

Procurement Report for Utica Urban Renewal Agency

Fiscal Year Ending: 03/31/2024

 Run Date: 06/25/2024  
 Status: CERTIFIED  
 Certified Date : 06/25/2024

**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>  | 3/24/2023                                | <b>State</b>                   | NY                   |
| <b>End Date</b>  | 6/30/2024                                | <b>Postal Code</b>             | 13323                |
| <b>Fair Market Value</b>   | \$7,500.00                               | <b>Plus 4</b>                  |                      |
| <b>Amount</b>  | \$7,500.00                               | <b>Province/Region</b>         |                      |
| <b>Amount Expended For Fiscal Year</b>                           | \$7,500.00                               | <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>  | Central NY Construction              | <b>Address Line1</b>           | 8228 State Rte 28 |
| <b>Type of Procurement</b>                                       | Design and Construction/Maintenance  | <b>Address Line2</b>           |                   |
| <b>Award Process</b>   | Authority Contract - Competitive Bid | <b>City</b>                    | BARNEVELD         |
| <b>Award Date</b>  | 6/6/2023                             | <b>State</b>                   | NY                |
| <b>End Date</b>  | 7/31/2023                            | <b>Postal Code</b>             | 13304             |
| <b>Fair Market Value</b>   |                                      | <b>Plus 4</b>                  |                   |
| <b>Amount</b>  | \$66,800.00                          | <b>Province/Region</b>         |                   |
| <b>Amount Expended For Fiscal Year</b>                           | \$66,800.00                          | <b>Country</b>                 | United States     |
| <b>Explain why the Fair Market Value is Less than the Amount</b> |                                      | <b>Procurement Description</b> | mowing services   |

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|  |                                      |                                |                 |
|--|--------------------------------------|--------------------------------|-----------------|
| <b>3. Vendor Name</b>  | Central Paving                       | <b>Address Line1</b>           | 4247 Acme Road  |
| <b>Type of Procurement</b>                                       | Design and Construction/Maintenance  | <b>Address Line2</b>           |                 |
| <b>Award Process</b>   | Authority Contract - Competitive Bid | <b>City</b>                    | FRANKFORT       |
| <b>Award Date</b>  | 6/26/2023                            | <b>State</b>                   | NY              |
| <b>End Date</b>  | 10/31/2023                           | <b>Postal Code</b>             | 13340           |
| <b>Fair Market Value</b>   |                                      | <b>Plus 4</b>                  |                 |
| <b>Amount</b>  | \$135,919.20                         | <b>Province/Region</b>         |                 |
| <b>Amount Expended For Fiscal Year</b>                           | \$135,919.20                         | <b>Country</b>                 | United States   |
| <b>Explain why the Fair Market Value is Less than the Amount</b> |                                      | <b>Procurement Description</b> | paving services |

|  |   |                                |                       |
|--|---|--------------------------------|-----------------------|
| <b>4. Vendor Name</b>  | Cornerstone Community Church            | <b>Address Line1</b>           | 500 Plant St          |
| <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>                    | 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>                           | \$40,810.64                             | <b>Country</b>                 | United States         |
| <b>Explain why the Fair Market Value is Less than the Amount</b> |   | <b>Procurement Description</b> | Green Team assistance |

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|--|--------------------------------------|--------------------------------|------------------|
| <b>5. Vendor Name</b>  | Delta Engineers                      | <b>Address Line1</b>           | 4873 NYS Rte 5   |
| <b>Type of Procurement</b>                                       | Other Professional Services          | <b>Address Line2</b>           |                  |
| <b>Award Process</b>   | Authority Contract - Competitive Bid | <b>City</b>                    | VERNON           |
| <b>Award Date</b>  | 1/2/2023                             | <b>State</b>                   | NY               |
| <b>End Date</b>  |                                      | <b>Postal Code</b>             | 13476            |
| <b>Fair Market Value</b>   |                                      | <b>Plus 4</b>                  |                  |
| <b>Amount</b>  | \$9,220.00                           | <b>Province/Region</b>         |                  |
| <b>Amount Expended For Fiscal Year</b>                           | \$9,220.00                           | <b>Country</b>                 | United States    |
| <b>Explain why the Fair Market Value is Less than the Amount</b> |                                      | <b>Procurement Description</b> | provided surveys |

|  |                                   |                                |                    |
|--|-----------------------------------|--------------------------------|--------------------|
| <b>6. 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>                           | \$12,672.75                       | <b>Country</b>                 | United States      |
| <b>Explain why the Fair Market Value is Less than the Amount</b> |                                   | <b>Procurement Description</b> | Insurance coverage |

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|--|--------------------------------------|--------------------------------|-----------------------|
| <b>7. Vendor Name</b>  | National Bldg Restoration            | <b>Address Line1</b>           | 1010 Tilden Ave       |
| <b>Type of Procurement</b>                                       | Design and Construction/Maintenance  | <b>Address Line2</b>           |                       |
| <b>Award Process</b>   | Authority Contract - Competitive Bid | <b>City</b>                    | UTICA                 |
| <b>Award Date</b>  | 3/6/2023                             | <b>State</b>                   | NY                    |
| <b>End Date</b>  | 5/15/2023                            | <b>Postal Code</b>             | 13501                 |
| <b>Fair Market Value</b>   |                                      | <b>Plus 4</b>                  |                       |
| <b>Amount</b>  | \$88,764.52                          | <b>Province/Region</b>         |                       |
| <b>Amount Expended For Fiscal Year</b>                           | \$88,764.52                          | <b>Country</b>                 | United States         |
| <b>Explain why the Fair Market Value is Less than the Amount</b> |                                      | <b>Procurement Description</b> | construction services |

|  |   |                                |                                   |
|--|---|--------------------------------|-----------------------------------|
| <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>                           | \$23,730.00                             | <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>  | Tori Risucci                            | <b>Address Line1</b>           | 32 Meadowbrook Dr    |
| <b>Type of Procurement</b>                                       | Other                                   | <b>Address Line2</b>           |                      |
| <b>Award Process</b>   | Non Contract Procurement/Purchase Order | <b>City</b>                    | NEW HARTFORD         |
| <b>Award Date</b>  |   | <b>State</b>                   | NY                   |
| <b>End Date</b>  |   | <b>Postal Code</b>             | 13413                |
| <b>Fair Market Value</b>   |   | <b>Plus 4</b>                  |                      |
| <b>Amount</b>  |   | <b>Province/Region</b>         |                      |
| <b>Amount Expended For Fiscal Year</b>                           | \$15,500.00                             | <b>Country</b>                 | United States        |
| <b>Explain why the Fair Market Value is Less than the Amount</b> |   | <b>Procurement Description</b> | photography services |

|  |                                      |                                |                         |
|--|--------------------------------------|--------------------------------|-------------------------|
| <b>10. 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>  | \$14,700.00                          | <b>Province/Region</b>         |                         |
| <b>Amount Expended For Fiscal Year</b>                           | \$14,700.00                          | <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 |

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|--|---|--------------------------------|-----------------|
| <b>11. Vendor Name</b>   | Whiteman, Osterman and Hanna            | <b>Address Line1</b>           | 1 Commece Plaza |
| <b>Type of Procurement</b>                                       | Legal Services                          | <b>Address Line2</b>           | FI 19           |
| <b>Award Process</b>   | Non Contract Procurement/Purchase Order | <b>City</b>                    | ALBANY          |
| <b>Award Date</b>  |   | <b>State</b>                   | NY              |
| <b>End Date</b>  |   | <b>Postal Code</b>             | 12210           |
| <b>Fair Market Value</b>   |   | <b>Plus 4</b>                  |                 |
| <b>Amount</b>  |   | <b>Province/Region</b>         |                 |
| <b>Amount Expended For Fiscal Year</b>                           | \$12,146.58                             | <b>Country</b>                 | United States   |
| <b>Explain why the Fair Market Value is Less than the Amount</b> |   | <b>Procurement Description</b> | legal services  |

#### Additional Comments