

# PROCUREMENT INFORMATION

## Procurement Guidelines

1. Does the Authority have procurement guidelines?

Yes  No

[www.chemunacountyida.com](http://www.chemunacountyida.com)

2. Are the procurement guidelines reviewed annually, amended if needed, and approved by the Board?

Yes  No

3. Does the Authority allow for exceptions to the procurement guidelines?

Yes  No

\* 4. Does the Authority assign credit cards to employees for travel and/or business purchases?

Yes  No

\* 5. Does the Authority require prospective bidders to sign a non-collusion agreement?

Yes  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?

Yes  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  No

## Impermissible Contacts

\* 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?

Yes  No

If Yes, was a record made of this impermissible contact?

Yes  No

\* 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  No

# PROCUREMENT TRANSACTIONS

**Vendor Name:**

**Procurement Description:**

**Type of Procurement:**

**Award Process:**

**Award Date:**

**End Date (choose one):**    No End Date

**Fair Market Value:**

**Amount:** \$

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

**Amount Expended for Fiscal Year:** \$

Vendor Address

**Address Line 1:**

**Address Line 2:**

**City:**

**State:**

**Postal Code:**

**Plus 4:**

**Province/Region:**

**Country:**  USA  Other

# VIEW PROCUREMENT TRANSACTIONS

**Vendor Name:** Southern Tier Economic Growth, Inc.

**Procurement Description:** Administrative Agreement

**Type of Procurement:** Other Professional Services

**Award Process:** Authority Contract - Non-Competitive Bid

**Award Date:** 01/01/2015

**End Date (choose one):**  12/31/2016  
 No End Date

**Fair Market Value:** 5,000.00

**Amount:** \$ 5,000.00

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

**Amount Expended for Fiscal Year:** \$ 5,000.00

Vendor Address

**Address Line 1:** 400 East Church St.

**Address Line 2:**

**City:** ELMIRA

**State:** NY

**Postal Code:** 14901

**Plus 4:**

**Province/Region:**

**Country:**  USA  Other

Authority's Procurement Officer Effective March 31, 2017: Tara Cofone