

Procurement Report for Monroe Industrial Development Agency

Fiscal Year Ending: 12/31/2019

Run Date: 08/17/2020

Status: CERTIFIED

Certified Date : 04/21/2020

**Procurement Information:**

Question		Response	URL (If Applicable)
1.	Does the Authority have procurement guidelines?	Yes	<a href="https://www.imaginemonroe.org/news-and-resources/reports/">https://www.imaginemonroe.org/news-and-resources/reports/</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?	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?	Yes	

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**Procurement Transactions Listing:**

<b>1. Vendor Name</b>	29 Design Studio	<b>Address Line1</b>	100 Castle Street
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	GENEVA
<b>Award Date</b>		<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	14456
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$33,684.52	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Website maintenance and marketing materials

<b>2. Vendor Name</b>	County of Monroe	<b>Address Line1</b>	39 West Main Street
<b>Type of Procurement</b>	Other	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	ROCHESTER
<b>Award Date</b>	1/1/2019	<b>State</b>	NY
<b>End Date</b>	12/31/2019	<b>Postal Code</b>	14614
<b>Fair Market Value</b>	\$471,000.00	<b>Plus 4</b>	
<b>Amount</b>	\$471,000.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$471,000.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Administrative support and facilities.

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<b>3. Vendor Name</b>	EFPRGroup, CPAs, PLLC	<b>Address Line1</b>	100 South Clinton Avenue, Suite 1500
<b>Type of Procurement</b>	Financial Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	ROCHESTER
<b>Award Date</b>	12/18/2018	<b>State</b>	NY
<b>End Date</b>	12/31/2019	<b>Postal Code</b>	14604
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$11,000.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$11,000.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Financial Audit

<b>4. Vendor Name</b>	Executive Pulse	<b>Address Line1</b>	11 East 4th Street
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	ERIE
<b>Award Date</b>	5/21/2019	<b>State</b>	PA
<b>End Date</b>	12/31/2019	<b>Postal Code</b>	16507
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$25,000.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$25,000.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	CRM Software Development and Implementation

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<b>5. Vendor Name</b>	Greater Rochester Enterprise	<b>Address Line1</b>	100 Chestnut Street
<b>Type of Procurement</b>	Other	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	ROCHESTER
<b>Award Date</b>	1/1/2019	<b>State</b>	NY
<b>End Date</b>	12/31/2019	<b>Postal Code</b>	14614
<b>Fair Market Value</b>	\$50,000.00	<b>Plus 4</b>	
<b>Amount</b>	\$50,000.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$50,000.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Economic Development Partnership Marketing

<b>6. Vendor Name</b>	Harris Beach, LLP	<b>Address Line1</b>	99 Garnsey Road
<b>Type of Procurement</b>	Legal Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	PITTSFORD
<b>Award Date</b>	1/1/2016	<b>State</b>	NY
<b>End Date</b>	12/31/2019	<b>Postal Code</b>	14534
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$0.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$79,682.49	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Legal Services Contract calls for billing at standard billing rates.

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<b>7. Vendor Name</b>	Ingenuity Partners	<b>Address Line1</b>	32 Farm Field Lane
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	PITTSFORD
<b>Award Date</b>	9/1/2018	<b>State</b>	NY
<b>End Date</b>	12/31/2019	<b>Postal Code</b>	14534
<b>Fair Market Value</b>	\$175,000.00	<b>Plus 4</b>	
<b>Amount</b>	\$175,000.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$162,858.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Organize and Manage The Entrepreneurs Network Program and Classes as well as the Women Investor Accelerator Event

<b>8. Vendor Name</b>	Loewke & Brill Consulting Group	<b>Address Line1</b>	491 Elmgrove Road
<b>Type of Procurement</b>	Other	<b>Address Line2</b>	Suite #2
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	ROCHESTER
<b>Award Date</b>	11/1/2016	<b>State</b>	NY
<b>End Date</b>	10/31/2020	<b>Postal Code</b>	14606
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$82,400.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$82,399.92	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Local Labor Compliance Monitoring

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<b>9. Vendor Name</b>	Monroe Community college	<b>Address Line1</b>	1000 East Henrietta Road
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	ROCHESTER
<b>Award Date</b>	10/1/2018	<b>State</b>	NY
<b>End Date</b>	10/1/2021	<b>Postal Code</b>	14623
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$1,469,409.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$246,066.51	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Assistance in managing and organizing the LadderzUp program

<b>10. Vendor Name</b>	The Bonadio Group	<b>Address Line1</b>	171 Sullys Trail, Suite 201
<b>Type of Procurement</b>	Financial Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	PITTSFORD
<b>Award Date</b>	6/22/2018	<b>State</b>	NY
<b>End Date</b>	12/31/2019	<b>Postal Code</b>	14534
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$51,960.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$52,296.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Financial Services Management

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<b>11. Vendor Name</b>	The Bonadio Group	<b>Address Line1</b>	171 Sully's Trail
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	PITTSFORD
<b>Award Date</b>	1/1/2019	<b>State</b>	NY
<b>End Date</b>	12/31/2019	<b>Postal Code</b>	14534
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$0.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$14,721.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Verified Exemptions Contract calls for billing at standard billing rates.

#### Additional Comments