

Procurement Report for Dutchess County Industrial Development Agency

Fiscal Year Ending: 12/31/2018

Run Date: 03/21/2019

Status: CERTIFIED

Certified Date : 03/21/2019

Procurement Information:

Question	Response	URL (If Applicable)
1. Does the Authority have procurement guidelines?	Yes	https://thinkdutchess.com/wp-content/uploads/2019/01/DCIDA-Procurement-Policy.pdf
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?	No	
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?	No	
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?	No	
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?	No	

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Procurement Transactions Listing:

1. Vendor Name	Dutchess County Local Development Corporation	Address Line1	3 Neptune Road
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	POUGHKEEPSIE
Award Date	1/1/2018	State	NY
End Date	12/31/2018	Postal Code	12601
Fair Market Value	\$179,610.47	Plus 4	
Amount	\$179,610.47	Province/Region	
Amount Expended For Fiscal Year	\$179,610.47	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Administrative and technical support for IDA projects, market Dutchess County and provide marketing support for local businesses.

2. Vendor Name	Dutchess Tourism Inc	Address Line1	3 Neptune Rd
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	POUGHKEEPSIE
Award Date	1/1/2018	State	NY
End Date	12/31/2018	Postal Code	12601
Fair Market Value	\$415,000.00	Plus 4	
Amount	\$415,000.00	Province/Region	
Amount Expended For Fiscal Year	\$415,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	attract tourists and enhance the quality of their visitation to Dutchess County and maximize tourist economic impact on local economy and small businesses.

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3. Vendor Name	Hudson Valley AgriBusiness Development Corporation	Address Line1	507 Warren Street - 2nd Floor
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	HUDSON
Award Date	1/1/2018	State	NY
End Date	12/31/2018	Postal Code	12534
Fair Market Value	\$25,000.00	Plus 4	
Amount	\$25,000.00	Province/Region	
Amount Expended For Fiscal Year	\$25,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Support the development, promotion, enhancement and strengthen the agricultural industry within New York State's Hudson Valley region.

4. Vendor Name	RBT CPA	Address Line1	PO Box 10009
Type of Procurement	Financial Services	Address Line2	11 Racquet Road
Award Process	Authority Contract - Competitive Bid	City	NEWBURGH
Award Date	8/2/2017	State	NY
End Date	12/31/2018	Postal Code	12550
Fair Market Value		Plus 4	
Amount	\$14,500.00	Province/Region	
Amount Expended For Fiscal Year	\$12,750.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	audit services

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Additional Comments