

Procurement Report for Amherst Industrial Development Agency

Fiscal Year Ending: 12/31/2021

Run Date: 04/27/2022

Status: CERTIFIED

Certified Date : 03/30/2022

Procurement Information:

Question		Response	URL (If Applicable)
1.	Does the Authority have procurement guidelines?	Yes	www.AmherstIDA.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?	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:

1. Vendor Name	ASG 365, LLC	Address Line1	1763 Baseline Road
Type of Procurement	Technology - Consulting/Development or Support	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	GRAND ISLAND
Award Date		State	NY
End Date		Postal Code	14072
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$7,983.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	IT services

2. Vendor Name	Amherst Chamber of Commerce	Address Line1	400 Essjay Rd
Type of Procurement	Other	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	AMHERST
Award Date	11/1/2017	State	NY
End Date	12/31/2025	Postal Code	14221
Fair Market Value	\$5,000.00	Plus 4	
Amount	\$5,000.00	Province/Region	
Amount Expended For Fiscal Year	\$5,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Investor package for marketing initiatives

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3. Vendor Name	Greenworks	Address Line1	471 Mill St
Type of Procurement	Other	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	AMHERST
Award Date		State	NY
End Date		Postal Code	14226
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$5,230.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Outside spring/summer/fall maintenance

4. Vendor Name	Hurwitz & Fine, PC	Address Line1	1300 Liberty Building
Type of Procurement	Legal Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	BUFFALO
Award Date	5/13/2016	State	NY
End Date	12/31/2020	Postal Code	14202
Fair Market Value		Plus 4	
Amount	\$0.00	Province/Region	
Amount Expended For Fiscal Year	\$14,485.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Firm hired in 2016 as both Transaction Counsel and General Counsel. Hired at hourly rates outlined in Agreement.

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

6. Vendor Name	Joe Miller	Address Line1	460 Berryman Dr
Type of Procurement	Other	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	AMHERST
Award Date		State	NY
End Date		Postal Code	14226
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$5,802.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Inside cleaning services. More costly in 2021 due to COVID-19 pandemic and the need/requirement for additional cleaning and sanitizing of inside office space.

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7. Vendor Name	The Bonadio Group	Address Line1	6400 Sheridan Dr
Type of Procurement	Financial Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	AMHERST
Award Date	1/1/2014	State	NY
End Date	12/31/2019	Postal Code	14221
Fair Market Value		Plus 4	
Amount	\$8,050.00	Province/Region	
Amount Expended For Fiscal Year	\$7,900.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Accounting Services

Additional Comments