

**Procurement-Information:**

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="http://portchester.virtualtownhall.net/Pages/portChesterNY_BComm/IDA/index">http://portchester.virtualtownhall.net/Pages/portChesterNY_BComm/IDA/index</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?	No	
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?.	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?	Yes	

Procurement Transactions Listing:

1. Vendor Name: CHRISTOPHER STEERS

Type of Procurement: Staffing Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 05/14/2015  
End Date: 05/31/2015  
Amount: \$18,000  
Amount Expended for Fiscal Year: \$750  
Fair market value: \$18,000

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

Address Line1: 128 S. BROADWAY  
Address Line2: APT 1  
City: WHITE PLAINS  
State: NY  
Postal Code: 10605  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: ADMINISTRATIVE DIRECTOR P/T

2. Vendor Name: DRESCHER & MALECKI, LLP

Type of Procurement: Other Professional Services  
Award Process: Authority Contract - Competitive Bid  
Award Date: 06/30/2013  
End Date:  
Amount: \$4,046  
Amount Expended for Fiscal Year: \$4,046  
Fair market value:

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

Address Line1: 3083 WILLIAM STREET  
Address Line2: SUITE 5  
City: CHEEKTOWAGA  
State: NY  
Postal Code: 14227  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: AUDITING SERVICES

Procurement Transactions Listing:

3. Vendor Name: HARRIS BEACH PLLC

Type of Procurement: Legal Services  
Award Process: Authority Contract - Competitive Bid  
Award Date: 06/01/2013  
End Date:  
Amount: \$5,933  
Amount Expended for Fiscal Year: \$5,933  
Fair market value:  
Explain why the fair market value is less than the amount:

Address Line1: 677 BROADWAY  
Address Line2: SUITE 1101  
City: ALBANY  
State: NY  
Postal Code: 12207  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: LEGAL SERVICES

4. Vendor Name: LEONIE DOUGLAS

Type of Procurement: Staffing Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 06/01/2013  
End Date:  
Amount: \$6,000  
Amount Expended for Fiscal Year: \$6,000  
Fair market value: \$6,000  
Explain why the fair market value is less than the amount:

Address Line1: 2 CANFIELD AVENUE  
Address Line2: APT 822  
City: WHITE PLAINS  
State: NY  
Postal Code: 10601  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: FINANCIAL OFFICER

Procurement Transactions Listing:

5. Vendor Name: LEONIE E. DOUGLAS

Type of Procurement: Other Professional Services  
 Award Process: Authority Contract - Non-Competitive Bid  
 Award Date: 06/01/2013  
 End Date:  
 Amount: \$6,000  
 Amount Expended for Fiscal Year: \$6,000  
 Fair market value: \$6,000

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

Address Line1: 2 CANFIELD AVENUE  
 Address Line2:  
 City: WHITE PLAINS  
 State: NY  
 Postal Code: 10601  
 Plus 4:  
 Province Region:  
 Country: USA  
 Procurement Description: FINANCIAL SERVICES

6. Vendor Name: NATIONAL COUNCIL FOR COM DEV.

Type of Procurement: Other Professional Services  
 Award Process: Authority Contract - Competitive Bid  
 Award Date: 09/16/2013  
 End Date:  
 Amount: \$30,000  
 Amount Expended for Fiscal Year: \$0  
 Fair market value:

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

Address Line1: 708 3RD AVENUE  
 Address Line2: SUITE 710  
 City: NEW YORK  
 State: NY  
 Postal Code: 10017  
 Plus 4:  
 Province Region:  
 Country: USA  
 Procurement Description: ECONOMIC DEVELOPMENT

Procurement Transactions Listing:

7. Vendor Name: SPAIN AGENCY

Type of Procurement: Other  
Award Process: Authority Contract - Competitive Bid  
Award Date: 06/01/2013  
End Date:  
Amount: \$3,137  
Amount Expended for Fiscal Year: \$3,137  
Fair market value:  
Explain why the fair market value is less than the amount:

Address Line1: 625 ROUTE 6  
Address Line2:  
City: MAHOPAC  
State: NY  
Postal Code: 10541  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: LIABILITY INS.

8. Vendor Name: URBANOMICS

Type of Procurement: Other Professional Services  
Award Process: Authority Contract - Competitive Bid  
Award Date: 05/09/2014  
End Date:  
Amount: \$75,000  
Amount Expended for Fiscal Year: \$3,130  
Fair market value:  
Explain why the fair market value is less than the amount:

Address Line1: 115 5TH AVENUE  
Address Line2:  
City: NEW YORK  
State: NY  
Postal Code: 10003  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: ECONOMIC DEVELOPMENT

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Procurement Transactions Listing:

Additional Comments: