

Procurement Report for Chenango Industrial Development Agency

Fiscal Year Ending: 12/31/2018

Run Date: 04/11/2019

Status: CERTIFIED

Certified Date : 03/29/2019

Procurement Information:

Question		Response	URL (If Applicable)
1.	Does the Authority have procurement guidelines?	Yes	https://www.commercechenango.com/economic-development/ida/
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?	No	
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?	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	

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Procurement Transactions Listing:

1. Vendor Name	Development Chenango Corporation	Address Line1	15 South Broad Street
Type of Procurement	Staffing Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	NORWICH
Award Date	1/1/2018	State	NY
End Date	12/31/2018	Postal Code	13815
Fair Market Value		Plus 4	
Amount	\$75,000.00	Province/Region	
Amount Expended For Fiscal Year	\$75,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Economic development contribution, including staffing and office space

2. Vendor Name	Laughlin Land and Landscape	Address Line1	920 county road 33
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	NORWICH
Award Date	10/19/2016	State	NY
End Date	12/31/2018	Postal Code	13815
Fair Market Value		Plus 4	
Amount	\$4,800.00	Province/Region	
Amount Expended For Fiscal Year	\$5,275.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Property maintenance for Earl B Clark Park and Business Incubator Facility

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3. Vendor Name	Mostert, Manzanero & Scott LLC	Address Line1	4 Associate Drive
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	ONEONTA
Award Date	11/1/2016	State	NY
End Date	12/31/2018	Postal Code	13820
Fair Market Value		Plus 4	
Amount	\$6,400.00	Province/Region	
Amount Expended For Fiscal Year	\$6,400.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Audit services

4. Vendor Name	New York Susquehanna & Western	Address Line1	1 Railroad Avenue
Type of Procurement	Design and Construction/Maintenance	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	COOPERSTOWN
Award Date	6/28/2017	State	NY
End Date	6/12/2018	Postal Code	13326
Fair Market Value		Plus 4	
Amount	\$222,794.71	Province/Region	
Amount Expended For Fiscal Year	\$222,794.71	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Payments made to NYS&W pending reimbursement through EDA. Probably not technically procurement.

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Additional Comments