

Procurement Report for Washington County Local Development Corporation

Fiscal Year Ending: 12/31/2018

Run Date: 03/06/2019

Status: CERTIFIED

Certified Date : 03/06/2019

Procurement Information:

Question	Response	URL (If Applicable)
1. Does the Authority have procurement guidelines?	Yes	http://www.wcldc.org/926/PAAA
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?	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	

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Procurement Transactions Listing:

1. Vendor Name	Nolan Certified Public Accounting Services, PLLC	Address Line1	243 County Route 68
Type of Procurement	Financial Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	EAGLE BRIDGE
Award Date	10/21/2016	State	NY
End Date	12/31/2021	Postal Code	12057
Fair Market Value		Plus 4	
Amount	\$7,625.00	Province/Region	
Amount Expended For Fiscal Year	\$7,625.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Nolan CPA's performed our annual audit of the WCLDC activities, along with the related statements of revenues and expenses, changes in fund balance and cash flows

2. Vendor Name	Russell C. Tharp Jr., Esq.	Address Line1	1 South Western Plaza
Type of Procurement	Legal Services	Address Line2	PO Box 705
Award Process	Authority Contract - Non-Competitive Bid	City	GLENS FALLS
Award Date	1/21/2000	State	NY
End Date		Postal Code	12801
Fair Market Value		Plus 4	
Amount	\$8,000.00	Province/Region	
Amount Expended For Fiscal Year	\$9,961.46	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	This is the lawyer that the LDC has on retainer for all legal services. We pay a quarterly retainer plus any additional fees for legal services.

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Additional Comments