

Procurement Report for Amherst Industrial Development Agency

Fiscal Year Ending: 12/31/2020

Run Date: 05/10/2022

Status: CERTIFIED

Certified Date : 03/30/2021

**Procurement Information:**

| Question |   | Response | URL (If Applicable)  |
|----------|---|----------|--|
| 1.       | Does the Authority have procurement guidelines?   | Yes      | <a href="http://www.AmherstIDA.com">www.AmherstIDA.com</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?  | Yes      |  |
| 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? | Yes      |  |

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**Procurement Transactions Listing:**

|  |  |                                |                    |
|--|--|--------------------------------|--------------------|
| <b>1. Vendor Name</b>  | ASG 365, LLC                                   | <b>Address Line1</b>           | 1763 Baseline Road |
| <b>Type of Procurement</b>                                       | Technology - Consulting/Development or Support | <b>Address Line2</b>           |                    |
| <b>Award Process</b>   | Non Contract Procurement/Purchase Order        | <b>City</b>                    | GRAND ISLAND       |
| <b>Award Date</b>  |  | <b>State</b>                   | NY                 |
| <b>End Date</b>  |  | <b>Postal Code</b>             | 14072              |
| <b>Fair Market Value</b>   |  | <b>Plus 4</b>                  |                    |
| <b>Amount</b>  |  | <b>Province/Region</b>         |                    |
| <b>Amount Expended For Fiscal Year</b>                           | \$8,262.00                                     | <b>Country</b>                 | United States      |
| <b>Explain why the Fair Market Value is Less than the Amount</b> |  | <b>Procurement Description</b> | IT services        |

|  |  |                                |  |
|--|--|--------------------------------|--|
| <b>2. Vendor Name</b>  | Amherst Chamber of Commerce              | <b>Address Line1</b>           | 400 Essjay Rd                              |
| <b>Type of Procurement</b>                                       | Other                                    | <b>Address Line2</b>           |  |
| <b>Award Process</b>   | Authority Contract - Non-Competitive Bid | <b>City</b>                    | AMHERST                                    |
| <b>Award Date</b>  | 11/1/2017                                | <b>State</b>                   | NY   |
| <b>End Date</b>  | 10/31/2018                               | <b>Postal Code</b>             | 14221                                      |
| <b>Fair Market Value</b>   | \$5,000.00                               | <b>Plus 4</b>                  |  |
| <b>Amount</b>  | \$5,000.00                               | <b>Province/Region</b>         |  |
| <b>Amount Expended For Fiscal Year</b>                           | \$5,000.00                               | <b>Country</b>                 | United States                              |
| <b>Explain why the Fair Market Value is Less than the Amount</b> |  | <b>Procurement Description</b> | Investor package for marketing initiatives |

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|--|--------------------------------------|--------------------------------|--|
| <b>3. Vendor Name</b>  | Hurwitz & Fine, PC                   | <b>Address Line1</b>           | 1300 Liberty Building  |
| <b>Type of Procurement</b>                                       | Legal Services                       | <b>Address Line2</b>           |  |
| <b>Award Process</b>   | Authority Contract - Competitive Bid | <b>City</b>                    | BUFFALO  |
| <b>Award Date</b>  | 5/13/2016                            | <b>State</b>                   | NY   |
| <b>End Date</b>  | 12/31/2020                           | <b>Postal Code</b>             | 14202  |
| <b>Fair Market Value</b>   |                                      | <b>Plus 4</b>                  |  |
| <b>Amount</b>  | \$0.00                               | <b>Province/Region</b>         |  |
| <b>Amount Expended For Fiscal Year</b>                           | \$8,056.00                           | <b>Country</b>                 | United States  |
| <b>Explain why the Fair Market Value is Less than the Amount</b> |                                      | <b>Procurement Description</b> | Firm hired in 2016 as both Transaction Counsel and General Counsel. Hired at hourly rates outlined in Agreement. |

|  |  |                                |   |
|--|--|--------------------------------|---|
| <b>4. Vendor Name</b>  | Invest Buffalo Niagara, Inc.             | <b>Address Line1</b>           | 257 West Genesee St   |
| <b>Type of Procurement</b>                                       | Other                                    | <b>Address Line2</b>           | Suite 600   |
| <b>Award Process</b>   | Authority Contract - Non-Competitive Bid | <b>City</b>                    | BUFFALO   |
| <b>Award Date</b>  | 1/20/2017                                | <b>State</b>                   | NY  |
| <b>End Date</b>  |  | <b>Postal Code</b>             | 14202   |
| <b>Fair Market Value</b>   | \$20,000.00                              | <b>Plus 4</b>                  |   |
| <b>Amount</b>  | \$20,000.00                              | <b>Province/Region</b>         |   |
| <b>Amount Expended For Fiscal Year</b>                           | \$20,000.00                              | <b>Country</b>                 | United States   |
| <b>Explain why the Fair Market Value is Less than the Amount</b> |  | <b>Procurement Description</b> | Investor package for economic development marketing initiatives |

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|--|--------------------------------------|--------------------------------|---------------------|
| <b>5. Vendor Name</b>  | The Bonadio Group                    | <b>Address Line1</b>           | 6400 Sheridan Dr    |
| <b>Type of Procurement</b>                                       | Financial Services                   | <b>Address Line2</b>           |                     |
| <b>Award Process</b>   | Authority Contract - Competitive Bid | <b>City</b>                    | AMHERST             |
| <b>Award Date</b>  | 1/1/2014                             | <b>State</b>                   | NY                  |
| <b>End Date</b>  | 12/31/2019                           | <b>Postal Code</b>             | 14221               |
| <b>Fair Market Value</b>   |                                      | <b>Plus 4</b>                  |                     |
| <b>Amount</b>  | \$7,900.00                           | <b>Province/Region</b>         |                     |
| <b>Amount Expended For Fiscal Year</b>                           | \$7,900.00                           | <b>Country</b>                 | United States       |
| <b>Explain why the Fair Market Value is Less than the Amount</b> |                                      | <b>Procurement Description</b> | Accounting Services |

Additional Comments