

**Procurement-Information:**

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="https://sites.google.com/site/lewiscountydevelopmentcorp/">https://sites.google.com/site/lewiscountydevelopmentcorp/</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?	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: Bowers and Company, CPA

2. Vendor Name: Conestoga\_rovers & Assoc

Type of Procurement: Other Professional Services  
 Award Process: Authority Contract - Non-Competitive Bid  
 Award Date: 01/01/2014  
 End Date:  
 Amount: \$4,975  
 Amount Expended for Fiscal Year: \$4,975  
 Fair market value: \$4,975

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

Address Line1: xxxx  
 Address Line2:  
 City: WATERTOWN  
 State: NY  
 Postal Code: 13601  
 Plus 4:  
 Province Region:  
 Country: USA

Procurement Description: RFP for audit services

Type of Procurement: Design and Construction/Maintenance  
 Award Process: Authority Contract - Non-Competitive Bid  
 Award Date: 07/08/2013  
 End Date: 12/31/2014  
 Amount: \$237,594.11  
 Amount Expended for Fiscal Year: \$237,594.11  
 Fair market value: \$237,594.11

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

Address Line1: xxxx  
 Address Line2:  
 City: SYRACUSE  
 State: NY  
 Postal Code: 13201  
 Plus 4:  
 Province Region:  
 Country: USA

Procurement Description: Engineering services

Procurement Transactions Listing:

3. Vendor Name: Ritter PARatore Construction

Type of Procurement: Design and Construction/Maintenance  
Award Process: Authority Contract - Competitive Bid  
Award Date: 10/25/2013  
End Date: 06/30/2015  
Amount: \$1,200,000  
Amount Expended for Fiscal Year: \$706,850.04  
Fair market value:

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

Address Line1: 2435 State Route 5  
Address Line2:  
City: UTICA  
State: NY  
Postal Code: 13502  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: Construction services

Procurement Report for Lewis County Development Corporation

Run Date: 05/20/2015

Fiscal Year Ending: 12/31/2014

Status: CERTIFIED

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Procurement Transactions Listing:

Additional Comments: