

Procurement-Information:

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

Procurement Transactions Listing:

1. Vendor Name: Bond, Scoeneck and King, PLLC

2. Vendor Name: Gruver, Zweifel and Scott, LLP

Type of Procurement: Legal Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 02/13/2009
 End Date:
 Amount: \$57,962.23
 Amount Expended for Fiscal Year: \$0
 Fair market value: \$57,962.23

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

Address Line1: 501 Main Street
 Address Line2:
 City: UTICA
 State: NY
 Postal Code: 13501
 Plus 4:
 Province Region:
 Country: USA
 Procurement Description: general counsel to UIDA

Type of Procurement: Financial Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 12/05/2011
 End Date: 12/31/2011
 Amount: \$5,200
 Amount Expended for Fiscal Year: \$5,200
 Fair market value: \$5,200

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

Address Line1: 7936 Seneca Turnpike
 Address Line2:
 City: CLINTON
 State: NY
 Postal Code: 13323
 Plus 4:
 Province Region:
 Country: USA
 Procurement Description: Preparation of Audit and Annual Report

Procurement Transactions Listing:

Additional Comments: