

Procurement Report for Utica Harbor Point Local Development Corporation

Fiscal Year Ending: 03/31/2020

Run Date: 07/29/2020

Status: CERTIFIED

Certified Date : 07/29/2020

**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>	3/1/2019	<b>State</b>	NY
<b>End Date</b>	6/30/2019	<b>Postal Code</b>	13323
<b>Fair Market Value</b>	\$6,750.00	<b>Plus 4</b>	
<b>Amount</b>	\$6,750.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$6,750.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	audit fee

<b>2. Vendor Name</b>	DH Smith Company	<b>Address Line1</b>	2190 Oneida Street
<b>Type of Procurement</b>	Design and Construction/Maintenance	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	CLAYVILLE
<b>Award Date</b>	7/25/2018	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13322
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$1,116,094.48	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$55,804.73	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	site preparation for Harbor Point (DSA-1)

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<b>3. Vendor Name</b>	Elan Planning	<b>Address Line1</b>	18 Division Street
<b>Type of Procurement</b>	Consulting Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	SARATOGA SPRINGS
<b>Award Date</b>	4/2/2018	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	12866
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$148,185.66	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$148,185.66	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	general planning and coordination of redevelopment efforts for Harbor Point

<b>4. Vendor Name</b>	Harris Beach, PLLC	<b>Address Line1</b>	726 Exchange Street
<b>Type of Procurement</b>	Legal Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	BUFFALO
<b>Award Date</b>	2/21/2018	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	14210
<b>Fair Market Value</b>	\$32,362.71	<b>Plus 4</b>	
<b>Amount</b>	\$32,362.71	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$32,362.71	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	legal fees

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<b>5. Vendor Name</b>	Oneida Herkiner Solid Waste	<b>Address Line1</b>	1600 Genesee Street
<b>Type of Procurement</b>	Other	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	UTICA
<b>Award Date</b>	8/1/2019	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13502
<b>Fair Market Value</b>	\$65,612.50	<b>Plus 4</b>	
<b>Amount</b>	\$65,612.50	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$65,612.50	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Disposal of contaminated soils

<b>6. Vendor Name</b>	Scalzo, Zogby & Wittig	<b>Address Line1</b>	120 Lomond Court
<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>	13502
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$6,291.78	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	property insurance

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<b>7. Vendor Name</b>	Tioga Construction	<b>Address Line1</b>	333 Gros Blvd
<b>Type of Procurement</b>	Design and Construction/Maintenance	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	HERKIMER
<b>Award Date</b>	1/14/2019	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13350
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$5,651,599.02	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$5,651,599.02	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	bulkhead rebuilding at Harbor Point

Additional Comments