

**Procurement-Information:**

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="http://www.saratogacitycenter.org/wp-content/uploads/2010/05/Procurement-Guidelines.pdf">http://www.saratogacitycenter.org/wp-content/uploads/2010/05/Procurement-Guidelines.pdf</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?	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?	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: Arbon Equipment Corporation

2. Vendor Name: Bette Cring Construction

Type of Procurement: Design and Construction/Maintenance  
 Award Process: Non Contract Procurement/Purchase Order  
 Award Date:  
 End Date:  
 Amount:  
 Amount Expended for Fiscal Year: \$6,150  
 Fair market value:

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

Address Line1: 25464 Network Place  
 Address Line2:  
 City: CHICAGO  
 State: IL  
 Postal Code: 60673  
 Plus 4: 1254  
 Province Region:  
 Country: USA

Procurement Description: Dock Leveler Repaired

Type of Procurement: Design and Construction/Maintenance  
 Award Process: Authority Contract - Competitive Bid  
 Award Date: 05/07/2014  
 End Date:  
 Amount: \$225,000  
 Amount Expended for Fiscal Year: \$84,704.39  
 Fair market value:

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

Address Line1: 22 Century Hill Drive  
 Address Line2: Suite 201  
 City: LATHAM  
 State: NY  
 Postal Code: 12110  
 Plus 4:  
 Province Region:  
 Country: USA

Procurement Description: Architectural/Engineering Design Build

Procurement Transactions Listing:

3. Vendor Name: Carl Walker

Type of Procurement: Consulting Services  
Award Process: Authority Contract - Competitive Bid  
Award Date: 04/03/2014  
End Date: 07/16/2015  
Amount: \$29,011  
Amount Expended for Fiscal Year: \$27,398.32  
Fair market value:  
Explain why the fair market value is less than the amount:

Address Line1: 6 North Broad Street  
Address Line2: Suite 320  
City: WOODBURY  
State: NJ  
Postal Code: 08096  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Feasibility Study including consulting services and labor expenses

4. Vendor Name: Lemery Greisler LLC

Type of Procurement: Legal Services  
Award Process: Authority Contract - Competitive Bid  
Award Date: 03/13/2013  
End Date:  
Amount: \$30,000  
Amount Expended for Fiscal Year: \$3,875  
Fair market value:  
Explain why the fair market value is less than the amount:

Address Line1: 10 Railroad Place  
Address Line2:  
City: SARATOGA SPRINGS  
State: NY  
Postal Code: 12866  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Legal & Bond Council Services

Procurement Transactions Listing:

5. Vendor Name: Mid State Industries Ltd

Type of Procurement: Design and Construction/Maintenance  
Award Process: Authority Contract - Competitive Bid  
Award Date: 05/20/2015  
End Date: 10/07/2015  
Amount: \$231,161  
Amount Expended for Fiscal Year: \$231,161  
Fair market value:  
Explain why the fair market value is less than the amount:

Address Line1: 1105 Catalyn Street  
Address Line2:  
City: SCHENECTADY  
State: NY  
Postal Code: 12304  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Roof Replacement

6. Vendor Name: Specialized Audio Visual

Type of Procurement: Technology - Hardware  
Award Process: Non Contract Procurement/Purchase Order  
Award Date:  
End Date:  
Amount:  
Amount Expended for Fiscal Year: \$9,327.5  
Fair market value:  
Explain why the fair market value is less than the amount:

Address Line1: 14 Solar Drive  
Address Line2:  
City: CLIFTON PARK  
State: NY  
Postal Code: 12065  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Repair Computer Sign System

Procurement Transactions Listing:

7. Vendor Name: The LA Group

Type of Procurement: Consulting Services  
Award Process: Authority Contract - Competitive Bid  
Award Date: 09/11/2014  
End Date:  
Amount: \$25,000  
Amount Expended for Fiscal Year: \$14,885.75  
Fair market value:  
Explain why the fair market value is less than the amount:

Address Line1: 40 Long Alley  
Address Line2:  
City: SARATOGA SPRINGS  
State: NY  
Postal Code: 12866  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Consultation services for the SEQRA review process

8. Vendor Name: Wolberg Electrical Supply Co Inc

Type of Procurement: Commodities/Supplies  
Award Process: Non Contract Procurement/Purchase Order  
Award Date:  
End Date:  
Amount:  
Amount Expended for Fiscal Year: \$6,756.25  
Fair market value:  
Explain why the fair market value is less than the amount:

Address Line1: PO Box 6309  
Address Line2:  
City: ALBANY  
State: NY  
Postal Code: 12206  
Plus 4: 0309  
Province Region:  
Country: USA

Procurement Description: Purchased LED Retrofit Kits

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Procurement Transactions Listing:

Additional Comments: