

**Procurement-Information:**

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="http://www.capitalizealbany.com">www.capitalizealbany.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?	Yes	
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"?	No	
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:	Albany Convention Center Authority	2. Vendor Name:	Center for Economic Growth
Type of Procurement:	Other Professional Services	Type of Procurement:	Other Professional Services
Award Process:	Authority Contract - Non-Competitive Bid	Award Process:	Non Contract Procurement/Purchase Order
Award Date:	02/24/2010	Award Date:	
End Date:	12/31/2011	End Date:	
Amount:	\$31,325.69	Amount:	
Amount Expended for Fiscal Year:	\$31,325.69	Amount Expended for Fiscal Year:	\$10,000
Address Line1:	386 Broadway	Address Line1:	63 State Street
Address Line2:		Address Line2:	
City:	ALBANY	City:	ALBANY
State:	NY	State:	NY
Postal Code:	12207	Postal Code:	12207
Plus 4:		Plus 4:	2502
Province Region:		Province Region:	
Country:	USA	Country:	USA
Procurement Description:	License Fee	Procurement Description:	Membership

Procurement Transactions Listing:

<p>3. Vendor Name: City of Albany</p> <p>Type of Procurement: Other Professional Services  Award Process: Non Contract Procurement/Purchase Order  Award Date:  End Date:  Amount:  Amount Expended for Fiscal Year: \$308,742</p> <p>Address Line1: 24 Eagle Street  Address Line2:  City: ALBANY  State: NY  Postal Code: 12207  Plus 4:  Province Region:  Country: USA</p> <p>Procurement Description: Economic development professional services</p>	<p>4. Vendor Name: Frank Quakenbush</p> <p>Type of Procurement: Design and Construction/Maintenance  Award Process: Non Contract Procurement/Purchase Order  Award Date:  End Date:  Amount:  Amount Expended for Fiscal Year: \$14,752.76</p> <p>Address Line1: 60 Amsterdam Ave  Address Line2:  City: MENANDS  State: NY  Postal Code: 12204  Plus 4:  Province Region:  Country: USA</p> <p>Procurement Description: Property construction and maintenance</p>
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Procurement Transactions Listing:

5. Vendor Name: Fuller & O'Brien

Type of Procurement: Other Professional Services  
Award Process: Non Contract Procurement/Purchase Order  
Award Date:  
End Date:  
Amount:  
Amount Expended for Fiscal Year: \$25,014

Address Line1: P.O. Box 1099  
Address Line2:  
City: ALBANY  
State: NY  
Postal Code: 12207  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: Insurance products

6. Vendor Name: Giardina Fine Art

Type of Procurement: Other  
Award Process: Non Contract Procurement/Purchase Order  
Award Date:  
End Date:  
Amount:  
Amount Expended for Fiscal Year: \$5,815

Address Line1: P.O. Box 38066  
Address Line2:  
City: ALBANY  
State: NY  
Postal Code: 12203  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: Custom framed artwork

Procurement Transactions Listing:

7. Vendor Name:	Intelligent Technology Solutions, Inc.	8. Vendor Name:	Intelligent Technology Solutions, Inc.
Type of Procurement:	Technology - Hardware	Type of Procurement:	Technology - Consulting/Development or Sup
Award Process:	Non Contract Procurement/Purchase Order	Award Process:	Authority Contract - Non-Competitive Bid
Award Date:		Award Date:	07/01/2011
End Date:		End Date:	06/30/2012
Amount:		Amount:	\$10,450
Amount Expended for Fiscal Year:	\$31,854.44	Amount Expended for Fiscal Year:	\$5,225
Address Line1:	47 South River Street	Address Line1:	47 South River Street
Address Line2:		Address Line2:	
City:	COXSACKIE	City:	COXSACKIE
State:	NY	State:	NY
Postal Code:	12051	Postal Code:	12051
Plus 4:		Plus 4:	
Province Region:		Province Region:	
Country:	USA	Country:	USA
Procurement Description:	Computer network upgrade/installation	Procurement Description:	Computer services

Procurement Transactions Listing:

9. Vendor Name:	National Grid	10. Vendor Name:	New York State Conference of Mayors
Type of Procurement:	Commodities/Supplies	Type of Procurement:	Other Professional Services
Award Process:	Non Contract Procurement/Purchase Order	Award Process:	Non Contract Procurement/Purchase Order
Award Date:		Award Date:	
End Date:		End Date:	
Amount:		Amount:	
Amount Expended for Fiscal Year:	\$15,879.9	Amount Expended for Fiscal Year:	\$12,945
Address Line1:	P.O. Box 11745	Address Line1:	119 Washington Avenue
Address Line2:		Address Line2:	
City:	NEWARK	City:	ALBANY
State:	NJ	State:	NY
Postal Code:	07101	Postal Code:	12210
Plus 4:	4742	Plus 4:	
Province Region:		Province Region:	
Country:	USA	Country:	USA
Procurement Description:	Electric & Gas service	Procurement Description:	Membership

Procurement Transactions Listing:

11. Vendor Name: Standard Commercial Interiors

Type of Procurement: Design and Construction/Maintenance  
Award Process: Non Contract Procurement/Purchase Order  
Award Date:  
End Date:  
Amount:  
Amount Expended for Fiscal Year: \$5,105.68

Address Line1: 1275 Broadway  
Address Line2:  
City: ALBANY  
State: NY  
Postal Code: 12204  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: Furniture

12. Vendor Name: T&P Cleaning

Type of Procurement: Design and Construction/Maintenance  
Award Process: Non Contract Procurement/Purchase Order  
Award Date:  
End Date:  
Amount:  
Amount Expended for Fiscal Year: \$8,664

Address Line1: C/O Tom Pellegrino  
Address Line2: 16 Criswood Drive  
City: ALBANY  
State: NY  
Postal Code: 12205  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: Cleaning service

Procurement Transactions Listing:

13. Vendor Name: The U.S. Conference of Mayors

14. Vendor Name: Thomas M. Owens, Esc.

Type of Procurement: Other Professional Services  
Award Process: Non Contract Procurement/Purchase Order  
Award Date:  
End Date:  
Amount:  
Amount Expended for Fiscal Year: \$5,269

Address Line1: 1620 Eye Street, N.W.  
Address Line2:  
City: WASHINGTON  
State: DC  
Postal Code: 20006  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: Membership

Type of Procurement: Legal Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 12/01/2009  
End Date: 12/31/2011  
Amount: \$55,609.49  
Amount Expended for Fiscal Year: \$55,609.49

Address Line1: P.O. Box 307  
Address Line2:  
City: SLINGERLANDS  
State: NY  
Postal Code: 12159  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: Legal services



Procurement Transactions Listing:

<p>15. Vendor Name: UHY, LLP</p> <p>Type of Procurement: Other Professional Services  Award Process: Authority Contract - Non-Competitive Bid  Award Date: 08/30/2011  End Date: 08/30/2012  Amount: \$36,500  Amount Expended for Fiscal Year: \$36,500</p> <p>Address Line1: Dept. CH 16464  Address Line2:  City: PALATINE  State: IL  Postal Code: 60055  Plus 4: 6464  Province Region:  Country: USA  Procurement Description: Auditing &amp; Tax services</p>	<p>16. Vendor Name: Usherwood Office Technology</p> <p>Type of Procurement: Technology - Hardware  Award Process: Non Contract Procurement/Purchase Order  Award Date:  End Date:  Amount:  Amount Expended for Fiscal Year: \$23,705</p> <p>Address Line1: 1005 West Fayette Street  Address Line2:  City: SYRACUSE  State: NY  Postal Code: 13204  Plus 4:  Province Region:  Country: USA  Procurement Description: Canon photocopiers</p>
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Procurement Report for Capitalize Albany Corporation

Run Date: 05/08/2012

Fiscal Year Ending: 12/31/2011

Status: CERTIFIED

Procurement Transactions Listing:

Additional Comments:

Capitalize Albany Corporation has been working towards PAAA/PARA compliance since mid2011 with the expectation of completing necessary compliance during 2012.