

Procurement Report for Livingston County Development Corporation

Fiscal Year Ending: 12/31/2018

Run Date: 04/01/2019

Status: CERTIFIED

Certified Date : 03/29/2019

**Procurement Information:**

Question	Response	URL (If Applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="http://livingstoncountydevelopment.com/our-agencies/development-corporation/#1493131174147-30514b1e-6eb6">http://livingstoncountydevelopment.com/our-agencies/development-corporation/#1493131174147-30514b1e-6eb6</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?	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:**

<b>1. Vendor Name</b>	Bonadio & Co., LLP	<b>Address Line1</b>	171 Sully's Trail
<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>	12/15/2017	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	14534
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$6,000.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$6,000.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Audit Services

<b>2. Vendor Name</b>	Brennan Group Consulting LLC	<b>Address Line1</b>	7705 Sally Road
<b>Type of Procurement</b>	Consulting Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	WATERVILLE
<b>Award Date</b>	1/1/2018	<b>State</b>	NY
<b>End Date</b>	12/31/2018	<b>Postal Code</b>	13480
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$49,362.83	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$49,362.83	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Grant consulting services

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<b>3. Vendor Name</b>	H. Sicherman and Company	<b>Address Line1</b>	5852 Forest Creek Dr.
<b>Type of Procurement</b>	Consulting Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	EAST AMHERST
<b>Award Date</b>	1/8/2016	<b>State</b>	NY
<b>End Date</b>	3/31/2020	<b>Postal Code</b>	14051
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$28,308.83	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$28,308.83	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Grant Services

<b>4. Vendor Name</b>	Larisa Ortiz Associates	<b>Address Line1</b>	78-27 37th Ave. Suite 1
<b>Type of Procurement</b>	Consulting Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	JACKSON HEIGHTS
<b>Award Date</b>	8/15/2017	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	11372
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$5,136.50	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$5,136.50	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Commercial District Analysis

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<b>5. Vendor Name</b>	Rob Vlosky	<b>Address Line1</b>	990 West Bloomfield Road
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	HONEOYE FALLS
<b>Award Date</b>	5/14/2018	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	14472
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$24,188.47	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$24,188.47	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Public Market Manager

<b>6. Vendor Name</b>	Underberg & Kessler	<b>Address Line1</b>	300 Bausch and Lomb Place
<b>Type of Procurement</b>	Legal Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	ROCHESTER
<b>Award Date</b>	3/7/2014	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	14604
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$5,754.75	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$5,754.75	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Legal Fees

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**Additional Comments**