Procurement Report for Trust for Cultural Resources of the County of Onondaga **Run Date: 05/05/2015**

Fiscal Year Ending: 12/31/2014 **Status: CERTIFIED**

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	http://syracusecentral.com/Onondaga/media/Onondaga/CRT/CRT -Handbook-3-3-15.pdf
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?	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?.	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	

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Procurement Transactions Listing:

1.

Vendor Name:	Grossman St. Amour, CPA's, PLLC
Type of Procurement:	Other
Award Process:	Authority Contract - Competitive Bid
Award Date:	11/01/2013
End Date:	10/31/2016
Amount:	$12,300
Amount Expended for Fiscal Year:	$4,900
Fair market value:	
Explain why the fair market value is less than the amount:	
Address Line1:	One Lincoln Center, Suite 900
Address Line2:	110 West Fayette Street
City:	SYRACUSE
State:	NY
Postal Code:	13202
Plus 4:	1387
Province Region:	
Country:	USA
Procurement Description:	Audit services

2.

Vendor Name:	Harris Beach, PLLC
Type of Procurement:	Legal Services
Award Process:	Authority Contract - Competitive Bid
Award Date:	01/01/2014
End Date:	12/31/2016
Amount:	$10,800
Amount Expended for Fiscal Year:	$0
Fair market value:	
Explain why the fair market value is less than the amount:	
Address Line1:	333 West Washington Street, Suite 20
Address Line2:	
City:	SYRACUSE
State:	NY
Postal Code:	13202
Plus 4:	
Province Region:	
Country:	USA
Procurement Description:	Legal servces

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Procurement Transactions Listing:

3. Vendor Name: Onondaga County

Type of Procurement:	Staffing Services
Award Process:	Authority Contract - Non-Competitive Bid
Award Date:	01/27/2014
End Date:	12/31/2014
Amount:	$36,519
Amount Expended for Fiscal Year:	$34,110
Fair market value:	$36,519
Explain why the fair market value is less than the amount:	

Address Line1:	421 Montgomery Street
Address Line2:	14th Floor
City:	SYRACUSE
State:	NY
Postal Code:	13202
Plus 4:	
Province Region:	
Country:	USA
Procurement Description:	Staffing

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Procurement Transactions Listing:

Additional Comments: