

Procurement Report for Utica Urban Renewal Agency

Fiscal Year Ending: 03/31/2023

Run Date: 06/15/2023

Status: CERTIFIED

Certified Date : 06/15/2023

**Procurement Information:**

Question		Response	URL (If Applicable)
1.	Does the Authority have procurement guidelines?	Yes	<a href="http://www.cityofutica.com">www.cityofutica.com</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?	No	
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?	No	
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?	No	

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**Procurement Transactions Listing:**

<b>1. Vendor Name</b>	Bonadio & Co.	<b>Address Line1</b>	7936 Seneca Turnpike
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	CLINTON
<b>Award Date</b>	3/24/2021	<b>State</b>	NY
<b>End Date</b>	6/30/2021	<b>Postal Code</b>	13323
<b>Fair Market Value</b>	\$5,400.00	<b>Plus 4</b>	
<b>Amount</b>	\$5,400.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$5,400.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	audit services

<b>2. Vendor Name</b>	Earthworks Unlimited	<b>Address Line1</b>	162 McIntyre Road
<b>Type of Procurement</b>	Design and Construction/Maintenance	<b>Address Line2</b>	
<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	FRANKFORT
<b>Award Date</b>		<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13340
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$9,793.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	heavy equipment rental

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<b>3. Vendor Name</b>	Eggan Excavating	<b>Address Line1</b>	7439 Townline Road
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	ROME
<b>Award Date</b>	2/3/2023	<b>State</b>	NY
<b>End Date</b>	2/10/2023	<b>Postal Code</b>	13440
<b>Fair Market Value</b>	\$10,270.00	<b>Plus 4</b>	
<b>Amount</b>	\$10,270.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$10,270.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Services for demolition

<b>4. Vendor Name</b>	Eisenbach & Ruhnke Engineering	<b>Address Line1</b>	291 Genesee Street
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	UTICA
<b>Award Date</b>		<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13501
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$5,729.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	construction monitoring services

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<b>5. Vendor Name</b>	HNY Environmental	<b>Address Line1</b>	430 Catherine Street
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	UTICA
<b>Award Date</b>	4/1/2023	<b>State</b>	NY
<b>End Date</b>	3/31/2024	<b>Postal Code</b>	13501
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$12,900.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$12,900.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	construction monitoring services

<b>6. Vendor Name</b>	March Associates	<b>Address Line1</b>	258 Genesee Street
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	UTICA
<b>Award Date</b>	1/20/2023	<b>State</b>	NY
<b>End Date</b>	3/31/2023	<b>Postal Code</b>	13502
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$10,083.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$10,083.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	architectural services

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<b>7. Vendor Name</b>	Marshall & Sterling Upstate, Inc.	<b>Address Line1</b>	113 Saratoga Road
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Purchased Under State Contract	<b>City</b>	GLENVILLE
<b>Award Date</b>		<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	12302
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$15,221.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Insurance coverage

<b>8. Vendor Name</b>	Oneida-Herkimer Solid Waste Authority	<b>Address Line1</b>	1600 Genesee Street
<b>Type of Procurement</b>	Other	<b>Address Line2</b>	
<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	UTICA
<b>Award Date</b>		<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13502
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$110,091.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	trash/demolition material removal

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<b>9. Vendor Name</b>	SCI Plywood	<b>Address Line1</b>	1 Church Street
<b>Type of Procurement</b>	Commodities/Supplies	<b>Address Line2</b>	
<b>Award Process</b>	Purchased Under State Contract	<b>City</b>	NEW YORK MILLS
<b>Award Date</b>		<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13417
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$5,808.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	plywood for boarding up abandoned buildings

<b>10. Vendor Name</b>	Stropp Appraisal	<b>Address Line1</b>	9535 Money Road
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	BREWERTON
<b>Award Date</b>	3/3/2023	<b>State</b>	NY
<b>End Date</b>	3/31/2023	<b>Postal Code</b>	13029
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$5,500.00	<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>	appraisal services

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<b>11. Vendor Name</b>	WFXV/WPNY	<b>Address Line1</b>	201 Humboldt Street
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	UTICA
<b>Award Date</b>	4/1/2016	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13501
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$14,995.27	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$13,500.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	City Limits advertising

**Additional Comments**