

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	http://www.fairportoced.org/industrial-development-agency/policies.htm
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	

Procurement Transactions Listing:

<p>1. Vendor Name: BME Associates</p> <p>Type of Procurement: Consulting Services Award Process: Authority Contract - Non-Competitive Bid Award Date: 09/10/2009 End Date: Amount: \$59,500 Amount Expended for Fiscal Year: \$29,051 Fair market value: Explain why the fair market value is less than the amount:</p> <p>Address Line1: 10 Liftbridge Lane East Address Line2: City: FAIRPORT State: NY Postal Code: 14450 Plus 4: Province Region: Country: USA</p> <p>Procurement Description: Engineering consulting services for 15 Parker Street, Fairport, NY project</p>	<p>2. Vendor Name: Bergmann Associates</p> <p>Type of Procurement: Consulting Services Award Process: Authority Contract - Competitive Bid Award Date: 09/19/2011 End Date: Amount: \$46,135 Amount Expended for Fiscal Year: \$41,521.5 Fair market value: Explain why the fair market value is less than the amount:</p> <p>Address Line1: 28 East Main Street Address Line2: City: ROCHESTER State: NY Postal Code: 14614 Plus 4: Province Region: Country: USA</p> <p>Procurement Description: Consulting services for northwest quadrant master plan</p>
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Procurement Transactions Listing:

3. Vendor Name: Fairport Urban Renewal Agency

4. Vendor Name: LaBella Associates, P.C.

Type of Procurement: Staffing Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 10/01/2011
 End Date: 09/30/2012
 Amount: \$49,058
 Amount Expended for Fiscal Year: \$49,058
 Fair market value: \$49,058

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

Type of Procurement: Other Professional Services
 Award Process: Authority Contract - Competitive Bid
 Award Date: 09/28/2011
 End Date:
 Amount: \$6,640
 Amount Expended for Fiscal Year: \$7,897
 Fair market value:

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

Address Line1: 300 State Street, Suite 201
 Address Line2:
 City: ROCHESTER
 State: NY
 Postal Code: 14614
 Plus 4:
 Province Region:
 Country: USA
 Procurement Description: Environmental consulting at 15 Parker Street, Fairport, NY

Procurement Transactions Listing:

<p>5. Vendor Name: McConville, Considine, Cooman & Morin, P.C.</p> <p>Type of Procurement: Legal Services</p> <p>Award Process: Authority Contract - Competitive Bid</p> <p>Award Date: 10/01/2011</p> <p>End Date: 09/30/2012</p> <p>Amount: \$8,280</p> <p>Amount Expended for Fiscal Year: \$17,070</p> <p>Fair market value:</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 25 East Main Street</p> <p>Address Line2:</p> <p>City: ROCHESTER</p> <p>State: NY</p> <p>Postal Code: 14614</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: General counsel, legal services</p>	<p>6. Vendor Name: McCord Snyder Landscape Architecture, PLLC</p> <p>Type of Procurement: Design and Construction/Maintenance</p> <p>Award Process: Authority Contract - Competitive Bid</p> <p>Award Date: 08/17/2012</p> <p>End Date:</p> <p>Amount: \$12,000</p> <p>Amount Expended for Fiscal Year: \$0</p> <p>Fair market value:</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 2129 Five Mile Line Road</p> <p>Address Line2:</p> <p>City: PENFIELD</p> <p>State: NY</p> <p>Postal Code: 14526</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: Professional services for canalside and waterfront improvement project</p>
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Procurement Transactions Listing:

7. Vendor Name: Perinton Tax & Accounting

Type of Procurement: Financial Services
Award Process: Authority Contract - Competitive Bid
Award Date: 10/01/2011
End Date: 09/30/2012
Amount: \$7,200
Amount Expended for Fiscal Year: \$7,875

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

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

Type of Procurement: Financial Services
Award Process: Authority Contract - Competitive Bid
Award Date: 10/01/2011
End Date: 09/30/2013
Amount: \$7,375
Amount Expended for Fiscal Year: \$7,375

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

Procurement Transactions Listing:

Additional Comments: