

Procurement Report for St. Lawrence County Industrial Development Agency

Fiscal Year Ending: 12/31/2018

Run Date: 03/29/2019

Status: CERTIFIED

Certified Date : 03/28/2019

**Procurement Information:**

Question	Response	URL (If Applicable)
1.	Does the Authority have procurement guidelines?	Yes
		<a href="http://www.slcida.com/about-the-slc-ida/bylaws-policies/annual-reports-financial-statements.html">http://www.slcida.com/about-the-slc-ida/bylaws-policies/annual-reports-financial-statements.html</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?	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:**

<b>1. Vendor Name</b>	Aktor Corporation	<b>Address Line1</b>	44 Tivoli St
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	ALBANY
<b>Award Date</b>	1/1/2017	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	12207
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$94,330.88	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$94,330.88	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	J&L Abatement project, specialized service

<b>2. Vendor Name</b>	Development Authority of the North Country	<b>Address Line1</b>	317 Washington St
<b>Type of Procurement</b>	Consulting Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	WATERTOWN
<b>Award Date</b>	6/30/2015	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13601
<b>Fair Market Value</b>	\$100,000.00	<b>Plus 4</b>	
<b>Amount</b>	\$100,000.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$10,499.51	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Consulting services specialized (Rail)

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<b>3. Vendor Name</b>	Development Authority of the North Country	<b>Address Line1</b>	317 Washington St
<b>Type of Procurement</b>	Consulting Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	WATERTOWN
<b>Award Date</b>	10/2/2015	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13601
<b>Fair Market Value</b>	\$76,000.00	<b>Plus 4</b>	
<b>Amount</b>	\$76,000.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$44,912.30	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Consulting Services Specialized (J&L)

<b>4. Vendor Name</b>	Erie Insurance Group	<b>Address Line1</b>	100 Erie Ins Pl
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	ERIE
<b>Award Date</b>		<b>State</b>	PA
<b>End Date</b>		<b>Postal Code</b>	16530
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$38,539.23	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Insurance Company

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<b>5. Vendor Name</b>	Fort Drum Regional Liaison Organization	<b>Address Line1</b>	PO Box 755
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	WATERTOWN
<b>Award Date</b>	1/1/2017	<b>State</b>	NY
<b>End Date</b>	12/31/2019	<b>Postal Code</b>	13601
<b>Fair Market Value</b>	\$5,000.00	<b>Plus 4</b>	
<b>Amount</b>	\$5,000.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$5,000.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Contract

<b>6. Vendor Name</b>	Mohawk Adirondack & Northern Railroad	<b>Address Line1</b>	1 Mill st, Ste 1
<b>Type of Procurement</b>	Design and Construction/Maintenance	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	BATAVIA
<b>Award Date</b>	6/5/2013	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	14020
<b>Fair Market Value</b>	\$662,234.79	<b>Plus 4</b>	
<b>Amount</b>	\$662,234.79	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$662,234.79	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Rail repairs

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<b>7. Vendor Name</b>	Northern New York Newspapers	<b>Address Line1</b>	1 Main St, Suite 103
<b>Type of Procurement</b>	Telecommunication Equipment or Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	CANTON
<b>Award Date</b>	1/1/2018	<b>State</b>	NY
<b>End Date</b>	12/31/2018	<b>Postal Code</b>	13617
<b>Fair Market Value</b>	\$11,044.22	<b>Plus 4</b>	
<b>Amount</b>	\$11,044.22	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$11,044.22	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Marketing Campaign/Legal Notices

<b>8. Vendor Name</b>	Pinto, Mucenski, Hooper & VanHouse, & Co	<b>Address Line1</b>	PO Box 327
<b>Type of Procurement</b>	Financial Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	OGDENSBURG
<b>Award Date</b>	1/1/2018	<b>State</b>	NY
<b>End Date</b>	12/31/2020	<b>Postal Code</b>	13669
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$7,500.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$5,937.50	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Auditors

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<b>9. Vendor Name</b>	Silver & Collins	<b>Address Line1</b>	44 Court St
<b>Type of Procurement</b>	Legal Services	<b>Address Line2</b>	
<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	CANTON
<b>Award Date</b>		<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13617
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$7,000.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Legal Services

<b>10. Vendor Name</b>	Software Solutions Group, Inc.	<b>Address Line1</b>	90 Bryant Woods South
<b>Type of Procurement</b>	Technology - Software	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	AMHERST
<b>Award Date</b>	1/1/2018	<b>State</b>	NY
<b>End Date</b>	12/31/2018	<b>Postal Code</b>	14228
<b>Fair Market Value</b>	\$10,134.00	<b>Plus 4</b>	
<b>Amount</b>	\$10,134.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$10,134.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Software CRM

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<b>11. Vendor Name</b>	The Guardian Life Insurance Co	<b>Address Line1</b>	PO Box 824404
<b>Type of Procurement</b>	Other	<b>Address Line2</b>	
<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	PHILADELPHIA
<b>Award Date</b>		<b>State</b>	PA
<b>End Date</b>		<b>Postal Code</b>	19182
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$8,754.76	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	insurance for employees

<b>12. Vendor Name</b>	Twinstare Technologies	<b>Address Line1</b>	291 Rand Hill Road
<b>Type of Procurement</b>	Technology - Consulting/Development or Support	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	MORRISONVILLE
<b>Award Date</b>	1/1/2017	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	12962
<b>Fair Market Value</b>	\$5,275.55	<b>Plus 4</b>	
<b>Amount</b>	\$5,275.55	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$5,275.55	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	IT service

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**Additional Comments**