

**Procurement-Information:**

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="http://fairportoced.org/uploads/IDA/Policies/OCED_ProcurementPolicy.pdf">http://fairportoced.org/uploads/IDA/Policies/OCED_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?	Yes	
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?.	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: BME Associates

Type of Procurement: Other Professional Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 04/21/2015  
End Date:  
Amount: \$7,600  
Amount Expended for Fiscal Year: \$7,600  
Fair market value: \$7,600

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

Address Line1: 10 Liftbridge Lane East  
Address Line2:  
City: FAIRPORT  
State: NY  
Postal Code: 14450  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Professional Design Services

2. Vendor Name: Fairport Urban Renewal Agency

Type of Procurement: Staffing Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 10/01/2015  
End Date: 09/30/2016  
Amount: \$166,969  
Amount Expended for Fiscal Year: \$166,969  
Fair market value: \$166,969

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: Staffing Services

Procurement Transactions Listing:

3. Vendor Name: Harris Beach

Type of Procurement: Legal Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 01/08/2016  
End Date:  
Amount: \$9,289  
Amount Expended for Fiscal Year: \$9,289  
Fair market value: \$9,289

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

Address Line1: 99 Garnsey Road  
Address Line2:  
City: PITTSFORD  
State: NY  
Postal Code: 14534  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Professional Services

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

Type of Procurement: Legal Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 10/01/2015  
End Date: 09/30/2016  
Amount: \$12,000  
Amount Expended for Fiscal Year: \$12,295  
Fair market value: \$12,000

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:

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

Type of Procurement: Financial Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 10/01/2015  
End Date: 12/31/2015  
Amount: \$8,150  
Amount Expended for Fiscal Year: \$8,150  
Fair market value: \$8,150

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

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Procurement Transactions Listing:

Additional Comments: