Procurement Report for Troy Industrial Development Authority **Run Date: 08/02/2016**

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.troyny.gov/Departments/EconomicDevelopment/Troy IDA/IDAPoliciesProcedures.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?	No	
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	

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Procurement Transactions Listing:

1.

Vendor Name:	CFO for Hire
Type of Procurement:	Financial Services
Award Process:	Authority Contract - Competitive Bid
Award Date:	10/25/2015
End Date:	
Amount:	$7,560
Amount Expended for Fiscal Year:	$1,260
Fair market value:	
Explain why the fair market value is less than the amount:	
Address Line1:	255 Washington Ave Ext
Address Line2:	Suite 101
City:	ALBANY
State:	NY
Postal Code:	12205
Plus 4:	
Province Region:	
Country:	USA
Procurement Description:	Financial oversight

2.

Vendor Name:	City Of Troy
Type of Procurement:	Staffing Services
Award Process:	Authority Contract - Non-Competitive Bid
Award Date:	01/01/2015
End Date:	12/31/2015
Amount:	$150,000
Amount Expended for Fiscal Year:	$150,000
Fair market value:	$150,000
Explain why the fair market value is less than the amount:	
Address Line1:	433 River Street
Address Line2:	
City:	TROY
State:	NY
Postal Code:	12180
Plus 4:	
Province Region:	
Country:	USA
Procurement Description:	Management Fees

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Procurement Transactions Listing:

3. Vendor Name: Harris Beach, PLLC

Type of Procurement: Legal Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 01/01/2015
End Date: 12/31/2015
Amount: $27,048.69
Amount Expended for Fiscal Year: $27,048.69
Fair market value: $27,048.69
Explain why the fair market value is less than the amount:

Address Line1: 677 Broadway
Address Line2:
City: ALBANY
State: NY
Postal Code: 12207
Plus 4:
Province Region:
Country: USA
Procurement Description: Legal Fees

4. Vendor Name: Hoosick Valley Contractors

Type of Procurement: Design and Construction/Maintenance
Award Process: Authority Contract - Competitive Bid
Award Date: 03/06/2014
End Date: 11/20/2015
Amount: $749,800
Amount Expended for Fiscal Year: $354,855.9
Fair market value:
Explain why the fair market value is less than the amount:

Address Line1: 52 Melrose-Valley Falls Road
Address Line2:
City: MELROSE
State: NY
Postal Code: 12121
Plus 4:
Province Region:
Country: USA
Procurement Description: Demoilition and construction

Procurement Transactions Listing:

Additional Comments: