

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	http://www.northcountryalliance.org/policies.php
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	

Procurement Transactions Listing:

1. Vendor Name: Boire Benner Group

2. Vendor Name: CITEC Inc

Type of Procurement: Consulting Services
 Award Process: Non Contract Procurement/Purchase Order
 Award Date:
 End Date:
 Amount:
 Amount Expended for Fiscal Year: \$13,898
 Fair market value:

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

Address Line1: 121 Bridge Street
 Address Line2: Suite 201
 City: PLATTSBURGH
 State: NY
 Postal Code: 12901
 Plus 4:
 Province Region:
 Country: USA

Procurement Description: Design services for the North Country Regional Economic Development Council annual report/plan.

Type of Procurement: Other Professional Services
 Award Process: Authority Contract - Competitive Bid
 Award Date: 09/01/2016
 End Date: 08/31/2019
 Amount: \$11,200
 Amount Expended for Fiscal Year: \$11,200
 Fair market value:

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

Address Line1: 65 Main Street
 Address Line2: Box 8561 Clarkson University
 City: POTSDAM
 State: NY
 Postal Code: 13699
 Plus 4: 8561
 Province Region:
 Country: USA

Procurement Description: Coordination of non-financial services, including but not limited to membership and website, communications and correspondence, meetings and events and other general matters as outlined in the Scope of Services.

Procurement Transactions Listing:

3. Vendor Name: Crowley & Halloran, CPAs, P.C.

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Competitive Bid
Award Date: 01/02/2014
End Date: 03/31/2018
Amount: \$5,205
Amount Expended for Fiscal Year: \$5,005

Fair market value:

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

Address Line1: 215 Washington Street
Address Line2:
City: WATERTOWN
State: NY
Postal Code: 13601
Plus 4:
Province Region:
Country: USA

Procurement Description: Audit services

4. Vendor Name: Development Authority of the North Country

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Competitive Bid
Award Date: 05/23/2011
End Date:
Amount: \$48,709.44
Amount Expended for Fiscal Year: \$48,709.44

Fair market value:

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

Address Line1: 317 Washington Street
Address Line2:
City: WATERTOWN
State: NY
Postal Code: 13601
Plus 4:
Province Region:
Country: USA

Procurement Description: Services related to management of its revolving loan funds, financial management, and associated administrative services.

Procurement Transactions Listing:

Additional Comments: