

**Procurement-Information:**

| Question   | Response | URL (if applicable)   |
|--|----------|---|
| 1. Does the Authority have procurement guidelines?   | Yes      | <a href="http://fairportoced.org/industrial-development-agency/policies.htm">http://fairportoced.org/industrial-development-agency/policies.htm</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      |   |

**Procurement Transactions Listing:**

1. Vendor Name: Fairport Urban Renewal Agency

Type of Procurement: Staffing Services  
 Award Process: Authority Contract - Non-Competitive Bid  
 Award Date: 10/01/2014  
 End Date: 09/30/2015  
 Amount: \$33,673  
 Amount Expended for Fiscal Year: \$33,673  
 Fair market value: \$33,673

Explain why the fair market value is less than the amount:

Address Line1: 31 South Main Street  
 Address Line2:  
 City: FAIRPORT  
 State: NY  
 Postal Code: 14450  
 Plus 4:  
 Province Region:  
 Country: USA  
 Procurement Description: Personal services contract

2. Vendor Name: McConville, Considine, Cooman & Morin, P.C.

Type of Procurement: Legal Services  
 Award Process: Authority Contract - Competitive Bid  
 Award Date: 10/01/2014  
 End Date: 09/30/2015  
 Amount: \$9,000  
 Amount Expended for Fiscal Year: \$22,582  
 Fair market value:

Explain why the fair market value is less than the amount:

Address Line1: 25 East Main Street  
 Address Line2:  
 City: ROCHESTER  
 State: NY  
 Postal Code: 14614  
 Plus 4:  
 Province Region:  
 Country: USA  
 Procurement Description: General counsel, legal services

**Procurement Transactions Listing:**

3. Vendor Name: Perinton Tax & Accounting

Type of Procurement: Financial Services  
Award Process: Authority Contract - Competitive Bid  
Award Date: 12/19/2012  
End Date:  
Amount: \$7,200  
Amount Expended for Fiscal Year: \$7,200  
Fair market value:  
Explain why the fair market value is less than the amount:

Address Line1: 410 Perinton Hills Office Park  
Address Line2:  
City: FAIRPORT  
State: NY  
Postal Code: 14450  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Accounting services

4. Vendor Name: Raymond F. Wager, CPA, P.C.

Type of Procurement: Financial Services  
Award Process: Authority Contract - Competitive Bid  
Award Date: 10/01/2014  
End Date: 12/31/2014  
Amount: \$7,750  
Amount Expended for Fiscal Year: \$7,974  
Fair market value:  
Explain why the fair market value is less than the amount:

Address Line1: 1020 Lehigh Station Road, Suites 2 &  
Address Line2:  
City: HENRIETTA  
State: NY  
Postal Code: 14467  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Audit services of independent accountant

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Procurement Transactions Listing:

Additional Comments: