

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	www.otsegonow.com
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:

<p>1. Vendor Name: CFO for Hire</p> <p>Type of Procurement: Consulting Services Award Process: Authority Contract - Non-Competitive Bid Award Date: 02/25/2016 End Date: Amount: \$9,407.33 Amount Expended for Fiscal Year: \$9,407.33 Fair market value: \$9,407.33</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: c/o BST Address Line2: 26 Computer Drive City: ALBANY State: NY Postal Code: 12205 Plus 4: Province Region: Country: USA</p> <p>Procurement Description: accounting and bookkeeping services</p>	<p>2. Vendor Name: Camoin Associates</p> <p>Type of Procurement: Consulting Services Award Process: Authority Contract - Non-Competitive Bid Award Date: 06/12/2015 End Date: Amount: \$24,000 Amount Expended for Fiscal Year: \$24,000 Fair market value: \$24,000</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 120 West Avenue, Suite 303 Address Line2: City: SARATOGA SPRINGS State: NY Postal Code: 12866 Plus 4: Province Region: Country: USA</p> <p>Procurement Description: Grantwriting services</p>
---	---

Procurement Transactions Listing:

3. Vendor Name: Clark Patterson Lee

Type of Procurement: Design and Construction/Maintenance
Award Process: Authority Contract - Competitive Bid
Award Date: 08/27/2015
End Date:
Amount: \$97,575
Amount Expended for Fiscal Year: \$97,575
Fair market value:
Explain why the fair market value is less than the amount:

Address Line1: 205 St Paul Street, Suite 500
Address Line2:
City: ROCHESTER
State: NY
Postal Code: 14604
Plus 4:
Province Region:
Country: USA

Procurement Description: engineering study and initial design concerning Oneonta Rail Yards

4. Vendor Name: Delaware Engineering

Type of Procurement: Consulting Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 08/06/2014
End Date:
Amount: \$22,090
Amount Expended for Fiscal Year: \$22,090
Fair market value: \$22,090
Explain why the fair market value is less than the amount:

Address Line1: 28 Madison Avenue Extension
Address Line2:
City: ALBANY
State: NY
Postal Code: 12203
Plus 4:
Province Region:
Country: USA

Procurement Description: SEQR and site readiness engineering and services for Richfield Springs, and Hartwick Table Rock site, and Oneonta Rail Yards

Procurement Transactions Listing:

5. Vendor Name: Doyle Consulting

Type of Procurement: Consulting Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 04/28/2016
End Date:
Amount: \$19,853
Amount Expended for Fiscal Year: \$19,853
Fair market value: \$19,853

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

Address Line1: 45 Lewis St
Address Line2:
City: BINGHAMTON
State: NY
Postal Code: 13901
Plus 4:
Province Region:
Country: USA

Procurement Description: Workforce development services including programming, direct work with clients, and grantseeking

6. Vendor Name: Elan Planning

Type of Procurement: Consulting Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 08/13/2014
End Date:
Amount: \$322,202
Amount Expended for Fiscal Year: \$322,202
Fair market value: \$322,202

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

Address Line1: 18 Division Street
Address Line2: Studio 304
City: SARATOGA SPRINGS
State: NY
Postal Code: 12866
Plus 4:
Province Region:
Country: USA

Procurement Description: Consulting and strategic planning services for comprehensive plans for Village of Cooperstown and the Village and Town of Richfield Springs, and consulting services for the Food & Beverage Innovation Center feasibility study

Procurement Transactions Listing:

7. Vendor Name: Elsevier

Type of Procurement: Technology - Consulting/Development or Sup
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 06/17/2015
End Date:
Amount: \$8,138
Amount Expended for Fiscal Year: \$8,138
Fair market value: \$8,138

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

Address Line1: 1600 JFK Boulevard, Suite 1800
Address Line2:
City: PHILADELPHIA
State: PA
Postal Code: 19103
Plus 4:
Province Region:
Country: USA

Procurement Description: training package, via software and online, for direct service professionals training

8. Vendor Name: Fairweather Consulting

Type of Procurement: Consulting Services
Award Process: Authority Contract - Competitive Bid
Award Date: 09/24/2015
End Date: 01/05/2016
Amount: \$7,500
Amount Expended for Fiscal Year: \$7,500
Fair market value:

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

Address Line1: 124 Main St, Suite 2
Address Line2:
City: NEW PALTZ
State: NY
Postal Code: 12561
Plus 4:
Province Region:
Country: USA

Procurement Description: consulting services related to strategic plan

Procurement Transactions Listing:

9. Vendor Name: Fox Hollow Nursery

Type of Procurement: Design and Construction/Maintenance
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 07/04/2013
End Date:
Amount: \$6,530
Amount Expended for Fiscal Year: \$6,530
Fair market value: \$6,530

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

Address Line1: 2751 Route 23
Address Line2:
City: WEST ONEONTA
State: NY
Postal Code: 13861
Plus 4:
Province Region:
Country: USA

Procurement Description: mowing and maintenance of several fields and lawns on agencyowned land

10. Vendor Name: Hodgson Russ

Type of Procurement: Legal Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 01/01/2015
End Date:
Amount: \$18,438
Amount Expended for Fiscal Year: \$18,438
Fair market value: \$18,438

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

Address Line1: 677 Broadway
Address Line2:
City: ALBANY
State: NY
Postal Code: 12207
Plus 4:
Province Region:
Country: USA

Procurement Description: Legal services

Procurement Transactions Listing:

11. Vendor Name: Jackson Lewis

Type of Procurement: Legal Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 01/28/2016
End Date:
Amount: \$15,000
Amount Expended for Fiscal Year: \$15,000
Fair market value: \$15,000

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

Address Line1: 677 Broadway
Address Line2: 9th Floor
City: ALBANY
State: NY
Postal Code: 12207
Plus 4:
Province Region:
Country: USA

Procurement Description: legal and lobbying services

12. Vendor Name: Kaatskill Mountain Surveyors

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Competitive Bid
Award Date: 06/23/2016
End Date:
Amount: \$5,250
Amount Expended for Fiscal Year: \$5,250
Fair market value:

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

Address Line1: PO Box 1404
Address Line2:
City: ONEONTA
State: NY
Postal Code: 13820
Plus 4:
Province Region:
Country: USA

Procurement Description: surveying, appraisal, and subdivision work on several parcels of land

Procurement Transactions Listing:

13. Vendor Name: Kurt D. Schulte

14. Vendor Name: MELEX

Type of Procurement: Legal Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 01/02/2014
 End Date:
 Amount: \$6,915
 Amount Expended for Fiscal Year: \$6,915
 Fair market value: \$6,915

Type of Procurement: Other
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 05/01/2014
 End Date: 12/31/2018
 Amount: \$38,000
 Amount Expended for Fiscal Year: \$38,000
 Fair market value: \$38,000

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

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

Address Line1: 12 Club Avenue
 Address Line2:
 City: ONEONTA
 State: NY
 Postal Code: 13820
 Plus 4:
 Province Region:
 Country: USA

Address Line1: 330 Pony Farm Road
 Address Line2:
 City: ONEONTA
 State: NY
 Postal Code: 13820
 Plus 4:
 Province Region:
 Country: USA

Procurement Description: legal services

Procurement Description: Leased office space 2016

Procurement Transactions Listing:

15. Vendor Name: MVEDD

Type of Procurement: Other
Award Process: Non Contract Procurement/Purchase Order
Award Date:
End Date:
Amount:
Amount Expended for Fiscal Year: \$5,000
Fair market value:
Explain why the fair market value is less than the amount:

Address Line1: 26 West Main St
Address Line2:
City: MOHAWK
State: NY
Postal Code: 13407
Plus 4:
Province Region:
Country: USA
Procurement Description: Membership organization

16. Vendor Name: Mathes Public Affairs

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Competitive Bid
Award Date: 01/09/2014
End Date: 12/31/2019
Amount: \$29,159
Amount Expended for Fiscal Year: \$29,159
Fair market value:
Explain why the fair market value is less than the amount:

Address Line1: 24 Molly White Drive
Address Line2:
City: COXSACKIE
State: NY
Postal Code: 12051
Plus 4:
Province Region:
Country: USA
Procurement Description: Contract for services: leadership, strategic planning, site development, IDA transition, business attraction and development, management

Procurement Transactions Listing:

17. Vendor Name: Mostert, Manzanero and Scott

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 10/01/2015
End Date:
Amount: \$7,300
Amount Expended for Fiscal Year: \$7,300
Fair market value: \$7,300

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

Address Line1: 4 Associate Drive
Address Line2:
City: ONEONTA
State: NY
Postal Code: 13820
Plus 4:
Province Region:
Country: USA

Procurement Description: Certified financial audit for FY 2015

18. Vendor Name: NYS EDC

Type of Procurement: Other Professional Services
Award Process: Non Contract Procurement/Purchase Order
Award Date:
End Date:
Amount:
Amount Expended for Fiscal Year: \$7,645
Fair market value:

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

Address Line1: 111 Washington Ave
Address Line2:
City: ALBANY
State: NY
Postal Code: 12210
Plus 4:
Province Region:
Country: USA

Procurement Description: Education & training, conferences, marketing and promotion

Procurement Transactions Listing:

<p>19. Vendor Name: Oneonta Youth Soccer Association</p> <p>Type of Procurement: Other Professional Services</p> <p>Award Process: Authority Contract - Non-Competitive Bid</p> <p>Award Date: 01/01/2016</p> <p>End Date: 12/31/2016</p> <p>Amount: \$33,500</p> <p>Amount Expended for Fiscal Year: \$33,500</p> <p>Fair market value: \$33,500</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: PO Box 303</p> <p>Address Line2:</p> <p>City: ONEONTA</p> <p>State: NY</p> <p>Postal Code: 13820</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: Maintenance of fields, scoreboards, bleachers, irrigation, concession stand for former Soccer Hall of Fame property, per mandate by NYS Supreme Court</p>	<p>20. Vendor Name: Paperkite Creative</p> <p>Type of Procurement: Consulting Services</p> <p>Award Process: Authority Contract - Competitive Bid</p> <p>Award Date: 05/28/2014</p> <p>End Date:</p> <p>Amount: \$28,350</p> <p>Amount Expended for Fiscal Year: \$28,350</p> <p>Fair market value:</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: PO Box 214</p> <p>Address Line2:</p> <p>City: HARTWICK</p> <p>State: NY</p> <p>Postal Code: 13348</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: Brand/logo/website, annual report creation & publication, social media contract, creative services for Otsego Now and Training Center, social media, ongoing support</p>
--	--

Procurement Transactions Listing:

21. Vendor Name: Philadelphia Insurance Company

Type of Procurement: Financial Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 01/01/2016
End Date: 12/31/2016
Amount: \$14,832
Amount Expended for Fiscal Year: \$14,832
Fair market value: \$14,832

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

Address Line1: One Bala Plaza
Address Line2: suite 100
City: BALA CYNWYD
State: PA
Postal Code: 19004
Plus 4:
Province Region:
Country: USA

Procurement Description: Commercial insurance packages

22. Vendor Name: Shelter Planning

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 05/07/2014
End Date:
Amount: \$44,000
Amount Expended for Fiscal Year: \$44,000
Fair market value: \$44,000

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

Address Line1: 94 Glenwood Avenue
Address Line2:
City: QUEENSBURY
State: NY
Postal Code: 12804
Plus 4:
Province Region:
Country: USA

Procurement Description: grant admin and delivery for 4 different CDBG grants

Procurement Transactions Listing:

23. Vendor Name: Southern Tier East Regional Planning and Development Board

Type of Procurement: Other
Award Process: Non Contract Procurement/Purchase Order
Award Date:
End Date:
Amount:
Amount Expended for Fiscal Year: \$5,000
Fair market value:
Explain why the fair market value is less than the amount:

Address Line1: 45 Lewis St
Address Line2: #222
City: BINGHAMTON
State: NY
Postal Code: 13901
Plus 4:
Province Region:
Country: USA

Procurement Description: membership organization for ARC and EDA funding

24. Vendor Name: Tammy Barry

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Competitive Bid
Award Date: 01/22/2015
End Date:
Amount: \$12,647
Amount Expended for Fiscal Year: \$12,647
Fair market value:
Explain why the fair market value is less than the amount:

Address Line1: PO Box 1223
Address Line2:
City: COOPERSTOWN
State: NY
Postal Code: 13326
Plus 4:
Province Region:
Country: USA

Procurement Description: curriculum creation and instruction services

Procurement Transactions Listing:

25. Vendor Name: The Village Printer

Type of Procurement: Design and Construction/Maintenance
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 03/24/2016
End Date:
Amount: \$5,211
Amount Expended for Fiscal Year: \$5,211
Fair market value: \$5,211

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

Address Line1: 330 Pony Farm Road
Address Line2:
City: ONEONTA
State: NY
Postal Code: 13820
Plus 4:
Province Region:
Country: USA

Procurement Description: sign design and creation

26. Vendor Name: Wilson Elser

Type of Procurement: Legal Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 01/07/2016
End Date:
Amount: \$40,000
Amount Expended for Fiscal Year: \$40,000
Fair market value: \$40,000

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

Address Line1: 677 Broadway
Address Line2:
City: ALBANY
State: NY
Postal Code: 12207
Plus 4:
Province Region:
Country: USA

Procurement Description: legal services and lobbying

Procurement Transactions Listing:Additional Comments:

The board of directors of the County of Otsego IDA voted on February 23, 2017, to approve this Procurement Report and to submit it to the ABO. This report will be posted to our website, www.otsegonow.com, by 3/31/2017.