

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	www.capitalizealbany.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?	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?	Yes	
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: Albany Convention Center Authority

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 01/01/2017
End Date: 12/31/2017
Amount: \$34,841.61
Amount Expended for Fiscal Year: \$34,841.61
Fair market value: \$34,841.61

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

Address Line1: 126 State Street
Address Line2:
City: ALBANY
State: NY
Postal Code: 12207
Plus 4:
Province Region:
Country: USA

Procurement Description: License Fee

2. Vendor Name: Arthur J. Gallagher & Co.,

Type of Procurement: Other Professional Services
Award Process: Non Contract Procurement/Purchase Order
Award Date:
End Date:
Amount:
Amount Expended for Fiscal Year: \$9,459
Fair market value:

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

Address Line1: 677 Broadway
Address Line2: 4th Floor
City: ALBANY
State: NY
Postal Code: 12207
Plus 4:
Province Region:
Country: USA

Procurement Description: Insurance

Procurement Transactions Listing:

3. Vendor Name: BST & Co CPA, LLP

Type of Procurement: Financial Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 10/03/2016
 End Date:
 Amount: \$33,226
 Amount Expended for Fiscal Year: \$33,226
 Fair market value: \$33,226

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

Address Line1: c/o BST & Co; CPA's , LLP
 Address Line2: 26 Computer Drive West
 City: ALBANY
 State: NY
 Postal Code: 12205
 Plus 4:
 Province Region:
 Country: USA

Procurement Description: Accounting Services

4. Vendor Name: City of Albany

Type of Procurement: Other Professional Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 12/30/2014
 End Date: 12/31/2019
 Amount: \$53,484
 Amount Expended for Fiscal Year: \$53,484
 Fair market value: \$53,484

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

Address Line1: 24 Eagle Street
 Address Line2:
 City: ALBANY
 State: NY
 Postal Code: 12207
 Plus 4:
 Province Region:
 Country: USA

Procurement Description: Economic Development Professional Services

Procurement Transactions Listing:

<p>5. Vendor Name: Frank Quackenbush</p> <p>Type of Procurement: Design and Construction/Maintenance</p> <p>Award Process: Non Contract Procurement/Purchase Order</p> <p>Award Date:</p> <p>End Date:</p> <p>Amount:</p> <p>Amount Expended for Fiscal Year: \$7,094.9</p> <p>Fair market value:</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 60 Amsterdam Ave</p> <p>Address Line2:</p> <p>City: MENANDS</p> <p>State: NY</p> <p>Postal Code: 12204</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: Property Construction and Maintenance</p>	<p>6. Vendor Name: Guardian</p> <p>Type of Procurement: Other</p> <p>Award Process: Authority Contract - Non-Competitive Bid</p> <p>Award Date: 01/01/2017</p> <p>End Date:</p> <p>Amount: \$8,091.11</p> <p>Amount Expended for Fiscal Year: \$8,091.11</p> <p>Fair market value: \$8,091.11</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: PO Box 824404</p> <p>Address Line2:</p> <p>City: PHILADELPHIA</p> <p>State: PA</p> <p>Postal Code: 19182</p> <p>Plus 4: 4404</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: Employee Dental/Vision Insurance</p>
---	---

Procurement Transactions Listing:

7. Vendor Name: Intelligent Technology Solutions Inc

Type of Procurement: Technology - Consulting/Development or Sup
Award Process: Authority Contract - Non-Competitive Bid
Award Date: 01/01/2017
End Date: 12/31/2017
Amount: \$19,432.79
Amount Expended for Fiscal Year: \$19,432.79
Fair market value: \$19,432.79

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

Address Line1: 11786 State Route 9W
Address Line2:
City: WEST COXSACKIE
State: NY
Postal Code: 12192
Plus 4:
Province Region:
Country: USA

Procurement Description: Computer Services

8. Vendor Name: JMD Cleaning Services

Type of Procurement: Other
Award Process: Non Contract Procurement/Purchase Order
Award Date:
End Date:
Amount:
Amount Expended for Fiscal Year: \$8,664
Fair market value:

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

Address Line1: PO Box 291
Address Line2:
City: RENSSELAER
State: NY
Postal Code: 12144
Plus 4:
Province Region:
Country: USA

Procurement Description: Janitorial Services

Procurement Transactions Listing:

<p>9. Vendor Name: National Grid</p> <p>Type of Procurement: Commodities/Supplies</p> <p>Award Process: Non Contract Procurement/Purchase Order</p> <p>Award Date:</p> <p>End Date:</p> <p>Amount:</p> <p>Amount Expended for Fiscal Year: \$12,784.81</p> <p>Fair market value:</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: P.O. Box 11745</p> <p>Address Line2:</p> <p>City: NEWARK</p> <p>State: NJ</p> <p>Postal Code: 07101</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: Electric & Gas Service</p>	<p>10. Vendor Name: Paychex</p> <p>Type of Procurement: Other Professional Services</p> <p>Award Process: Non Contract Procurement/Purchase Order</p> <p>Award Date:</p> <p>End Date:</p> <p>Amount:</p> <p>Amount Expended for Fiscal Year: \$93,692.71</p> <p>Fair market value:</p> <p>Explain why the fair market value is less than the amount:</p> <p>Address Line1: 94 New Karner Road</p> <p>Address Line2: Suite 101</p> <p>City: ALBANY</p> <p>State: NY</p> <p>Postal Code: 12203</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: Payroll & Benefits</p>
--	--

Procurement Transactions Listing:

<p>11. Vendor Name: Thomas M. Owens Esc.</p> <p>Type of Procurement: Legal Services Award Process: Authority Contract - Non-Competitive Bid Award Date: 12/01/2009 End Date: Amount: \$71,627.25 Amount Expended for Fiscal Year: \$71,627.25 Fair market value: Explain why the fair market value is less than the amount:</p> <p>Address Line1: P.O. Box 307 Address Line2: City: SLINGERLANDS State: NY Postal Code: 12159 Plus 4: Province Region: Country: USA</p> <p>Procurement Description: Legal Services</p>	<p>12. Vendor Name: Travelers</p> <p>Type of Procurement: Other Award Process: Non Contract Procurement/Purchase Order Award Date: End Date: Amount: Amount Expended for Fiscal Year: \$21,219.7 Fair market value: Explain why the fair market value is less than the amount:</p> <p>Address Line1: PO Box 660317 Address Line2: City: DALLAS State: TX Postal Code: 75266 Plus 4: 0317 Province Region: Country: USA</p> <p>Procurement Description: Insurance</p>
--	--

Procurement Transactions Listing:

13. Vendor Name: UHY LLP

Type of Procurement: Other Professional Services
 Award Process: Authority Contract - Non-Competitive Bid
 Award Date: 10/05/2015
 End Date: 08/31/2017
 Amount: \$42,000
 Amount Expended for Fiscal Year: \$37,500
 Fair market value: \$42,000

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

Address Line1: PO Box 8505
 Address Line2:
 City: CAROL STREAM
 State: IL
 Postal Code: 60197
 Plus 4:
 Province Region:
 Country: USA

Procurement Description: Auditing & Tax Services

14. Vendor Name: Usherwood Office Technolgy

Type of Procurement: Technology - Hardware
 Award Process: Non Contract Procurement/Purchase Order
 Award Date:
 End Date:
 Amount:
 Amount Expended for Fiscal Year: \$8,238.76
 Fair market value:

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

Address Line1: 1005 West Fayette Street
 Address Line2:
 City: SYRACUSE
 State: NY
 Postal Code: 13204
 Plus 4:
 Province Region:
 Country: USA

Procurement Description: Copier Maintenance

Procurement Report for Capitalize Albany Corporation

Run Date: 03/28/2018

Fiscal Year Ending: 12/31/2017

Status: CERTIFIED

Procurement Transactions Listing:

Additional Comments: