

Procurement Report for Orleans County Industrial Development Agency

Fiscal Year Ending: 12/31/2018

Run Date: 06/10/2019

Status: CERTIFIED

Certified Date : 03/15/2019

Procurement Information:

Question	Response	URL (If Applicable)
1. Does the Authority have procurement guidelines?	Yes	https://docs.wixstatic.com/ugd/4d4655_5dbd398856cb445fa4adc2c2c532b47a.pdf
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?	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	

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Procurement Transactions Listing:

1. Vendor Name	BME Associates	Address Line1	10 Liftbridge Ln E
Type of Procurement	Design and Construction/Maintenance	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	FAIRPORT
Award Date		State	NY
End Date		Postal Code	14450
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$5,742.50	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Engineering Services

2. Vendor Name	ECG	Address Line1	P.O. Box 485
Type of Procurement	Design and Construction/Maintenance	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	WAYLAND
Award Date		State	NY
End Date		Postal Code	14572
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$12,690.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Environmental Services

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3. Vendor Name	Greater Rochester Enterprise	Address Line1	100 Chestnut Street
Type of Procurement	Other	Address Line2	Suite 1910
Award Process	Non Contract Procurement/Purchase Order	City	ROCHESTER
Award Date		State	NY
End Date		Postal Code	14604
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$5,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Membership

4. Vendor Name	H. Sichernan & Company	Address Line1	5852 Forest Creek Drive
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	EAST AMHERST
Award Date	4/23/2012	State	NY
End Date	12/31/2012	Postal Code	14051
Fair Market Value		Plus 4	
Amount	\$100,000.00	Province/Region	
Amount Expended For Fiscal Year	\$0.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Grant Management

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5. Vendor Name	Heveron Electric	Address Line1	Lake Road
Type of Procurement	Design and Construction/Maintenance	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	LYNDONVILLE
Award Date		State	NY
End Date		Postal Code	14098
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$5,892.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Electrical Work

6. Vendor Name	Hurwitz & Fine PC	Address Line1	1300 Liberty Building
Type of Procurement	Legal Services	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	BUFFALO
Award Date		State	NY
End Date		Postal Code	14202
Fair Market Value		Plus 4	3670
Amount		Province/Region	
Amount Expended For Fiscal Year	\$55,986.39	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Legal Services

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7. Vendor Name	Mindful Media Group	Address Line1	221 Smallwood Drive
Type of Procurement	Consulting Services	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	SNYDER
Award Date		State	NY
End Date		Postal Code	14226
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$0.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Marketing Support

8. Vendor Name	Takeform	Address Line1	11601 Maple Ridge Road
Type of Procurement	Design and Construction/Maintenance	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	MEDINA
Award Date		State	NY
End Date		Postal Code	14103
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$7,759.80	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Park Sign

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9. Vendor Name	Watson Enterprises	Address Line1	2485 Oak Orchard River Rd
Type of Procurement	Design and Construction/Maintenance	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	MEDINA
Award Date		State	NY
End Date		Postal Code	14103
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$8,500.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Construction Services

Additional Comments