

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	http://livingstoncountydevelopment.com/our-agencies/industrial-development-agency/#1493129161539-289b30d1-a729
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?	Yes	
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: EFP Rotenberg, LLP

Type of Procurement: Financial Services
 Award Process: Authority Contract - Competitive Bid
 Award Date: 10/02/2015
 End Date: 10/02/2017
 Amount: \$5,550
 Amount Expended for Fiscal Year: \$5,550
 Fair market value:

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

Address Line1: 280 Kenneth Dr. Suite 100
 Address Line2:
 City: ROCHESTER
 State: NY
 Postal Code: 14623
 Plus 4:
 Province Region:
 Country: USA
 Procurement Description: Auditing Services

2. Vendor Name: Harris Beach PLLC

Type of Procurement: Legal Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 08/08/2016
 End Date:
 Amount: \$9,029.53
 Amount Expended for Fiscal Year: \$9,029.53
 Fair market value:

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

Address Line1: 677 Broadway #1101
 Address Line2:
 City: ALBANY
 State: NY
 Postal Code: 12207
 Plus 4:
 Province Region:
 Country: USA
 Procurement Description: Legal Fees

Procurement Transactions Listing:

3. Vendor Name: Laurie Mastin

Type of Procurement: Consulting Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 05/08/2017
 End Date: 12/31/2017
 Amount: \$10,987.52
 Amount Expended for Fiscal Year: \$10,987.52
 Fair market value:

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

Address Line1: 6305 Sparks Road
 Address Line2:
 City: PAVILION
 State: NY
 Postal Code: 14525
 Plus 4:
 Province Region:
 Country: USA
 Procurement Description: Utility Consultant Services

4. Vendor Name: Underberg & Kessler

Type of Procurement: Legal Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 03/07/2014
 End Date:
 Amount: \$16,868
 Amount Expended for Fiscal Year: \$16,868
 Fair market value:

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

Address Line1: 300 Bausch and Lomb Place
 Address Line2:
 City: ROCHESTER
 State: NY
 Postal Code: 14604
 Plus 4:
 Province Region:
 Country: USA
 Procurement Description: Legal Fees

Procurement Transactions Listing:

Additional Comments: