

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	http://discoverrensselaer.com/econ/About.aspx
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?	No	
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:

<p>1. Vendor Name: CFO for Hire, Inc.</p> <p>Type of Procurement: Financial Services Award Process: Authority Contract - Non-Competitive Bid Award Date: 01/01/2015 End Date: 12/31/2015 Amount: \$10,200 Amount Expended for Fiscal Year: \$10,200 Fair market value: \$10,200</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: Three E-Comm Square Address Line2: City: ALBANY State: NY Postal Code: 12207 Plus 4: Province Region: Country: USA</p> <p>Procurement Description: bookkeeping services, CFO consulting services</p>	<p>2. Vendor Name: CT Male associates</p> <p>Type of Procurement: Other Professional Services Award Process: Authority Contract - Competitive Bid Award Date: 01/01/2008 End Date: Amount: \$238,529 Amount Expended for Fiscal Year: \$5,048.8 Fair market value:</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 50 Century Hill Drive Address Line2: City: LATHAM State: NY Postal Code: 12110 Plus 4: Province Region: Country: USA</p> <p>Procurement Description: Environmental engineering services</p>
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Procurement Transactions Listing:

3. Vendor Name: Eastern New York Angels

4. Vendor Name: Glimmerglass Ltd.

Type of Procurement: Financial Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 08/11/2011
 End Date: 08/11/2015
 Amount: \$100,000
 Amount Expended for Fiscal Year: \$25,000
 Fair market value: \$100,000

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

Type of Procurement: Technology - Consulting/Development or Support
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 01/01/2014
 End Date: 12/31/2014
 Amount: \$150,000
 Amount Expended for Fiscal Year: \$11,000
 Fair market value: \$150,000

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

Address Line1: 5 Computer Drive South
 Address Line2:
 City: ALBANY
 State: NY
 Postal Code: 12205
 Plus 4:
 Province Region:
 Country: USA

Procurement Description: financial assistance

Address Line1: 325M Sharon Park Drive
 Address Line2:
 City: MENLO PARK
 State: CA
 Postal Code: 94025
 Plus 4:
 Province Region:
 Country: USA

Procurement Description: technology services

Procurement Transactions Listing:

5. Vendor Name: Hudson Valley Agri-Business Development, Inc.

Type of Procurement: Consulting Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 04/01/2013
 End Date: 03/31/2016
 Amount: \$100,000
 Amount Expended for Fiscal Year: \$25,000
 Fair market value: \$100,000

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

Address Line1: 507 Warren St.
 Address Line2: 2nd floor
 City: HUDSON
 State: NY
 Postal Code: 12534
 Plus 4:
 Province Region:
 Country: USA
 Procurement Description: marketing and advertising services

6. Vendor Name: Information Technology Management, Inc.

Type of Procurement: Technology - Consulting/Development or Support
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 05/15/2015
 End Date: 12/31/2015
 Amount: \$48,000
 Amount Expended for Fiscal Year: \$48,000
 Fair market value: \$48,000

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

Address Line1: 33 Second Street
 Address Line2:
 City: TROY
 State: NY
 Postal Code: 12180
 Plus 4:
 Province Region:
 Country: USA
 Procurement Description: professional services

Procurement Transactions Listing:

7. Vendor Name: Jay H. Sherman

8. Vendor Name: Laberge Group

Type of Procurement: Other Professional Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 01/01/2015
 End Date: 12/31/2015
 Amount: \$40,333.27
 Amount Expended for Fiscal Year: \$40,333.27
 Fair market value: \$40,333.27

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

Address Line1: 1560
 Address Line2: Randolph Rd.
 City: SCHENECTADY
 State: NY
 Postal Code: 12309
 Plus 4:
 Province Region:
 Country: USA
 Procurement Description: Empire zone coordinator

Type of Procurement: Consulting Services
 Award Process: Authority Contract - Competitive Bid
 Award Date: 03/01/2014
 End Date: 12/31/2016
 Amount: \$100,000
 Amount Expended for Fiscal Year: \$3,605
 Fair market value:

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

Address Line1: 4 Computer Drive West
 Address Line2:
 City: ALBANY
 State: NY
 Postal Code: 12205
 Plus 4:
 Province Region:
 Country: USA
 Procurement Description: Grant Preparation, administration and Program delivery

Procurement Transactions Listing:

<p>9. Vendor Name: Millennium Business Communications, LLC</p> <p>Type of Procurement: Technology - Consulting/Development or Sup</p> <p>Award Process: Authority Contract - Non-Competitive Bid</p> <p>Award Date: 08/13/2015</p> <p>End Date:</p> <p>Amount: \$55,000</p> <p>Amount Expended for Fiscal Year: \$51,250</p> <p>Fair market value: \$55,000</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 501 New Karner Road</p> <p>Address Line2:</p> <p>City: ALBANY</p> <p>State: NY</p> <p>Postal Code: 12205</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: design, produce, host and maintain new website.</p>	<p>10. Vendor Name: The Community Foundation for the Greater Capital Region</p> <p>Type of Procurement: Other Professional Services</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: \$100,000</p> <p>Fair market value:</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: Six tower Place</p> <p>Address Line2:</p> <p>City: ALBANY</p> <p>State: NY</p> <p>Postal Code: 12203</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: Development of Regional economic transformation plan.</p>
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Procurement Transactions Listing:

<p>11. Vendor Name: Tri-City ValleyCats</p> <p>Type of Procurement: Other Professional Services Award Process: Authority Contract - Non-Competitive Bid Award Date: 03/12/2015 End Date: 12/31/2015 Amount: \$17,500 Amount Expended for Fiscal Year: \$17,500 Fair market value: \$17,500</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 80 Vandenburg Ave. Address Line2: City: TROY State: NY Postal Code: 12180 Plus 4: Province Region: Country: USA</p> <p>Procurement Description: marketing</p>	<p>12. Vendor Name: Wojeski & Company</p> <p>Type of Procurement: Financial Services Award Process: Authority Contract - Competitive Bid Award Date: 01/01/2014 End Date: 12/31/2016 Amount: \$12,500 Amount Expended for Fiscal Year: \$12,138 Fair market value:</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 75 Troy Road Address Line2: City: EAST GREENBUSH State: NY Postal Code: 12061 Plus 4: Province Region: Country: USA</p> <p>Procurement Description: accounting services</p>
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Procurement Transactions Listing:

Additional Comments:

The IDA is in the process of updating its Web site. The former address (<http://discoverrensselaer.com/econ/About.aspx>) will transfer to the new site.