Procurement Report for Newburgh Industrial Development Agency **Run Date: 07/11/2016**

Fiscal Year Ending: 12/31/2015 **Status: CERTIFIED**

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	http://www.cityofnewburgh-ny.gov/industrial-development-agency/pages/policies-by-laws
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?	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:	Bollam, Sheedy, Torani & Co.
Type of Procurement:	Financial Services
Award Process:	Authority Contract - Competitive Bid
Award Date:	10/21/2013
End Date:	04/30/2015
Amount:	$9,750
Amount Expended for Fiscal Year:	$9,750
Fair market value:	
Explain why the fair market value is less than the amount:	
Address Line1:	26 Computer Drive West
Address Line2:	
City:	ALBANY
State:	NY
Postal Code:	12205
Plus 4:	
Province Region:	
Country:	USA
Procurement Description:	Annual Audit Services

2.

Vendor Name:	Camoin Associates
Type of Procurement:	Consulting Services
Award Process:	Authority Contract - Non-Competitive Bid
Award Date:	12/15/2014
End Date:	03/16/2015
Amount:	$6,000
Amount Expended for Fiscal Year:	$3,000
Fair market value:	$6,000
Explain why the fair market value is less than the amount:	
Address Line1:	120 West Avenue, Suite 302
Address Line2:	
City:	SARATOGA SPRINGS
State:	NY
Postal Code:	12866
Plus 4:	
Province Region:	
Country:	USA
Procurement Description:	Consulting Services

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Procurement Transactions Listing:

3. Vendor Name: Oxman Tulis Kirkpatrick Whyatt & Geiger LLP

Type of Procurement: Legal Services
Award Process: Authority Contract - Competitive Bid
Award Date: 02/01/2009
End Date:
Amount: $40,012.5
Amount Expended for Fiscal Year: $40,012.5
Fair market value:
Explain why the fair market value is less than the amount:

Address Line1: 120 Bloomingdale Road, Suite 100
Address Line2:
City: WHITE PLAINS
State: NY
Postal Code: 10605
Plus 4:
Province Region:
Country: USA

Procurement Description: Legal SERVICES, Litigation, general counsel

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Procurement Transactions Listing:

Additional Comments: