

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	http://capitalregionchamber.com/wp-content/uploads/2015/02/Procurement-Guidelines.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?	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?	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	

Procurement Transactions Listing:

1. Vendor Name: Albany-Colonie Regional Chamber

2. Vendor Name: Lemery Greisler, LLC

Type of Procurement: Other Professional Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 07/01/2006
 End Date:
 Amount: \$173,280.34
 Amount Expended for Fiscal Year: \$173,280.34
 Fair market value:

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

Type of Procurement: Legal Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 07/22/2015
 End Date: 12/31/2015
 Amount: \$6,011.32
 Amount Expended for Fiscal Year: \$6,011.32
 Fair market value: \$7,000

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: 1608
 Province Region:
 Country: USA

Procurement Description: Agency Fee

Address Line1: 60 Railroad Place
 Address Line2: Suite 502
 City: SARATOGA SPRINGS
 State: NY
 Postal Code: 12866
 Plus 4:
 Province Region:
 Country: USA

Procurement Description: Legal Services

Procurement Transactions Listing:

3. Vendor Name: T.M. Byxbee Company, CPAs, NY, P.C.

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Competitive Bid
Award Date: 06/04/2007
End Date:
Amount: \$7,262
Amount Expended for Fiscal Year: \$7,262
Fair market value:

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

Address Line1: 80 Wolf Road
Address Line2: Suite 102
City: ALBANY
State: NY
Postal Code: 12205
Plus 4: 2608
Province Region:
Country: USA

Procurement Description: Auditing service, including A133

Procurement Transactions Listing:

Additional Comments: