

Procurement Report for Orleans County Local Development Corporation

Fiscal Year Ending: 12/31/2022

Run Date: 03/16/2023

Status: CERTIFIED

Certified Date : 03/16/2023

Procurement Information:

Question	Response	URL (If Applicable)
1. Does the Authority have procurement guidelines?	Yes	https://www.orleansdevelopment.org/_files/ugd/4d4655_c661cef4f0304363b965f9c80f17a808.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?	No	
5. Does the Authority require prospective bidders to sign a non-collusion agreement?	No	
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	County of Orleans Industrial Development Agency	Address Line1	121 North Main Street
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	ALBION
Award Date	3/10/2011	State	NY
End Date		Postal Code	14411
Fair Market Value		Plus 4	
Amount	\$0.00	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	Provide administrative services to the Corporation

2. Vendor Name	Dorothy Daniels	Address Line1	23 Meadowbrook Dr
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	ALBION
Award Date	1/1/2021	State	NY
End Date		Postal Code	14411
Fair Market Value	\$0.00	Plus 4	
Amount	\$0.00	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	The Contractor shall be responsible for running, teaching, and otherwise facilitating the MAP Classes in all respects

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3. Vendor Name	EFPR Group LLC	Address Line1	6390 Main Street
Type of Procurement	Financial Services	Address Line2	Suite 200
Award Process	Non Contract Procurement/Purchase Order	City	WILLIAMSVILLE
Award Date		State	NY
End Date		Postal Code	14221
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	Accounting Services

4. Vendor Name	H. Sichernan & Company	Address Line1	5852 Forest Creek Drive
Type of Procurement	Consulting Services	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	EAST AMHERST
Award Date		State	NY
End Date		Postal Code	14051
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$30,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Professional Services

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5. Vendor Name	Hurwitz & Fine, P.C.	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	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$6,666.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Legal Services

6. Vendor Name	Mindful Media	Address Line1	221 Smallwood Drive
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	SNYDER
Award Date	1/1/2016	State	NY
End Date		Postal Code	14226
Fair Market Value	\$0.00	Plus 4	
Amount	\$0.00	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	Marketing Services

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Additional Comments