

Procurement Report for Village of Elmira Heights Urban Renewal Agency

Fiscal Year Ending: 06/30/2019

Run Date: 01/20/2020

Status: CERTIFIED

Certified Date : 01/20/2020

Procurement Information:

| Question | Response | URL (If Applicable) |
|--|----------|---|
| 1. Does the Authority have procurement guidelines? | Yes | http://www.elmiraheightsura.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? | 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? | 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 | Community Progress, Inc. | Address Line1 | 147 E Second Street |
| Type of Procurement | Consulting Services | Address Line2 | |
| Award Process | Authority Contract - Non-Competitive Bid | City | CORNING |
| Award Date | 4/10/2017 | State | NY |
| End Date | 4/9/2020 | Postal Code | 14830 |
| Fair Market Value | \$47,984.00 | Plus 4 | |
| Amount | \$47,984.00 | Province/Region | |
| Amount Expended For Fiscal Year | \$47,661.00 | Country | United States |
| Explain why the Fair Market Value is Less than the Amount | | Procurement Description | Adminstration of Urban Renewal Agency |

Additional Comments