

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	http://otda.ny.gov/programs/housing/hnac.asp
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	
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	
10. As required by Section 2880 of the Public Authorities Law, has the Authority prepared a statement on its prompt payment policy?	Yes	Attachment Included
11. As required by Section 2880 of the Public Authorities Law, has the Authority prepared a report on the scope and implementation of its prompt payment policy?	Yes	Attachment Included
12. Is the Authority subject to Article 15-A of the Executive Law?	Yes	
13. Has the Authority designated a person or persons to oversee its MWBE program?	Yes	
14. Does the Authority maintain a current and updated list of qualified certified MWBEs?	No	
15. Does the Authority provide notices to professional and other organizations that serve MWBEs as to the types of services procured by the Authority?	No	
16. Did the Authority establish a goal for participation by	Yes	

Procurement-Information:

Question	Response	URL (if applicable)
a. If yes, what was the goal (percentage of total procurements) for the reporting period?	20%	
b. What was the actual percentage of total procurements awarded to MWBEs for the reporting period?	32%	

Procurement Transactions Listing:

1. Vendor Name:	DASNY	Type of Procurement:	Consulting Services
Transaction Number:	HC00252	Award Process:	Authority Contract - Non-Competitive Bid
Procurement Description:	DASNY provides technical assistance (architectural services) to HHAC	Award Date:	04/01/1996
		Begin Date:	04/01/1996
		Renewal Date:	09/30/2013
Amount Expended for Fiscal Year:	\$628,092.28	End Date:	09/30/2013
Amount Expended for Life to Date:	\$20,529,627.4	Amount:	\$28,188,739.59
Does the contract have an end Date:	Yes	Fair Market value:	
Current or Outstanding Balance:	\$7,363,749.91	Explain why the fair market value is less than the contract amount:	
Number Of Bids Or Proposals Received Prior to Award of Contract:	0		
Is the Vendor a NYS or Foreign Business Enterprise?	NYS	Status:	OPEN
Is the Vendor a Minority or Woman-Owned Business Enterprise?	No	were MWBE firms solicited as part of this procurement proces	No
Exemption from the publication requirements of Article 4c of the economic-development law?	No	Number of bids and proposal received from MWBE firms:	
If Yes, basis for exemption:			
Address Line1:	515 Broadway		
Address Line2:			
City:	ALBANY		
State:	NY		
Postal Code:	12207		
Plus 4:			
Province Region:			
Country:	USA		

Procurement Transactions Listing:

2. Vendor Name:	NYS Office of General Services	Type of Procurement:	Consulting Services
Transaction Number:		Award Process:	Authority Contract - Non-Competitive Bid
Procurement Description:	NYS Agency provides required webcast services	Award Date:	06/01/2014
		Begin Date:	06/01/2014
		Renewal Date:	07/09/2019
Amount Expended for Fiscal Year:	\$4,470	End Date:	07/09/2019
Amount Expended for Life to Date:	\$4,470	Amount:	\$23,000
Does the contract have an end Date:	Yes	Fair Market value:	\$23,000
Current or Outstanding Balance:	\$18,530	Explain why the fair market value is less than the contract amount:	
Number Of Bids Or Proposals Received Prior to Award of Contract:			
Is the Vendor a NYS or Foreign Business Enterprise?	NYS	Status:	OPEN
Is the Vendor a Minority or Woman-Owned Business Enterprise?	No	were MWBE firms solicited as part of this procurement proces	No
Exemption from the publication requirements of Article 4c of the economic-development law?	No	Number of bids and proposal received from MWBE firms:	
If Yes, basis for exemption:			
Address Line1:	NYS Filming Facility		
Address Line2:			
City:	ALBANY		
State:	NY		
Postal Code:	12243		
Plus 4:			
Province Region:			
Country:	USA		

Procurement Transactions Listing:

3. Vendor Name:	Natural Heritage Trust	Type of Procurement:	Consulting Services
Transaction Number:	HC00402	Award Process:	Authority Contract - Non-Competitive Bid
Procurement Description:	Agreement wiht Natural Heritage Trust to review and exepdite proposed projects	Award Date:	03/01/1999
		Begin Date:	03/01/1999
		Renewal Date:	02/28/2014
Amount Expended for Fiscal Year:	\$10,875	End Date:	
Amount Expended for Life to Date:	\$210,250	Amount:	\$210,250
Does the contract have an end Date:	No	Fair Market value:	
Current or Outstanding Balance:	\$0	Explain why the fair market value is less than the contract amount:	
Number Of Bids Or Proposals Received Prior to Award of Contract:	0		
Is the Vendor a NYS or Foreign Business Enterprise?	NYS	Status:	OPEN
Is the Vendor a Minority or Woman-Owned Business Enterprise?	No	were MWBE firms solicited as part of this procurement proces	No
Exemption from the publication requirements of Article 4c of the economic-development law?	No	Number of bids and proposal received from MWBE firms:	
If Yes, basis for exemption:			
Address Line1:	PO Box 189		
Address Line2:	Peebles Island		
City:	WATERFORD		
State:	NY		
Postal Code:	12188		
Plus 4:			
Province Region:			
Country:	USA		

Procurement Transactions Listing:

<p>4. Vendor Name: Natural Heritage Trust</p> <p>Transaction Number:</p> <p>Procurement Description: This is a NYS agency tht provides services related to the review of HHAP applications</p> <p>Amount Expended for Fiscal Year: \$14,500</p> <p>Amount Expended for Life to Date: \$14,500</p> <p>Does the contract have an end Date: Yes</p> <p>Current or Outstanding Balance: \$58,000</p> <p>Number Of Bids Or Proposals Received Prior to Award of Contract: 0</p> <p>Is the Vendor a NYS or Foreign Business Enterprise? NYS</p> <p>Is the Vendor a Minority or Woman-Owned Business Enterprise? No</p> <p>Exemption from the publication requirements of Article 4c of the economic-development law? No</p> <p>If Yes, basis for exemption:</p> <p>Address Line1: Peeples Island</p> <p>Address Line2:</p> <p>City: COHOES</p> <p>State: NY</p> <p>Postal Code: 12047</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p>	<p>Type of Procurement: Consulting Services</p> <p>Award Process: Authority Contract - Non-Competitive Bid</p> <p>Award Date: 02/28/2014</p> <p>Begin Date: 02/28/2014</p> <p>Renewal Date: 02/28/2019</p> <p>End Date: 02/28/2019</p> <p>Amount: \$72,500</p> <p>Fair Market value: \$72,500</p> <p>Explain why the fair market value is less than the contract amount:</p> <p>Status: OPEN</p> <p>were MWBE firms solicited as part of this procurement proces No</p> <p>Number of bids and proposal received from MWBE firms:</p>
--	--

Procurement Transactions Listing:

<p>5. Vendor Name: Toski & Co, P.C.</p> <p>Transaction Number: HC00665</p> <p>Procurement Description: Independent Audit Services to HHAC</p> <p>Amount Expended for Fiscal Year: \$8,800</p> <p>Amount Expended for Life to Date: \$51,100</p> <p>Does the contract have an end Date: Yes</p> <p>Current or Outstanding Balance: \$0</p> <p>Number Of Bids Or Proposals Received Prior to Award of Contract: 0</p> <p>Is the Vendor a NYS or Foreign Business Enterprise? NYS</p> <p>Is the Vendor a Minority or Woman-Owned Business Enterprise? No</p> <p>Exemption from the publication requirements of Article 4c of the economic-development law? No</p> <p>If Yes, basis for exemption:</p> <p>Address Line1: 555 International Drive</p> <p>Address Line2:</p> <p>City: WILLIAMSVILLE</p> <p>State: NY</p> <p>Postal Code: 14221</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p>	<p>Type of Procurement: Financial Services</p> <p>Award Process: Authority Contract - Competitive Bid</p> <p>Award Date: 04/04/2008</p> <p>Begin Date: 04/04/2008</p> <p>Renewal Date: 03/31/2013</p> <p>End Date: 03/31/2013</p> <p>Amount: \$51,100</p> <p>Fair Market value:</p> <p>Explain why the fair market value is less than the contract amount:</p> <p>Status: OPEN</p> <p>were MWBE firms solicited as part of this procurement proces No</p> <p>Number of bids and proposal received from MWBE firms:</p>
---	--

Procurement Transactions Listing:

6. Vendor Name:	Toski & Co., PC	Type of Procurement:	Financial Services
Transaction Number:		Award Process:	Authority Contract - Competitive Bid
Procurement Description:	RFQ issued	Award Date:	04/08/2014
		Begin Date:	04/08/2014
		Renewal Date:	06/30/2018
Amount Expended for Fiscal Year:	\$84,000	End Date:	06/30/2018
Amount Expended for Life to Date:	\$84,000	Amount:	\$43,000
Does the contract have an end Date:	Yes	Fair Market value:	
Current or Outstanding Balance:	\$34,600	Explain why the fair market value is less than the contract amount:	
Number Of Bids Or Proposals Received Prior to Award of Contract:	5		
Is the Vendor a NYS or Foreign Business Enterprise?	NYS	Status:	OPEN
Is the Vendor a Minority or Woman-Owned Business Enterprise?	No	were MWBE firms solicited as part of this procurement proces	Yes
Exemption from the publication requirements of Article 4c of the economic-development law?	No	Number of bids and proposal received from MWBE firms:	1
If Yes, basis for exemption:			
Address Line1:	6390 Main Street		
Address Line2:			
City:	WILLIAMSVILLE		
State:	NY		
Postal Code:	14221		
Plus 4:			
Province Region:			
Country:	USA		

Additional Comments: