

Procurement Report for St. Lawrence County Industrial Development Agency Local Development Corporation

Fiscal Year Ending: 12/31/2019

Run Date: 06/30/2020

Status: CERTIFIED

Certified Date : 06/30/2020

**Procurement Information:**

Question	Response	URL (If Applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="https://slcida.com/wp-content/uploads/2019/10/LDC-19-10-24_Procurement_Policy.pdf">https://slcida.com/wp-content/uploads/2019/10/LDC-19-10-24_Procurement_Policy.pdf</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?	No	
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>	Massena Electric Department	<b>Address Line1</b>	PO Box 209
<b>Type of Procurement</b>	Consulting Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	MASSENA
<b>Award Date</b>	1/1/2019	<b>State</b>	NY
<b>End Date</b>	6/30/2020	<b>Postal Code</b>	13662
<b>Fair Market Value</b>	\$35,000.00	<b>Plus 4</b>	
<b>Amount</b>	\$35,000.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$35,000.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Specialized consulting (power/energy issues)

<b>2. 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>	\$9,000.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$9,000.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Audit services

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<b>3. Vendor Name</b>	Silver & Collins, Attorneys at Law	<b>Address Line1</b>	44 Court Street
<b>Type of Procurement</b>	Legal Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	CANTON
<b>Award Date</b>	6/7/2011	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13617
<b>Fair Market Value</b>	\$7,500.00	<b>Plus 4</b>	
<b>Amount</b>	\$7,500.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$7,500.00	<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>4. Vendor Name</b>	Site-Pro General Contracting	<b>Address Line1</b>	PO Box 5030
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	POTSDAM
<b>Award Date</b>	9/1/2019	<b>State</b>	NY
<b>End Date</b>	12/31/2019	<b>Postal Code</b>	13676
<b>Fair Market Value</b>	\$13,893.60	<b>Plus 4</b>	
<b>Amount</b>	\$13,893.60	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$13,893.60	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Emergency roof repairs

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<b>5. Vendor Name</b>	St. Lawrence County Industrial Development Agency	<b>Address Line1</b>	19 Commerce Lane
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	Suite 1
<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>	\$200,000.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	This was a transfer of funds between two entities per the budget process

**Additional Comments**

Our report was delayed due to COVID and the restrictions of social distancing