

**Procurement-Information:**

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="http://watertownldc.com/images/stories/Paris_Procurement_Report.pdf?phpMyAdmin=rZg-%2C3PLSzdE1EFR5Stw43xpJe6">http://watertownldc.com/images/stories/Paris_Procurement_Report.pdf?phpMyAdmin=rZg-%2C3PLSzdE1EFR5Stw43xpJe6</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?.	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"?	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: Bowers and Company PLLC

2. Vendor Name: Buck Limited Partnership

Type of Procurement: Financial Services  
 Award Process: Non Contract Procurement/Purchase Order  
 Award Date:  
 End Date:  
 Amount:  
 Amount Expended for Fiscal Year: \$6,945  
 Fair market value:

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

Type of Procurement: Other  
 Award Process: Non Contract Procurement/Purchase Order  
 Award Date:  
 End Date:  
 Amount:  
 Amount Expended for Fiscal Year: \$10,800  
 Fair market value:

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

Address Line1: 1120 Commerce Park Drive East  
 Address Line2:  
 City: WATERTOWN  
 State: NY  
 Postal Code: 13601  
 Plus 4:  
 Province Region:  
 Country: USA

Procurement Description: annual audit

Address Line1: 112 Franklin Street  
 Address Line2:  
 City: WATERTOWN  
 State: NY  
 Postal Code: 13601  
 Plus 4:  
 Province Region:  
 Country: USA

Procurement Description: rent payment for WLDC office

Procurement Transactions Listing:

3. Vendor Name: James Heary, Attorney at Law

Type of Procurement: Legal Services  
Award Process: Non Contract Procurement/Purchase Order  
Award Date:  
End Date:  
Amount:  
Amount Expended for Fiscal Year: \$6,685  
Fair market value:  
Explain why the fair market value is less than the amount:

Address Line1: 120 Washington Street  
Address Line2: 5th Floor  
City: WATERTOWN  
State: NY  
Postal Code: 13601  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: legal counsel for the LDC

4. Vendor Name: Neighbors of Watertown, Inc.

Type of Procurement: Other  
Award Process: Non Contract Procurement/Purchase Order  
Award Date:  
End Date:  
Amount:  
Amount Expended for Fiscal Year: \$15,996  
Fair market value:  
Explain why the fair market value is less than the amount:

Address Line1: 112 Franklin Street  
Address Line2:  
City: WATERTOWN  
State: NY  
Postal Code: 13601  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: monthly participation with Neighbors of Watertown, Inc. reference the National Development Council agreement.

Procurement Transactions Listing:

5. Vendor Name: Public Square Developers, LP

Type of Procurement: Other  
Award Process: Non Contract Procurement/Purchase Order  
Award Date:  
End Date:  
Amount:  
Amount Expended for Fiscal Year: \$47,577  
Fair market value:

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

Address Line1: 112 Franklin Street  
Address Line2:  
City: WATERTOWN  
State: NY  
Postal Code: 13601  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: monthly lease payments under the master lease for the commercial spaces at the Franklin Building

Procurement Report for City of Watertown Local Development Corporation

Run Date: 04/03/2015

Fiscal Year Ending: 12/31/2014

Status: CERTIFIED

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Procurement Transactions Listing:

Additional Comments: