

Procurement Report for Albany Municipal Water Finance Authority

Fiscal Year Ending: 12/31/2020

Run Date: 05/20/2021

Status: CERTIFIED

Certified Date : 05/20/2021

Procurement Information:

Question	Response	URL (If Applicable)
1. Does the Authority have procurement guidelines?	Yes	https://www.albanyny.gov/Government/Departments/WaterAndWaterSupply/AlbanyMunicipalWaterFinanceAuthority_copy1.aspx
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	

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Procurement Transactions Listing:

1. Vendor Name	BlueFin Payment Systems	Address Line1	8200 Roberts Drive
Type of Procurement	Financial Services	Address Line2	#400
Award Process	Non Contract Procurement/Purchase Order	City	ATLANTA
Award Date		State	GA
End Date		Postal Code	30350
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$117,544.06	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Merchant transaction fees

2. Vendor Name	Fiscal Advisors and Marketing	Address Line1	63 Putnam Street
Type of Procurement	Financial Services	Address Line2	Suite 202
Award Process	Non Contract Procurement/Purchase Order	City	SARATOGA SPRINGS
Award Date		State	NY
End Date		Postal Code	12866
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$7,500.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Financial advisor services

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3. Vendor Name	Hodgson Russ	Address Line1	677 Broadway
Type of Procurement	Legal Services	Address Line2	Suite 301
Award Process	Non Contract Procurement/Purchase Order	City	ALBANY
Award Date		State	NY
End Date		Postal Code	12207
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$20,443.80	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Bond counsel fees

4. Vendor Name	Hugh Johnson Advisors	Address Line1	4 Tower Place
Type of Procurement	Financial Services	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	ALBANY
Award Date		State	NY
End Date		Postal Code	12203
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$9,875.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Trustee management fees

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5. Vendor Name	Mark E. Raymond	Address Line1	8416 Man O War Road
Type of Procurement	Legal Services	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	PALM BEACH GARDENS
Award Date		State	FL
End Date		Postal Code	33418
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$15,100.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Bank counsel fees for revolving line of credit closing

6. Vendor Name	Wilmington Trust	Address Line1	110 North Market St.
Type of Procurement	Financial Services	Address Line2	10th Floor
Award Process	Non Contract Procurement/Purchase Order	City	WILMINGTON
Award Date		State	DE
End Date		Postal Code	19890
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$20,750.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Financial trustee services

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Additional Comments