:  
 Amount:  
 Amount Expended for Fiscal Year: \$55,395  
 Fair market value:  
 Explain why the fair market value is less than the amount:

Address Line1: 14 Pateman Circle  
 Address Line2:  
 City: MENANDS  
 State: NY  
 Postal Code: 12204  
 Plus 4:  
 Province Region:  
 Country: USA  
 Procurement Description: Accounting Services

4. Vendor Name: City of Albany

Type of Procurement: Other Professional Services  
 Award Process: Non Contract Procurement/Purchase Order  
 Award Date:  
 End Date:  
 Amount:  
 Amount Expended for Fiscal Year: \$160,000  
 Fair market value:  
 Explain why the fair market value is less than the amount:

Address Line1: 24 Eagle Street  
 Address Line2:  
 City: ALBANY  
 State: NY  
 Postal Code: 12207  
 Plus 4:  
 Province Region:  
 Country: USA  
 Procurement Description: Economic Development Professional Services

Procurement Transactions Listing:

5. Vendor Name:	Frank Quackenbush	6. Vendor Name:	Fuller & O'brien
Type of Procurement:	Design and Construction/Maintenance	Type of Procurement:	Other Professional Services
Award Process:	Non Contract Procurement/Purchase Order	Award Process:	Non Contract Procurement/Purchase Order
Award Date:		Award Date:	
End Date:		End Date:	
Amount:		Amount:	
Amount Expended for Fiscal Year:	\$11,015	Amount Expended for Fiscal Year:	\$29,387
Fair market value:		Fair market value:	
Explain why the fair market value is less than the amount:		Explain why the fair market value is less than the amount:	
Address Line1:	60 Amsterdam Ave	Address Line1:	P.O. Box 1099
Address Line2:		Address Line2:	
City:	MENANDS	City:	ALBANY
State:	NY	State:	NY
Postal Code:	12204	Postal Code:	12207
Plus 4:		Plus 4:	
Province Region:		Province Region:	
Country:	USA	Country:	USA
Procurement Description:	Property Construction and Maintenance	Procurement Description:	Insurance Services

Procurement Transactions Listing:

7. Vendor Name: Goody Clancy

Type of Procurement: Consulting Services  
Award Process: Authority Contract - Competitive Bid  
Award Date: 09/23/2013  
End Date: 09/30/2014  
Amount: \$568,900  
Amount Expended for Fiscal Year: \$248,640

Fair market value:

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

Address Line1: 420 Boylston Street  
Address Line2:  
City: BOSTON  
State: MA  
Postal Code: 02116  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Consultant services for Impact Downtown Albany Revitalization plan

8. Vendor Name: Intelligent Technology Solutions Inc

Type of Procurement: Technology - Consulting/Development or Support  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 01/01/2014  
End Date: 12/31/2014  
Amount: \$13,114.38  
Amount Expended for Fiscal Year: \$13,114.38

Fair market value: \$13,114.38

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

Address Line1: 47 South River Street  
Address Line2:  
City: COXSACKIE  
State: NY  
Postal Code: 12051  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Computer Services

Procurement Transactions Listing:

9. Vendor Name: National Grid

Type of Procurement: Commodities/Supplies  
 Award Process: Non Contract Procurement/Purchase Order  
 Award Date:  
 End Date:  
 Amount:  
 Amount Expended for Fiscal Year: \$21,044.77  
 Fair market value:  
 Explain why the fair market value is less than the amount:

Address Line1: P.O. Box 11745  
 Address Line2:  
 City: NEWARK  
 State: NJ  
 Postal Code: 07101  
 Plus 4:  
 Province Region:  
 Country: USA  
 Procurement Description: Electric & Gas Service

10. Vendor Name: Paychex

Type of Procurement: Other Professional Services  
 Award Process: Non Contract Procurement/Purchase Order  
 Award Date:  
 End Date:  
 Amount:  
 Amount Expended for Fiscal Year: \$38,453.13  
 Fair market value:  
 Explain why the fair market value is less than the amount:

Address Line1: 94 New Karner Road  
 Address Line2: Suite 101  
 City: ALBANY  
 State: NY  
 Postal Code: 12203  
 Plus 4:  
 Province Region:  
 Country: USA  
 Procurement Description: Payroll & Benefits

Procurement Transactions Listing:

11. Vendor Name: T&P Cleaning Services

12. Vendor Name: Thomas M. Owens Esc.

Type of Procurement: Design and Construction/Maintenance  
 Award Process: Non Contract Procurement/Purchase Order  
 Award Date:  
 End Date:  
 Amount:  
 Amount Expended for Fiscal Year: \$8,664  
 Fair market value:

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

Type of Procurement: Legal Services  
 Award Process: Non Contract Procurement/Purchase Order  
 Award Date:  
 End Date:  
 Amount:  
 Amount Expended for Fiscal Year: \$76,847.5  
 Fair market value:

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

Address Line1: c/o Tom Pellegrino  
 Address Line2: 16 Criswood Drive  
 City: ALBANY  
 State: NY  
 Postal Code: 12205  
 Plus 4:  
 Province Region:  
 Country: USA

Procurement Description: Cleaning Services

Address Line1: P.O. Box 307  
 Address Line2:  
 City: SLINGERLANDS  
 State: NY  
 Postal Code: 12159  
 Plus 4:  
 Province Region:  
 Country: USA

Procurement Description: Legal Services

Procurement Transactions Listing:

13. Vendor Name: UHY LLP

Type of Procurement: Other Professional Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 09/15/2014  
End Date: 08/31/2015  
Amount: \$36,500  
Amount Expended for Fiscal Year: \$34,154.75  
Fair market value: \$36,500

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

Address Line1: Dept. CH 16464  
Address Line2:  
City: PALATINE  
State: IL  
Postal Code: 60055  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Auditing & Tax Services

14. Vendor Name: Usherwood Office Technolgy

Type of Procurement: Technology - Hardware  
Award Process: Non Contract Procurement/Purchase Order  
Award Date:  
End Date:  
Amount:  
Amount Expended for Fiscal Year: \$10,248.67  
Fair market value:

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

Address Line1: 1005 West Fayette Street  
Address Line2:  
City: SYRACUSE  
State: NY  
Postal Code: 13204  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Copier Maintenance

Procurement Transactions Listing:

15. Vendor Name: Verizon Wireless

Type of Procurement: Telecommunication Equipment or Services

Award Process: Non Contract Procurement/Purchase Order

Award Date:

End Date:

Amount:

Amount Expended for Fiscal Year: \$5,560.16

Year:

Fair market value:

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

Address Line1: P.O. Box 408

Address Line2:

City: NEWARK

State: NJ

Postal Code: 07101

Plus 4:

Province Region:

Country: USA

Procurement Description: Mobile Technology & Services

Procurement Report for Capitalize Albany Corporation

Run Date: 04/06/2015

Fiscal Year Ending: 12/31/2014

Status: CERTIFIED

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Procurement Transactions Listing:

Additional Comments: