

**Procurement-Information:**

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="http://www.saratogacountyida.org/">http://www.saratogacountyida.org/</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?	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: Camoin Associates, Inc.

Type of Procurement: Other Professional Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 08/11/2014  
End Date:  
Amount: \$19,500  
Amount Expended for Fiscal Year: \$17,550  
Fair market value: \$19,500

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

Address Line1: 120 west avenue  
Address Line2: suite 303  
City: SARATOGA SPRINGS  
State: NY  
Postal Code: 12866  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: conduct an economic impact study of the Saratoga Race Course on Saratoga County and a nine county region

Procurement Transactions Listing:

3. 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

4. Vendor Name: Lawrence D. Benton

Type of Procurement: Staffing Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 06/09/2014  
End Date: 04/16/2015  
Amount: \$25,500  
Amount Expended for Fiscal Year: \$25,500  
Fair market value: \$25,500

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

Address Line1: 61 Fifth Avenue  
Address Line2:  
City: SARATOGA SPRINGS  
State: NY  
Postal Code: 12866  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: service contract to fulfill duties of CEO, then as consultant to the agency for a three month period.

Procurement Transactions Listing:

<p>5. Vendor Name: Richard J. Ferguson</p> <p>Type of Procurement: Staffing Services  Award Process: Authority Contract - Non-Competitive Bid  Award Date: 06/23/2015  End Date: 05/16/2016  Amount: \$33,000  Amount Expended for Fiscal Year: \$16,500  Fair market value: \$33,000</p> <p>Explain why the fair market value is less than the amount:</p>  <p>Address Line1: P.O Box 1065  Address Line2:  City: SARATOGA SPRINGS  State: NY  Postal Code: 12866  Plus 4:  Province Region:  Country: USA</p> <p>Procurement Description: Service contract to fulfill the duties of Agency CEO</p>	<p>6. Vendor Name: Saratoga Associates Landscape Architects</p> <p>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</p> <p>Explain why the fair market value is less than the amount:</p>  <p>Address Line1: 21 Congress Street, Suite 201  Address Line2:  City: SARATOGA SPRINGS  State: NY  Postal Code: 12866  Plus 4:  Province Region:  Country: USA</p> <p>Procurement Description: Design and engineering services for the Cana Region Gateway Visitor Center in Schuylerville, New York</p>
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Procurement Transactions Listing:

7. Vendor Name: Saratoga Economic Development Corp.

Type of Procurement: Other Professional Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 01/01/1982  
End Date:  
Amount: \$200,000  
Amount Expended for Fiscal Year: \$200,000  
Fair market value: \$200,000

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: NotForProfit works with companies who apply to IDA for financial assistance

8. 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: \$19,200  
Amount Expended for Fiscal Year: \$3,200  
Fair market value: \$19,200

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

Address Line1: P.O. Box 4367  
Address Line2: 160 West Avenue  
City: SARATOGA SPRINGS  
State: NY  
Postal Code: 12866  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Agency Counsel Legal Retainer Agreement

Procurement Transactions Listing:

Additional Comments:

Richard J. Ferguson