

**Procurement-Information:**

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

Procurement Transactions Listing:

1. Vendor Name: Deily & Glastetter, LLP

2. Vendor Name: George W. Redder

Type of Procurement: Legal Services  
 Award Process: Authority Contract - Non-Competitive Bid  
 Award Date: 08/15/2013  
 End Date: 11/30/2014  
 Amount: \$10,350  
 Amount Expended for Fiscal Year: \$10,350  
 Fair market value: \$10,500

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

Address Line1: 8 Thurlow Terrace  
 Address Line2:  
 City: ALBANY  
 State: NY  
 Postal Code: 12203  
 Plus 4:  
 Province Region:  
 Country: USA

Procurement Description: Borrower filed for Bankruptcy in Northern District therefore on advice of Counsel, the Board hired a firm in Northern District to represent the LDC.

Type of Procurement: Legal Services  
 Award Process: Authority Contract - Non-Competitive Bid  
 Award Date: 01/01/2014  
 End Date:  
 Amount: \$15,000  
 Amount Expended for Fiscal Year: \$12,359  
 Fair market value: \$15,000

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

Address Line1: 243 Wall St.  
 Address Line2:  
 City: KINGSTON  
 State: NY  
 Postal Code: 12401  
 Plus 4:  
 Province Region:  
 Country: USA

Procurement Description: Previous attorney decided to move on and the Board decided to hire an attorney who also specialized in collections as many loans had become bad debt.

Procurement Transactions Listing:

3. Vendor Name: Kimball & O'Brien, PC

Type of Procurement: Financial Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 11/30/1995  
End Date: 07/31/2014  
Amount: \$18,025  
Amount Expended for Fiscal Year: \$18,025  
Fair market value:

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

Address Line1: 465 Washington Ave.  
Address Line2:  
City: KINGSTON  
State: NY  
Postal Code: 12401  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Auditing firm had been in contract for services for many years through FYE13. Board voted to put Professional Auditing Services out to bid for FY2014.

Procurement Report for City of Kingston Local Development Corporation

Run Date: 04/21/2015

Fiscal Year Ending: 12/31/2014

Status: CERTIFIED

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Procurement Transactions Listing:

Additional Comments: