

**Procurement-Information:**

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="http://www.otsegonow.com">www.otsegonow.com</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?	Yes	

Procurement Transactions Listing:

1. Vendor Name: Hodgson Russ

2. Vendor Name: Mathes Public Affairs

Type of Procurement: Legal Services  
 Award Process: Authority Contract - Non-Competitive Bid  
 Award Date: 01/01/2015  
 End Date:  
 Amount: \$12,125  
 Amount Expended for Fiscal Year: \$12,125  
 Fair market value: \$12,125  
 Explain why the fair market value is less than the amount:

Type of Procurement: Consulting Services  
 Award Process: Authority Contract - Competitive Bid  
 Award Date: 05/28/2015  
 End Date: 12/31/2016  
 Amount: \$64,166.69  
 Amount Expended for Fiscal Year: \$64,166.69  
 Fair market value:  
 Explain why the fair market value is less than the amount:

Address Line1: 677 Broadway  
 Address Line2:  
 City: ALBANY  
 State: NY  
 Postal Code: 12210  
 Plus 4:  
 Province Region:  
 Country: USA  
 Procurement Description: legal services

Address Line1: 24 Molly White Drive  
 Address Line2:  
 City: COXSACKIE  
 State: NY  
 Postal Code: 12051  
 Plus 4:  
 Province Region:  
 Country: USA  
 Procurement Description: Consulting services related to creation of shovelready sites, business attraction, infrastructure enhancement, attraction of private investment in Otsego County

Procurement Report for Otsego County Capital Resource Corporation

Run Date: 07/15/2016

Fiscal Year Ending: 12/31/2015

Status: CERTIFIED

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Procurement Transactions Listing:

Additional Comments:

The board of the OCCRC voted unanimously to approve this Procurement Report at its meeting on 3/3/16.