

Procurement Report for Capitalize Albany Corporation

Fiscal Year Ending: 12/31/2019

Run Date: 03/27/2020

Status: CERTIFIED

Certified Date : 03/27/2020

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"?	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	

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Procurement Transactions Listing:

1. Vendor Name	Albany Convention Center Authority	Address Line1	126 State Street
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	ALBANY
Award Date	1/1/2019	State	NY
End Date	12/31/2019	Postal Code	12207
Fair Market Value	\$33,243.54	Plus 4	
Amount	\$33,243.54	Province/Region	
Amount Expended For Fiscal Year	\$33,243.54	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	License Fee

2. Vendor Name	Arthur J. Gallagher & Co.,	Address Line1	677 Broadway
Type of Procurement	Other Professional Services	Address Line2	4th Floor
Award Process	Non Contract Procurement/Purchase Order	City	ALBANY
Award Date		State	NY
End Date		Postal Code	12207
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$12,935.10	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Insurance

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3. Vendor Name	BST & Co CPA, LLP	Address Line1	c/o BST & Co; CPA's , LLP
Type of Procurement	Financial Services	Address Line2	26 Computer Drive West
Award Process	Authority Contract - Non-Competitive Bid	City	ALBANY
Award Date	10/3/2016	State	NY
End Date		Postal Code	12205
Fair Market Value	\$22,200.00	Plus 4	
Amount	\$22,000.00	Province/Region	
Amount Expended For Fiscal Year	\$22,200.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Accounting Services

4. Vendor Name	City of Albany	Address Line1	24 Eagle Street
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	ALBANY
Award Date	12/30/2014	State	NY
End Date	12/31/2019	Postal Code	12207
Fair Market Value	\$53,484.00	Plus 4	
Amount	\$53,484.00	Province/Region	
Amount Expended For Fiscal Year	\$53,484.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Economic Development Professional Services

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5. Vendor Name	D Hilton Associates Inc.	Address Line1	9450 Grogan's Mill Road
Type of Procurement	Consulting Services	Address Line2	Suite 200
Award Process	Authority Contract - Non-Competitive Bid	City	THE WOODLANDS
Award Date	8/22/2018	State	TX
End Date	8/21/2019	Postal Code	77380
Fair Market Value	\$12,500.00	Plus 4	
Amount	\$12,500.00	Province/Region	
Amount Expended For Fiscal Year	\$6,250.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Executive Compensation Review

6. Vendor Name	Ditonno and Sons LLC	Address Line1	4216 Albany Street
Type of Procurement	Other	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	COLONIE
Award Date	8/21/2019	State	NY
End Date	8/31/2019	Postal Code	12205
Fair Market Value		Plus 4	
Amount	\$52,000.00	Province/Region	
Amount Expended For Fiscal Year	\$52,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Emergency Demolition of 174 North Pearl Street

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7. Vendor Name	Frank Quackenbush	Address Line1	60 Amsterdam Ave
Type of Procurement	Design and Construction/Maintenance	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	MENANDS
Award Date		State	NY
End Date		Postal Code	12204
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$10,475.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Property Construction and Maintenance

8. Vendor Name	Guardian	Address Line1	PO Box 824404
Type of Procurement	Other	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	PHILADELPHIA
Award Date	1/1/2017	State	PA
End Date		Postal Code	19182
Fair Market Value	\$7,511.94	Plus 4	4404
Amount	\$7,511.94	Province/Region	
Amount Expended For Fiscal Year	\$8,091.11	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Employee Dental/Vision Insurance

Procurement Report for Capitalize Albany Corporation

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9. Vendor Name	Intelligent Technology Solutions Inc	Address Line1	11786 State Route 9W
Type of Procurement	Technology - Hardware	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	WEST COXSACKIE
Award Date		State	NY
End Date		Postal Code	12192
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$23,371.66	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	New Server

10. Vendor Name	Intelligent Technology Solutions Inc	Address Line1	11786 State Route 9W
Type of Procurement	Technology - Consulting/Development or Support	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	WEST COXSACKIE
Award Date	1/1/2019	State	NY
End Date	12/31/2019	Postal Code	12192
Fair Market Value	\$17,065.35	Plus 4	
Amount	\$17,065.35	Province/Region	
Amount Expended For Fiscal Year	\$17,065.35	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Computer Services

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11. Vendor Name	JMD Cleaning Services	Address Line1	PO Box 291
Type of Procurement	Other	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	RENSELAER
Award Date		State	NY
End Date		Postal Code	12144
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$8,714.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Janitorial Services

12. Vendor Name	Marathon Strategies, LLC	Address Line1	8 E. 29th St
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	NEW YORK
Award Date	10/29/2019	State	NY
End Date		Postal Code	10016
Fair Market Value		Plus 4	
Amount	\$20,968.00	Province/Region	
Amount Expended For Fiscal Year	\$20,968.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Marketing & Communications

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13. Vendor Name	National Grid	Address Line1	P.O. Box 11745
Type of Procurement	Commodities/Supplies	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	NEWARK
Award Date		State	NJ
End Date		Postal Code	07101
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$12,209.79	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Electric & Gas Service

14. Vendor Name	Paychex	Address Line1	94 New Karner Road
Type of Procurement	Other Professional Services	Address Line2	Suite 101
Award Process	Non Contract Procurement/Purchase Order	City	ALBANY
Award Date		State	NY
End Date		Postal Code	12203
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$127,715.07	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Payroll & Benefits

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15. Vendor Name	Stantec Consulting Services	Address Line1	3 Columbia Circle
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	ALBANY
Award Date	3/5/2018	State	NY
End Date	4/30/2019	Postal Code	12203
Fair Market Value		Plus 4	
Amount	\$449,285.00	Province/Region	
Amount Expended For Fiscal Year	\$248,874.38	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Professional design, planning and engineering consulting services

16. Vendor Name	Thomas M. Owens Esc.	Address Line1	P.O. Box 307
Type of Procurement	Legal Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	SLINGERLANDS
Award Date	12/1/2009	State	NY
End Date		Postal Code	12159
Fair Market Value		Plus 4	
Amount	\$85,483.50	Province/Region	
Amount Expended For Fiscal Year	\$85,483.50	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Legal Services

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17. Vendor Name	Travelers	Address Line1	PO Box 660317
Type of Procurement	Other	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	DALLAS
Award Date		State	TX
End Date		Postal Code	75266
Fair Market Value		Plus 4	0317
Amount		Province/Region	
Amount Expended For Fiscal Year	\$18,843.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Insurance

18. Vendor Name	UHY LLP	Address Line1	PO Box 8505
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	CAROL STREAM
Award Date	10/16/2018	State	IL
End Date	9/30/2019	Postal Code	60197
Fair Market Value	\$42,000.00	Plus 4	
Amount	\$42,000.00	Province/Region	
Amount Expended For Fiscal Year	\$41,120.44	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Auditing & Tax Services

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19. Vendor Name	Young Sommer LLC	Address Line1	Five Palisades Drive
Type of Procurement	Legal Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	ALBANY
Award Date	11/14/2017	State	NY
End Date		Postal Code	12205
Fair Market Value		Plus 4	
Amount	\$17,236.59	Province/Region	
Amount Expended For Fiscal Year	\$17,236.59	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Legal Services

Additional Comments