

Procurement Report for Herkimer Industrial Development Agency

Fiscal Year Ending: 12/31/2025

Run Date: 03/31/2026

Status: CERTIFIED

Certified Date : 03/31/2026

Procurement Information:

Question	Response	URL (If Applicable)
1. Does the Authority have procurement guidelines?	Yes	https://www.herkimercountyida.org/wp-content/uploads/2021/03/Procurement-Policy-2026.pdf
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?	No	
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:

1. Vendor Name	ARC Herkimer aka HARC	Address Line1	350 S. Washington Street
Type of Procurement	Other	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	HERKIMER
Award Date		State	NY
End Date		Postal Code	13350
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$13,230.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Rent

2. Vendor Name	Adirondack Economic Development Corporation	Address Line1	67 Main Street
Type of Procurement	Other	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	SARANAC LAKE
Award Date		State	NY
End Date		Postal Code	12983
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$5,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Support the expansion of economic growth for small business in Northern Herkimer County

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3. Vendor Name	Bowers & Company CPAs PLLC	Address Line1	120 Madison Street
Type of Procurement	Other Professional Services	Address Line2	1700 AXA Tower II
Award Process	Authority Contract - Competitive Bid	City	SYRACUSE
Award Date	12/20/2021	State	NY
End Date		Postal Code	13202
Fair Market Value		Plus 4	
Amount	\$28,400.00	Province/Region	
Amount Expended For Fiscal Year	\$28,400.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Annual Audit and additional services related to real property transactions

4. Vendor Name	Camoin Associates	Address Line1	3126 W. Cary Street #409
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	RICHMOND
Award Date	3/28/2025	State	VA
End Date		Postal Code	23221
Fair Market Value	\$9,500.00	Plus 4	
Amount	\$9,500.00	Province/Region	
Amount Expended For Fiscal Year	\$9,500.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Complete economic impact assessment related to the redevelopment of the former Remington Arms facility.

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5. Vendor Name	Carver Construction, Inc.	Address Line1	26 Corporate Circle
Type of Procurement	Design and Construction/Maintenance	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	ALBANY
Award Date	3/25/2025	State	NY
End Date		Postal Code	12203
Fair Market Value		Plus 4	
Amount	\$1,676,174.00	Province/Region	
Amount Expended For Fiscal Year	\$1,024,610.50	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Traffic signal & Entryway Improvements at Schuyler Business Park

6. Vendor Name	Daneli Partners	Address Line1	410 Canal Place, Suite 400
Type of Procurement	Other	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	LITTLE FALLS
Award Date	4/22/2025	State	NY
End Date		Postal Code	13365
Fair Market Value	\$27,360.00	Plus 4	
Amount	\$27,360.00	Province/Region	
Amount Expended For Fiscal Year	\$27,360.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Staff leadership development training

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7. Vendor Name	Day & Read Insurance Services	Address Line1	125 Otsego Street
Type of Procurement	Other	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	ILION
Award Date		State	NY
End Date		Postal Code	13357
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$9,186.02	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Commercial & Liability Insurance Coverage

8. Vendor Name	Delta Engineers, Architects & Surveyors	Address Line1	860 Hooper Road
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	ENDWELL
Award Date	12/19/2024	State	NY
End Date		Postal Code	13760
Fair Market Value	\$227,915.00	Plus 4	
Amount	\$227,915.00	Province/Region	
Amount Expended For Fiscal Year	\$148,252.60	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Schuyler Business Park traffic signal and entryway improvement design, construction support, and inspection services.

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9. Vendor Name	Delta Engineers, Architects & Surveyors	Address Line1	860 Hooper Road
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	ENDWELL
Award Date	7/8/2021	State	NY
End Date		Postal Code	13760
Fair Market Value	\$50,200.00	Plus 4	
Amount	\$50,200.00	Province/Region	
Amount Expended For Fiscal Year	\$2,749.45	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Professional engineering services for the extension of water and sewer services to 2571 Higby Road (Russell Farm) Amended original contract in 2022 for a total of \$50,200

10. Vendor Name	Delta Engineers, Architects & Surveyors	Address Line1	860 Hooper Road
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	ENDWELL
Award Date	10/25/2022	State	NY
End Date		Postal Code	13760
Fair Market Value	\$45,000.00	Plus 4	
Amount	\$45,000.00	Province/Region	
Amount Expended For Fiscal Year	\$13,781.25	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Engineering services to conduct traffic study at the Schuyler Business Park. A supplemental agreement was awarded to provide additional information to the Department of Transportation

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11. Vendor Name	Delta Engineers, Architects & Surveyors	Address Line1	860 Hooper Road
Type of Procurement	Design and Construction/Maintenance	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	ENDWELL
Award Date	12/21/2022	State	NY
End Date		Postal Code	13760
Fair Market Value	\$41,533.00	Plus 4	
Amount	\$41,533.00	Province/Region	
Amount Expended For Fiscal Year	\$11,432.59	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Engineering services for water tank at Schuyler Business Park. This contract was revised to increase the contract amount by \$3,533 for a total contract amount of \$41,533.

12. Vendor Name	Emrich Land Surveying, PLLC	Address Line1	26 Pine Street
Type of Procurement	Other Professional Services	Address Line2	PO Box 27
Award Process	Non Contract Procurement/Purchase Order	City	ILION
Award Date		State	NY
End Date		Postal Code	13357
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$8,572.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Professional land surveying services-various sites

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13. Vendor Name	Excellus Blue Cross Blue Shield	Address Line1	PO Box 5266
Type of Procurement	Other	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	BINGHAMTON
Award Date		State	NY
End Date		Postal Code	13902
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$125,578.19	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Insurances for Active Employees (Health and Dental) and Retirees (Health Only)

14. Vendor Name	Felt Evans, LLP	Address Line1	4-6 Park Row
Type of Procurement	Legal Services	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	CLINTON
Award Date		State	NY
End Date		Postal Code	13323
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$12,511.99	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Legal services

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15. Vendor Name	Fulton County Center For Regional Growth	Address Line1	34 W Fulton Street
Type of Procurement	Other	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	GLOVERSVILLE
Award Date	9/30/2025	State	NY
End Date		Postal Code	12078
Fair Market Value	\$75,000.00	Plus 4	
Amount	\$75,000.00	Province/Region	
Amount Expended For Fiscal Year	\$75,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Sponsorship for Mohawk Valley Empowers Program

16. Vendor Name	Genesis Group	Address Line1	100 Seymour Road
Type of Procurement	Other	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	UTICA
Award Date		State	NY
End Date		Postal Code	13502
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$5,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Sponsorship

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17. Vendor Name	HRP Associates, Inc.	Address Line1	1 Fairchild Square
Type of Procurement	Consulting Services	Address Line2	Suite 110
Award Process	Non Contract Procurement/Purchase Order	City	CLIFTON PARK
Award Date		State	NY
End Date		Postal Code	12065
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$1,500.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Professional environmental engineering services - Bills School

18. Vendor Name	HRP Associates, Inc.	Address Line1	1 Fairchild Square, Suite 110
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	CLIFTON PARK
Award Date	6/24/2025	State	NY
End Date		Postal Code	12065
Fair Market Value	\$70,500.00	Plus 4	
Amount	\$70,500.00	Province/Region	
Amount Expended For Fiscal Year	\$70,500.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Professional environmental services related to investigations at Charlestown Mall

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19. Vendor Name	HRP Associates, Inc.	Address Line1	1 Fairchild Square, Suite 110
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	CLIFTON PARK
Award Date	12/2/2022	State	NY
End Date		Postal Code	12065
Fair Market Value		Plus 4	
Amount	\$56,116.22	Province/Region	
Amount Expended For Fiscal Year	\$56,116.22	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Environmental Consulting Services for US EPA Grant

20. Vendor Name	HRP Associates, Inc.	Address Line1	1 Fairchild Square, Suite 110
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	CLIFTON PARK
Award Date	10/29/2024	State	NY
End Date		Postal Code	12065
Fair Market Value	\$14,108.00	Plus 4	
Amount	\$14,108.00	Province/Region	
Amount Expended For Fiscal Year	\$14,108.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Professional environmental services related to clean up of the former Chips Service Station

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21. Vendor Name	Heritage Technical Services	Address Line1	1240 West Chester Pike, Suite 213
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	WEST CHESTER
Award Date	11/25/2025	State	PA
End Date		Postal Code	19382
Fair Market Value	\$11,792.50	Plus 4	
Amount	\$11,792.50	Province/Region	
Amount Expended For Fiscal Year	\$11,792.50	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Professional services to assist attorney in reviewing the Eastern Mohawk Valley Water Transmission Line project

22. Vendor Name	Herkimer County Chamber of Commerce	Address Line1	420 E.German Street
Type of Procurement	Other	Address Line2	100
Award Process	Non Contract Procurement/Purchase Order	City	HERKIMER
Award Date		State	NY
End Date		Postal Code	13350
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$5,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Sponsorship

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23. Vendor Name	Herkimer Local Development Corporation	Address Line1	420 E. German Street
Type of Procurement	Other	Address Line2	Suite 101A
Award Process	Non Contract Procurement/Purchase Order	City	HERKIMER
Award Date		State	NY
End Date		Postal Code	13350
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$33,478.12	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Funds to be utilized to advance the Masonic Building project

24. Vendor Name	Hodgson Russ, LLP	Address Line1	677 Broadway
Type of Procurement	Legal Services	Address Line2	Suite 301
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	\$97,856.88	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	legal services

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25. Vendor Name	Howard Schaffer	Address Line1	119 2nd Avenue
Type of Procurement	Design and Construction/Maintenance	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	HERKIMER
Award Date		State	NY
End Date		Postal Code	13350
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$12,976.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Clean up and maintenance

26. Vendor Name	LaBella Associates, Inc.	Address Line1	20 Elm Street, Suite 110
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	GLENS FALLS
Award Date	7/16/2025	State	NY
End Date		Postal Code	12801
Fair Market Value		Plus 4	
Amount	\$300,000.00	Province/Region	
Amount Expended For Fiscal Year	\$56,023.40	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Professional Consulting services for the completion of a county-wide brownfield pre planning inventory and analysis

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27. Vendor Name	LaBella Associates, Inc.	Address Line1	20 Elm Street, Suite 110
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	GLENS FALLS
Award Date	6/9/2025	State	NY
End Date		Postal Code	12801
Fair Market Value		Plus 4	
Amount	\$200,000.00	Province/Region	
Amount Expended For Fiscal Year	\$195,201.60	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Professional consulting services for the completion of a site alternatives analysis for the former Remington Arms facility

28. Vendor Name	LaBella Associates, Inc.	Address Line1	20 Elm Street, Suite 110
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	GLENS FALLS
Award Date	6/14/2024	State	NY
End Date		Postal Code	12801
Fair Market Value		Plus 4	
Amount	\$192,025.00	Province/Region	
Amount Expended For Fiscal Year	\$138,519.77	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Professional services for the completion of a Brownfield Opportunity Area Assessment in the Village of Herkimer

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29. Vendor Name	LaBella Associates, Inc.	Address Line1	20 Elm Street, Suite 110
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	GLENS FALLS
Award Date	9/11/2024	State	NY
End Date		Postal Code	12801
Fair Market Value		Plus 4	
Amount	\$50,000.00	Province/Region	
Amount Expended For Fiscal Year	\$30,391.29	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Professional services for the completion of a county-wide housing study

30. Vendor Name	Landmark Consulting	Address Line1	83 Grove Avenue
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	ALBANY
Award Date	7/29/2025	State	NY
End Date		Postal Code	12208
Fair Market Value	\$6,187.50	Plus 4	
Amount	\$6,187.50	Province/Region	
Amount Expended For Fiscal Year	\$6,187.50	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Professional consulting services for historic preservation application assistance for the Duofold site

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31. Vendor Name	New York State Economic Development Counsel	Address Line1	111 Washington Ave
Type of Procurement	Other	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	ALBANY
Award Date		State	NY
End Date		Postal Code	12210
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$9,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Annual dues, annual meeting attendance, spring academy sponsorship

32. Vendor Name	New York State Local Retirement System	Address Line1	110 State Street
Type of Procurement	Other	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	ALBANY
Award Date		State	NY
End Date		Postal Code	12244
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$62,249.79	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Proportionate share of employees' New York State Retirement contributions

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33. Vendor Name	Shelter Point Life Insurance Company	Address Line1	PO Box 9340
Type of Procurement	Other	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	GARDEN CITY
Award Date		State	NY
End Date		Postal Code	11530
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$6,356.22	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Employee life insurance coverage

34. Vendor Name	Turin Hoeffler Ave LLC	Address Line1	69 Main Street, 2nd Floor
Type of Procurement	Other	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	SAG HARBOR
Award Date		State	NY
End Date		Postal Code	11963
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$50,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	New York State Independent System Operator Study for the former Remington Arms facility

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35. Vendor Name	Utility Services Group, Inc.	Address Line1	2726 E. Lake Road
Type of Procurement	Consulting Services	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	SKANEATELES
Award Date		State	NY
End Date		Postal Code	13152
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$42,900.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Interconnection expansion process for the development of the former Remington Arms facility

36. Vendor Name	Valley Signs	Address Line1	1960 State Route 8
Type of Procurement	Design and Construction/Maintenance	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	CLAYVILLE
Award Date		State	NY
End Date		Postal Code	13322
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$15,750.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Construction of a sign header at the Frankfort 5S North Business Park in memorial of Senator James Seward

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37. Vendor Name	W.m.J. Keller & Sons Construction Corporation	Address Line1	135 Route 9
Type of Procurement	Design and Construction/Maintenance	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	CASTLETON
Award Date	10/10/2023	State	NY
End Date		Postal Code	12033
Fair Market Value		Plus 4	
Amount	\$480,051.85	Province/Region	
Amount Expended For Fiscal Year	\$41,323.87	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Installation of a new 4" sanitary force-main and 8" water main across Higby Road (for Russell Farm). Also a new sanitary pump station will be completed. The original contract amount was \$426,186. Contract amended in 2024 to increase to \$480,051.85

38. Vendor Name	Wright-Pierce Engineering Consultants, PC	Address Line1	11 Bowdoin Mill Island, Suite 140
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	TOPSHAM
Award Date	1/30/2024	State	ME
End Date		Postal Code	04086
Fair Market Value	\$125,000.00	Plus 4	
Amount	\$125,000.00	Province/Region	
Amount Expended For Fiscal Year	\$187,217.57	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Professional engineering and consulting services for the construction of a water storage tank and water main at Manheim Business Park in the Village of Dolgeville

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Additional Comments

The Herkimer County Industrial Development Agency authorized the submittal of the Procurement Report on 3/31/2026.