

Procurement Report for Orleans County Industrial Development Agency

Fiscal Year Ending: 12/31/2024

Run Date: 03/31/2025

Status: CERTIFIED

Certified Date : 03/31/2025

Procurement Information:

| Question | | Response | URL (If Applicable) |
|----------|---|----------|---|
| 1. | Does the Authority have procurement guidelines? | Yes | https://www.orleansdevelopment.org/_files/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 | EFPR Group, CPAs PLLC | 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 | \$9,499.00 | Country | United States |
| Explain why the Fair Market Value is Less than the Amount | | Procurement Description | Accounting/Auditing |

| | | | |
|--|---|--------------------------------|-----------------------|
| 2. 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 | \$19,382.50 | Country | United States |
| Explain why the Fair Market Value is Less than the Amount | | Procurement Description | Legal Services |

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| | | | |
|--|---|--------------------------------|---------------------|
| 3. 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 | \$50,399.88 | Country | United States |
| Explain why the Fair Market Value is Less than the Amount | | Procurement Description | Marketing Support |

Additional Comments