

Procurement Report for St. Lawrence County Industrial Development Agency

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/IDA-19-10-25_ProcurementPolicy.pdf">https://slcida.com/wp-content/uploads/2019/10/IDA-19-10-25_ProcurementPolicy.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>  | 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>  | \$919,599.86                         | <b>Province/Region</b>         |  |
| <b>Amount Expended For Fiscal Year</b>                           | \$919,599.86                         | <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>                           | \$7,301.12                                 | <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>                           | \$30,537.94                                | <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>                           | \$34,715.80                             | <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>   | \$75,375.66                              | <b>Plus 4</b>                  |                  |
| <b>Amount</b>  | \$75,375.66                              | <b>Province/Region</b>         |                  |
| <b>Amount Expended For Fiscal Year</b>                           | \$75,375.66                              | <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>  | 1/1/2019                                 | <b>State</b>                   | NY                               |
| <b>End Date</b>  | 12/31/2019                               | <b>Postal Code</b>             | 13617                            |
| <b>Fair Market Value</b>   | \$8,530.57                               | <b>Plus 4</b>                  |                                  |
| <b>Amount</b>  | \$8,530.57                               | <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>  | \$8,300.00                               | <b>Province/Region</b>         |               |
| <b>Amount Expended For Fiscal Year</b>                           | \$8,300.00                               | <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>                           | \$5,500.00                              | <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>10. 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>                           | \$8,865.00                              | <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 |

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**Additional Comments**

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