

Procurement Report for Herkimer Industrial Development Agency

Fiscal Year Ending: 12/31/2018

Run Date: 03/26/2019

Status: CERTIFIED

Certified Date : 03/26/2019

**Procurement Information:**

Question		Response	URL (If Applicable)
1.	Does the Authority have procurement guidelines?	Yes	<a href="http://www.herkimercountyida.org/documents/">http://www.herkimercountyida.org/documents/</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?	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?	Yes	
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	

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**Procurement Transactions Listing:**

<b>1. Vendor Name</b>	Barone, Howard, & Co. CPA's PC	<b>Address Line1</b>	8504 Seneca Turnpike
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	NEW HARTFORD
<b>Award Date</b>	1/2/2017	<b>State</b>	NY
<b>End Date</b>	12/31/2020	<b>Postal Code</b>	13413
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$24,750.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$8,000.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Auditor

<b>2. Vendor Name</b>	GHD Consulting Services, Inc.	<b>Address Line1</b>	One Remington Park Drive
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	CAZENOVIA
<b>Award Date</b>	8/22/2018	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13035
<b>Fair Market Value</b>	\$43,800.00	<b>Plus 4</b>	
<b>Amount</b>	\$43,800.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$38,784.54	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Engineering services - Preliminary Geo Technical Report for Manheim Business Park.

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<b>3. Vendor Name</b>	GHD Consulting Services, Inc.	<b>Address Line1</b>	One Remington Park Drive
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	CAZENOVIA
<b>Award Date</b>	6/4/2018	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13035
<b>Fair Market Value</b>	\$34,700.00	<b>Plus 4</b>	
<b>Amount</b>	\$34,700.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$34,700.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Engineering services - Preliminary Engineering Report for Manheim Business Park

<b>4. Vendor Name</b>	GHD Consulting Services, Inc.	<b>Address Line1</b>	One Remington Park Drive
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	CAZENOVIA
<b>Award Date</b>	9/25/2018	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13035
<b>Fair Market Value</b>	\$15,600.00	<b>Plus 4</b>	
<b>Amount</b>	\$15,600.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$126.36	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Engineering services for Percolation Testing at Schuyler Business Park Exp.

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<b>5. Vendor Name</b>	GHD Consulting Services, Inc.	<b>Address Line1</b>	One Remington Park Drive
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	CAZENOVIA
<b>Award Date</b>	10/30/2018	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13035
<b>Fair Market Value</b>	\$7,500.00	<b>Plus 4</b>	
<b>Amount</b>	\$7,500.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$5,250.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Engineering Services - Map, Plan, Report for Manheim Business Park

<b>6. Vendor Name</b>	GHD Consulting Services, Inc.	<b>Address Line1</b>	One Remington Park Drive
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	CAZENOVIA
<b>Award Date</b>	10/4/2018	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13035
<b>Fair Market Value</b>	\$5,700.00	<b>Plus 4</b>	
<b>Amount</b>	\$5,700.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$5,700.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Engineering Services - SHPO Stage I Review for Manheim Business Park

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<b>7. Vendor Name</b>	Hansen Aggregates New York, LLC	<b>Address Line1</b>	PO Box 513
<b>Type of Procurement</b>	Design and Construction/Maintenance	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	JAMESVILLE
<b>Award Date</b>	8/28/2018	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13078
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$109,627.80	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$109,627.80	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Construct cul-de-sac at Frankfort 5S South Business Park

<b>8. Vendor Name</b>	Hodgson Russ	<b>Address Line1</b>	60 Railroad Place
<b>Type of Procurement</b>	Legal Services	<b>Address Line2</b>	Suite 300
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	SARATOGA SPRINGS
<b>Award Date</b>	4/5/2018	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	12866
<b>Fair Market Value</b>	\$95,201.95	<b>Plus 4</b>	
<b>Amount</b>	\$95,201.95	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$95,201.95	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Legal representation

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<b>9. Vendor Name</b>	JBS Dirt, Inc.	<b>Address Line1</b>	7901 Gee Road
<b>Type of Procurement</b>	Design and Construction/Maintenance	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	CANASTOTA
<b>Award Date</b>	7/13/2017	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13032
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$358,712.20	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$7,174.24	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Utility Modification Project F5SSBP

<b>10. Vendor Name</b>	Stumpin by Mike, LLC	<b>Address Line1</b>	557 Old State Road
<b>Type of Procurement</b>	Other	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	POLAND
<b>Award Date</b>	10/30/2018	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13431
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$19,000.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$19,000.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Fell and leave trees on site at Manheim Business Park.

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<b>11. Vendor Name</b>	Terrestrial Environmental Specialists	<b>Address Line1</b>	23 County Route 6
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	PHOENIX
<b>Award Date</b>	6/26/2018	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13135
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$8,611.58	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$8,611.58	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Professional services for delineation of wetlands/waters and preparation of a baseline report for Schuyler Business Park.

<b>12. Vendor Name</b>	Village of Frankfort	<b>Address Line1</b>	110 Railroad Street
<b>Type of Procurement</b>	Design and Construction/Maintenance	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	FRANKFORT
<b>Award Date</b>	5/17/2017	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13340
<b>Fair Market Value</b>	\$677,479.66	<b>Plus 4</b>	
<b>Amount</b>	\$677,479.66	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$677,479.66	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Electrical Upgrade at Frankfort 5S South Business Park

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**Additional Comments**