

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	http://jcida.com/JCLDC/media/JCLDC/Secondary%20Pages/Downloads/2014-policies-and-procedures_1.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?	Yes	
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?	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?.	No	
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:

<p>1. Vendor Name: Atlas Advertising</p> <p>Type of Procurement: Other Professional Services Award Process: Authority Contract - Competitive Bid Award Date: 11/01/2014 End Date: 05/30/2015 Amount: \$11,075 Amount Expended for Fiscal Year: \$11,075 Fair market value: Explain why the fair market value is less than the amount:</p> <p>Address Line1: 929 Broadway Address Line2: City: DENVER State: CO Postal Code: 80203 Plus 4: Province Region: Country: USA</p> <p>Procurement Description: website design</p>	<p>2. Vendor Name: Bowers and Company</p> <p>Type of Procurement: Other Professional Services Award Process: Non Contract Procurement/Purchase Order Award Date: End Date: Amount: Amount Expended for Fiscal Year: \$5,500 Fair market value: Explain why the fair market value is less than the amount:</p> <p>Address Line1: 1120 Commerce Park Drive East Address Line2: City: WATERTOWN State: NY Postal Code: 13601 Plus 4: Province Region: Country: USA</p> <p>Procurement Description: annual audit</p>
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Procurement Transactions Listing:

<p>3. Vendor Name: CITEC</p> <p>Type of Procurement: Other Professional Services Award Process: Authority Contract - Competitive Bid Award Date: 08/01/2014 End Date: 07/31/2015 Amount: \$9,424 Amount Expended for Fiscal Year: \$8,894.59 Fair market value: Explain why the fair market value is less than the amount:</p> <p>Address Line1: Clarkson University Address Line2: Box 8561 City: POTSDAM State: NY Postal Code: 13699 Plus 4: 8561 Province Region: Country: USA</p> <p>Procurement Description: HAB grant for Manufacturing</p>	<p>4. Vendor Name: Canadian Manufacturers & Exporters</p> <p>Type of Procurement: Other Professional Services Award Process: Non Contract Procurement/Purchase Order Award Date: End Date: Amount: Amount Expended for Fiscal Year: \$11,683.6 Fair market value: Explain why the fair market value is less than the amount:</p> <p>Address Line1: 1 Nicholas Street Address Line2: Suite 1500 City: Ottawa State: Postal Code: K1N 7B7 Plus 4: Province Region: Ontario Country: Other</p> <p>Procurement Description: Advertising</p>
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Procurement Transactions Listing:

5. Vendor Name: Curtis Furniture Co.

Type of Procurement: Commodities/Supplies
Award Process: Non Contract Procurement/Purchase Order
Award Date:
End Date:
Amount:
Amount Expended for Fiscal Year: \$6,495
Fair market value:
Explain why the fair market value is less than the amount:

Address Line1: 25465 NYS Route 342
Address Line2:
City: EVANS MILLS
State: NY
Postal Code: 13637
Plus 4:
Province Region:
Country: USA
Procurement Description: final payment on board room table

6. Vendor Name: Entecco Energy LLC

Type of Procurement: Consulting Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 08/06/2015
End Date: 08/06/2018
Amount: \$100,000
Amount Expended for Fiscal Year: \$37,670.52
Fair market value: \$100,000
Explain why the fair market value is less than the amount:

Address Line1: 7238 State Highway 31
Address Line2:
City: CICERO
State: NY
Postal Code: 13039
Plus 4:
Province Region:
Country: USA
Procurement Description: Consulting energy: NY PRIZE

Procurement Transactions Listing:

7. Vendor Name: Fort Drum Regional Liason Organization

8. Vendor Name: Furnishing Solutions

Type of Procurement: Other
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 01/01/2012
 End Date: 09/30/2016
 Amount: \$5,750
 Amount Expended for Fiscal Year: \$5,750
 Fair market value: \$5,750

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

Address Line1: PO Box 775
 Address Line2:
 City: WATERTOWN
 State: NY
 Postal Code: 13601
 Plus 4:
 Province Region:
 Country: USA

Procurement Description: Membership/Marketing effort

Type of Procurement: Commodities/Supplies
 Award Process: Non Contract Procurement/Purchase Order
 Award Date:
 End Date:
 Amount:
 Amount Expended for Fiscal Year: \$16,657.03
 Year:
 Fair market value:

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

Address Line1: 6202 Stone Arabia Road
 Address Line2:
 City: CICERO
 State: NY
 Postal Code: 13039
 Plus 4:
 Province Region:
 Country: USA

Procurement Description: Final payment for new office furniture

Procurement Transactions Listing:

<p>9. Vendor Name: Key Bank Credit Card</p> <p>Type of Procurement: Commodities/Supplies</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: \$14,263.92</p> <p>Fair market value:</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: PO Box 89446</p> <p>Address Line2:</p> <p>City: CLEVELAND</p> <p>State: OH</p> <p>Postal Code: 44101</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: Credit Card Purchases: registrations, travel, expenses, marketing, meals, etc.</p>	<p>10. Vendor Name: Northern Computers</p> <p>Type of Procurement: Technology - Consulting/Development or Sup</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: \$19,016.18</p> <p>Fair market value:</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 130 Park Place</p> <p>Address Line2:</p> <p>City: WATERTOWN</p> <p>State: NY</p> <p>Postal Code: 13601</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: IT: Computer and Repairs</p>
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Procurement Transactions Listing:

11. Vendor Name: ServPro of Jefferson County

12. Vendor Name: TI International Tourism

Type of Procurement: Other Professional Services
 Award Process: Non Contract Procurement/Purchase Order
 Award Date:
 End Date:
 Amount:
 Amount Expended for Fiscal Year: \$9,750
 Fair market value:

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

Type of Procurement: Other Professional Services
 Award Process: Non Contract Procurement/Purchase Order
 Award Date:
 End Date:
 Amount:
 Amount Expended for Fiscal Year: \$5,533.75
 Fair market value:

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

Address Line1: 800 Starbuck Avenue
 Address Line2: Building A
 City: WATERTOWN
 State: NY
 Postal Code: 13601
 Plus 4:
 Province Region:
 Country: USA

Procurement Description: Office Cleaning

Address Line1: PO Box 709
 Address Line2:
 City: WELLESLEY ISLAND
 State: NY
 Postal Code: 13640
 Plus 4:
 Province Region:
 Country: USA

Procurement Description: Advertising

Procurement Transactions Listing:

13. Vendor Name: Time Warner Cable Media

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 10/01/2014
End Date: 09/30/2015
Amount: \$21,949
Amount Expended for Fiscal Year: \$21,949
Fair market value: \$21,949

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

Address Line1: PO Box 27908
Address Line2:
City: NEW YORK
State: NY
Postal Code: 10087
Plus 4:
Province Region:
Country: USA

Procurement Description: Advertising

14. Vendor Name: WPBS

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 10/01/2014
End Date: 09/30/2015
Amount: \$6,000
Amount Expended for Fiscal Year: \$6,000
Fair market value: \$6,000

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

Address Line1: 1056 Arsenal Street
Address Line2:
City: WATERTOWN
State: NY
Postal Code: 13601
Plus 4:
Province Region:
Country: USA

Procurement Description: Advertising

Procurement Transactions Listing:

15. Vendor Name: Watertown Industrial Center LDC

Type of Procurement: Other
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 10/01/2014
End Date: 04/30/2025
Amount: \$22,923.76
Amount Expended for Fiscal Year: \$22,923.76
Fair market value: \$22,923.76

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

Address Line1: 800 Starbuck Avenue
Address Line2: Suite 804
City: WATERTOWN
State: NY
Postal Code: 13601
Plus 4:
Province Region:
Country: USA

Procurement Description: Rent/misc.

16. Vendor Name: Watertown Local Development Corporation

Type of Procurement: Other
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 05/01/2015
End Date: 04/01/2025
Amount: \$23,309.35
Amount Expended for Fiscal Year: \$23,309.35
Fair market value: \$23,309.35

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

Address Line1: 82 Public Square
Address Line2:
City: WATERTOWN
State: NY
Postal Code: 13601
Plus 4:
Province Region:
Country: USA

Procurement Description: Loan for new office

Procurement Transactions Listing:

Additional Comments: