

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	www.theagency-ny.com
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?.	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: Bonadio & Co., LLP

Type of Procurement: Financial Services
Award Process: Authority Contract - Competitive Bid
Award Date: 12/01/2014
End Date: 12/31/2016
Amount: \$22,800
Amount Expended for Fiscal Year: \$22,800
Fair market value:
Explain why the fair market value is less than the amount:

Address Line1: 6 Wembley Court
Address Line2:
City: ALBANY
State: NY
Postal Code: 12205
Plus 4:
Province Region:
Country: USA

Procurement Description: Provide accounting and auditing services to the Agency; prepare annual audited financial statements. The firm was chosen following an open bid.

2. Vendor Name: Darran Furniture

Type of Procurement: Commodities/Supplies
Award Process: Non Contract Procurement/Purchase Order
Award Date:
End Date:
Amount:
Amount Expended for Fiscal Year: \$7,591.08
Fair market value:
Explain why the fair market value is less than the amount:

Address Line1: P.O. Box 7614
Address Line2:
City: HIGH POINT
State: NC
Postal Code: 27264
Plus 4:
Province Region:
Country: USA

Procurement Description: Office furniture purchase to outfit The Center, the Agency managed business startup incubator.

Procurement Transactions Listing:

3. Vendor Name: Delta Engineers, Architects & Land Surveyors, PC

Type of Procurement: Design and Construction/Maintenance
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 09/25/2015
End Date:
Amount: \$12,380
Amount Expended for Fiscal Year: \$12,380
Fair market value: \$12,380

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

Address Line1: 860 Hooper Road
Address Line2:
City: ENDWELL
State: NY
Postal Code: 13760
Plus 4:
Province Region:
Country: USA

Procurement Description: Provide engineering services for wetland delineation and dam repair at the Broome Corporate Park per NYDEC requirements. The firm was retained from contracts with Broome County, per Agency procurement policy.

4. Vendor Name: Gorick Construction Co., Inc.

Type of Procurement: Design and Construction/Maintenance
Award Process: Authority Contract - Competitive Bid
Award Date: 08/14/2015
End Date:
Amount: \$270,400
Amount Expended for Fiscal Year: \$270,400
Fair market value:

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

Address Line1: 27 Track Drive
Address Line2:
City: BINGHAMTON
State: NY
Postal Code: 13904
Plus 4:
Province Region:
Country: USA

Procurement Description: Wetland delineation and dam repair construction at Broome Corporate Parks per NYSDEC requirements. The firm was selected via open bid.

Procurement Transactions Listing:

5. Vendor Name: National Development Council

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Competitive Bid
Award Date: 03/14/2014
End Date:
Amount: \$60,000
Amount Expended for Fiscal Year: \$60,000
Fair market value:
Explain why the fair market value is less than the amount:

Address Line1: 708 Third Ave, Suite 710
Address Line2:
City: NEW YORK
State: NY
Postal Code: 10017
Plus 4:
Province Region:
Country: USA

Procurement Description: Provide community and economic development consulting services. Firm retained subsequent to an open bid RFP.

6. Vendor Name: O'Brien & Gere

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 09/18/2013
End Date:
Amount: \$96,814.74
Amount Expended for Fiscal Year: \$96,814.74
Fair market value: \$96,814.74
Explain why the fair market value is less than the amount:

Address Line1: Dept. No. 956
Address Line2: P.O. Box 8000
City: BUFFALO
State: NY
Postal Code: 14276
Plus 4:
Province Region:
Country: USA

Procurement Description: Provide engineering services to the Agency for dams 1 and 2 in the Broome Corporate Park related to the Order of Consent issued by the NYS Department of Environmental Conservation. The firm was retained by the Agency using Broome County's contract,

Procurement Transactions Listing:

7. Vendor Name: Quality Upstate Services

Type of Procurement: Consulting Services
Award Process: Authority Contract - Competitive Bid
Award Date: 10/03/2014
End Date: 01/08/2015
Amount: \$6,399.08
Amount Expended for Fiscal Year: \$6,399.08
Fair market value:
Explain why the fair market value is less than the amount:

Address Line1: 37 Prospect Street
Address Line2:
City: ONEONTA
State: NY
Postal Code: 13820
Plus 4:
Province Region:
Country: USA

Procurement Description: Professional consultation for USDA grant application. Contract awarded via open bid.

8. Vendor Name: Salesforce

Type of Procurement: Technology - Consulting/Development or Support
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 12/04/2015
End Date: 12/03/2016
Amount: \$5,460
Amount Expended for Fiscal Year: \$5,460
Fair market value: \$5,460
Explain why the fair market value is less than the amount:

Address Line1: P.O. Box 203141
Address Line2:
City: DALLAS
State: TX
Postal Code: 75320
Plus 4:
Province Region:
Country: USA

Procurement Description: Software development and support agreement for expanded business retention and attraction program tracking. Sole source contract.

Procurement Transactions Listing:

<p>9. Vendor Name: Susan Payne</p> <p>Type of Procurement: Consulting Services Award Process: Authority Contract - Competitive Bid Award Date: 11/08/2013 End Date: Amount: \$25,000 Amount Expended for Fiscal Year: \$25,000 Fair market value:</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 19 Carol Court Address Line2: City: ENDWELL State: NY Postal Code: 13760 Plus 4: Province Region: Country: USA</p> <p>Procurement Description: Develop a strategic action plan for the Authority; provide consultation for achieving vision and objectives outlined in strategic action plan; economic development consultation. Contract awarded via open bid.</p>	<p>10. Vendor Name: The Research Foundation for the State University of New York</p> <p>Type of Procurement: Other Professional Services Award Process: Authority Contract - Non-Competitive Bid Award Date: 09/23/2014 End Date: Amount: \$18,599.78 Amount Expended for Fiscal Year: \$18,599.78 Fair market value: \$18,599.78</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: P.O. Box 6000 Address Line2: City: BINGHAMTON State: NY Postal Code: 13902 Plus 4: Province Region: Country: USA</p> <p>Procurement Description: Provide archaeological studies and oversight for future construction of Regional Farmers Market. Sole source provider. The Foundation was retained from a Broome County contract, per the Agency's procurement policy.</p>
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Procurement Transactions Listing:

<p>11. Vendor Name: The Rochester Group</p> <p>Type of Procurement: Other</p> <p>Award Process: Non Contract Procurement/Purchase Order</p> <p>Award Date:</p> <p>End Date:</p> <p>Amount:</p> <p>Amount Expended for Fiscal Year: \$5,100</p> <p>Fair market value:</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 600 Park Ave.</p> <p>Address Line2:</p> <p>City: ROCHESTER</p> <p>State: NY</p> <p>Postal Code: 14607</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: Professional licensing required for use with Salesforce technology product. Sole source purchase.</p>	<p>12. Vendor Name: Thomas, Collison, Meagher & Seiden</p> <p>Type of Procurement: Legal Services</p> <p>Award Process: Authority Contract - Non-Competitive Bid</p> <p>Award Date: 12/20/2010</p> <p>End Date:</p> <p>Amount: \$67,326</p> <p>Amount Expended for Fiscal Year: \$67,326</p> <p>Fair market value: \$67,326</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 1201 Monroe Street</p> <p>Address Line2: PO Box 329</p> <p>City: ENDICOTT</p> <p>State: NY</p> <p>Postal Code: 13761</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: Provide legal services to the Agency. The contract has been retained year to year because of the firm's historical knowledge and longstanding relationship with the Agency.</p>
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Procurement Transactions Listing:

13. Vendor Name: hue

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Competitive Bid
Award Date: 11/01/2014
End Date: 10/31/2016
Amount: \$39,000
Amount Expended for Fiscal Year: \$39,000
Fair market value:

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

Address Line1: 222 Water Street
Address Line2:
City: BINGHAMTON
State: NY
Postal Code: 13901
Plus 4:
Province Region:
Country: USA

Procurement Description: Provide marketing and branding services. Assisting in new brand development; video, print and web collateral. The firm was chosen following an open bid.

Procurement Transactions Listing:

Additional Comments: