

Procurement Report for Auburn Industrial Development Agency

Fiscal Year Ending: 12/31/2018

Run Date: 04/17/2019

Status: CERTIFIED

Certified Date : 04/01/2019

Procurement Information:

Question	Response	URL (If Applicable)
1. Does the Authority have procurement guidelines?	Yes	http://www.auburnida.org/policies
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?	No	
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	Bergmann Associates	Address Line1	280 East Broaad Street
Type of Procurement	Consulting Services	Address Line2	Suite 200
Award Process	Authority Contract - Competitive Bid	City	ROCHESTER
Award Date	7/20/2016	State	NY
End Date		Postal Code	14604
Fair Market Value		Plus 4	
Amount	\$54,302.00	Province/Region	
Amount Expended For Fiscal Year	\$9,128.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Conduct environmental studies and provide master planning services for Auburn Technology Park.

2. Vendor Name	Buffington & Hoatland CPAs	Address Line1	213 North Street
Type of Procurement	Financial Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	AUBURN
Award Date	9/16/2015	State	NY
End Date		Postal Code	13021
Fair Market Value		Plus 4	
Amount	\$6,100.00	Province/Region	
Amount Expended For Fiscal Year	\$6,100.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Independent Audit for FY 2017

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3. Vendor Name	Cayuga Economic Development Agency	Address Line1	2 State Street
Type of Procurement	Staffing Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	AUBURN
Award Date	1/1/2018	State	NY
End Date	12/31/2020	Postal Code	13021
Fair Market Value	\$60,000.00	Plus 4	
Amount	\$60,000.00	Province/Region	
Amount Expended For Fiscal Year	\$20,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Staffing

Additional Comments