

Procurement Report for City of Kingston Local Development Corporation

Run Date: 08/09/2016

Fiscal Year Ending: 12/31/2015

Status: CERTIFIED

**Procurement-Information:**

| Question   | Response | URL (if applicable)  |
|--|----------|--|
| 1. Does the Authority have procurement guidelines?   | Yes      | <a href="http://www.kingston-ny.gov/kldc">www.kingston-ny.gov/kldc</a> |
| 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? | No       |  |

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Procurement Transactions Listing:

1. Vendor Name: Mostert, Manzanero &amp; Scott, LLP

Type of Procurement: Financial Services  
Award Process: Authority Contract - Competitive Bid  
Award Date: 12/18/2015  
End Date: 01/31/2017  
Amount: \$8,500  
Amount Expended for Fiscal Year: \$8,500  
Fair market value:

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

Address Line1: 4 Associate Drive  
Address Line2:  
City: ONEONTA  
State: NY  
Postal Code: 13820  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: Professional Auditing Services

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Additional Comments: