

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	http://www.saratogacountyida.org/
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?	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: C.T. Male Assocites Engineering

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 12/10/2015
End Date:
Amount: \$8,270
Amount Expended for Fiscal Year: \$0
Fair market value: \$8,270

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

Address Line1: 50 Century Hill Drive
Address Line2:
City: LATHAM
State: NY
Postal Code: 12110
Plus 4:
Province Region:
Country: USA

Procurement Description: Survey Map, property corner setting and Phase 1 Environmental report.

2. Vendor Name: County of Saratoga

Type of Procurement: Staffing Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 03/28/2008
End Date:
Amount: \$22,500
Amount Expended for Fiscal Year: \$22,500
Fair market value: \$22,500

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

Address Line1: 40 McMaster street
Address Line2:
City: BALLSTON SPA
State: NY
Postal Code: 12020
Plus 4:
Province Region:
Country: USA

Procurement Description: provides per contract office space, phone. stationary, postage and staff support

Procurement Transactions Listing:

3. Vendor Name: Cusack & Co., CPA's LLC

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 03/21/2016
End Date: 03/21/2018
Amount: \$9,900
Amount Expended for Fiscal Year: \$4,350
Fair market value: \$9,900

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

Address Line1: 7 Airport Park Boulevard
Address Line2:
City: LATHAM
State: NY
Postal Code: 12110
Plus 4:
Province Region:
Country: USA

Procurement Description: Conduct annual financial audit and prepare year end financial statements.

4. Vendor Name: Greenman Pederson, Inc.

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 06/20/2016
End Date:
Amount: \$40,000
Amount Expended for Fiscal Year: \$32,400
Fair market value: \$40,000

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

Address Line1: 80 Wolf Road
Address Line2:
City: ALBANY
State: NY
Postal Code: 12205
Plus 4:
Province Region:
Country: USA

Procurement Description: Engineering for Traffic Signal improvement

Procurement Transactions Listing:

5. Vendor Name: Lori Eddy

Type of Procurement: Other

Award Process: Authority Contract - Non-Competitive Bid

Award Date: 06/08/2016

End Date: 06/07/2018

Amount: \$3,112.5

Amount Expended for Fiscal Year: \$3,112.5

Fair market value: \$3,112.5

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

Address Line1: 26 Tom Sawyer Drive

Address Line2:

City: GANSEVOORT

State: NY

Postal Code: 12831

Plus 4:

Province Region:

Country: USA

Procurement Description: Secretarial services for board meeting minutes

6. Vendor Name: Richard J. Ferguson

Type of Procurement: Staffing Services

Award Process: Authority Contract - Non-Competitive Bid

Award Date: 05/17/2016

End Date: 05/16/2018

Amount: \$40,000

Amount Expended for Fiscal Year: \$36,500

Fair market value: \$40,000

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

Address Line1: P.O. Box 1065

Address Line2:

City: SARATOGA SPRINGS

State: NY

Postal Code: 12866

Plus 4:

Province Region:

Country: USA

Procurement Description: Service contract to fulfill the duties of Agency CEO

Procurement Transactions Listing:

7. Vendor Name: Saratoga Associates Landscape Architects

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 07/06/2015
End Date:
Amount: \$130,000
Amount Expended for Fiscal Year: \$36,408.92
Fair market value: \$130,000

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

Address Line1: 21 Congress Street, Suite 201
Address Line2:
City: SARATOGA SPRINGS
State: NY
Postal Code: 12866
Plus 4:
Province Region:
Country: USA

Procurement Description: Design and engineering services for the Cana Region Gateway Visitor Center in Schuylerville, New York

8. Vendor Name: Saratoga Economic Development Corp.

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 06/29/2016
End Date: 06/29/2018
Amount: \$81,648.15
Amount Expended for Fiscal Year: \$81,648.15
Fair market value: \$81,648.15

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

Address Line1: 28 Clinton Street
Address Line2:
City: SARATOGA SPRINGS
State: NY
Postal Code: 12866
Plus 4:
Province Region:
Country: USA

Procurement Description: Economic Development Corporation which works with subject companies who apply to the SC IDA for financial assistance.

Procurement Transactions Listing:

9. Vendor Name: Snyder, Kiley, Toohey, Corbett & Cox, LLP
 Type of Procurement: Legal Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 09/01/2015
 End Date: 12/30/2017
 Amount: \$21,600
 Amount Expended for Fiscal Year: \$8,800
 Fair market value: \$21,600
 Explain why the fair market value is less than the amount:

Address Line1: P.O. Box 4367
 Address Line2:
 City: SARATOGA SPRINGS
 State: NY
 Postal Code: 12866
 Plus 4:
 Province Region:
 Country: USA
 Procurement Description: Agency counsel legal retainer

10. Vendor Name: The Appraisal Company
 Type of Procurement: Other Professional Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 10/27/2016
 End Date:
 Amount: \$1,000
 Amount Expended for Fiscal Year: \$1,000
 Fair market value: \$1,000
 Explain why the fair market value is less than the amount:

Address Line1: P.O. Box 4596
 Address Line2:
 City: SARATOGA SPRINGS
 State: NY
 Postal Code: 12866
 Plus 4:
 Province Region:
 Country: USA
 Procurement Description: Real Estate Appraisal

Procurement Transactions Listing:

11. Vendor Name: The LA Group

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Competitive Bid
Award Date: 05/11/2016
End Date:
Amount: \$4,500
Amount Expended for Fiscal Year: \$5,050
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: Utilities Analysis report & consulting services

Procurement Transactions Listing:

Additional Comments:

Richard J. Ferguson, CEO