

**WASHINGTON COUNTY LOCAL DEVELOPMENT CORPORATION**

|                       |   |
|-----------------------|---|
| <b>Resolution #:</b>  | <b><u>23-5</u></b>                          |
| <b>Introduced by:</b> | <b><u>James Griffith</u></b>                |
| <b>Seconded by:</b>   | <b><u>Darrell Wilson &amp; Sam Hall</u></b> |

**Approval of Public Authorities Reporting Information System (PARIS) 2022 Procurement Report**

RESOLVED, that the Washington County LDC (“WCLDC”) hereby approves the 2022 Public Authorities Reporting Information System (PARIS) Procurement Report, and the President of the Washington County LDC be, and hereby is, authorized to execute any and all documents as may be necessary to carry out this resolution.

Ayes: 12  
Nays: 0  
Abstention: 0  
Adopted: 3/17/2023

  
\_\_\_\_\_  
Dave O'Brien, Chairman

  
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Sue Clary, Secretary



Public Authorities Reporting Information System

Procurement Report for Washington County Local Development Corporation

Fiscal Year Ending: 12/31/2022

Run Date: 03/07/2023  
 Status: CERTIFIED  
 Certified Date : 03/07/2023

**Procurement Information:**

| Question   | Response | URL (if Applicable)            |
|--|----------|--------------------------------|
| 1. Does the Authority have procurement guidelines?   | Yes      | https://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:**

|           |  |  |                                |  |
|-----------|--|--|--------------------------------|--|
| <b>1.</b> | <b>Vendor Name</b>   | EFPR Group, CPA's, PLLC                  | <b>Address Line1</b>           | 6390 Main Street, Suite 200  |
|           | <b>Type of Procurement</b>                                       | Other Professional Services              | <b>Address Line2</b>           |  |
|           | <b>Award Process</b>   | Authority Contract - Competitive Bid     | <b>City</b>                    | WILLIAMSVILLE  |
|           | <b>Award Date</b>  | 10/22/2021                               | <b>State</b>                   | NY   |
|           | <b>End Date</b>  | 12/31/2026                               | <b>Postal Code</b>             | 14221  |
|           | <b>Fair Market Value</b>   |  | <b>Plus 4</b>                  |  |
|           | <b>Amount</b>  | \$8,080.00                               | <b>Province/Region</b>         | United States  |
|           | <b>Amount Expended For Fiscal Year</b>                           | \$8,080.00                               | <b>Country</b>                 | United States  |
|           | <b>Explain why the Fair Market Value is Less than the Amount</b> |  | <b>Procurement Description</b> | Completion of annual Independent Auditor's Report  |
| <b>2.</b> | <b>Vendor Name</b>   | Russell C. Tharp Jr., Esq.               | <b>Address Line1</b>           | 1 South Western Plaza  |
|           | <b>Type of Procurement</b>                                       | Legal Services                           | <b>Address Line2</b>           | PO Box 705   |
|           | <b>Award Process</b>   | Authority Contract - Non-Competitive Bid | <b>City</b>                    | GLENS FALLS  |
|           | <b>Award Date</b>  | 1/21/2000                                | <b>State</b>                   | NY   |
|           | <b>End Date</b>  |  | <b>Postal Code</b>             | 12801  |
|           | <b>Fair Market Value</b>   |  | <b>Plus 4</b>                  |  |
|           | <b>Amount</b>  | \$8,146.50                               | <b>Province/Region</b>         | United States  |
|           | <b>Amount Expended For Fiscal Year</b>                           | \$8,146.50                               | <b>Country</b>                 | United States  |
|           | <b>Explain why the Fair Market Value is Less than the Amount</b> |  | <b>Procurement Description</b> | 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**