

Procurement Report for Broome County Local Development Corporation

Fiscal Year Ending: 12/31/2019

Run Date: 03/12/2020

Status: CERTIFIED

Certified Date : 03/12/2020

**Procurement Information:**

Question		Response	URL (If Applicable)
1.	Does the Authority have procurement guidelines?	Yes	<a href="http://www.theagency-ny.com">www.theagency-ny.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?	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?	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>	Central NY Newspapers	<b>Address Line1</b>	PO Box 822802
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	PHILADELPHIA
<b>Award Date</b>		<b>State</b>	PA
<b>End Date</b>		<b>Postal Code</b>	19182
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$5,165.50	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Procurement of Advertising

<b>2. Vendor Name</b>	Chmura Economics & Analytics	<b>Address Line1</b>	1309 East Cary Street
<b>Type of Procurement</b>	Technology - Software	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	RICHMOND
<b>Award Date</b>	5/18/2019	<b>State</b>	VA
<b>End Date</b>	5/18/2020	<b>Postal Code</b>	23219
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$12,516.56	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$12,516.56	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Software and licensing for data and analytics platform to assist in workforce and economic development. This contract was a non-competitive bid for a specialized sole-source provider.

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<b>3. Vendor Name</b>	Digital-Orb	<b>Address Line1</b>	4600 Vestal Parkway East
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	VESTAL
<b>Award Date</b>		<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13850
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$25,500.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Digital Advertising

<b>4. Vendor Name</b>	FreshySites	<b>Address Line1</b>	34 Front St
<b>Type of Procurement</b>	Consulting Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	BINGHAMTON
<b>Award Date</b>	2/21/2018	<b>State</b>	NY
<b>End Date</b>	2/21/2019	<b>Postal Code</b>	13902
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$21,250.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$21,250.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Professional marketing and digital collateral development. The firm was chosen following an open bid.

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<b>5. Vendor Name</b>	Novel Studios	<b>Address Line1</b>	4617 Madison Drive
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	VESTAL
<b>Award Date</b>		<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13850
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$14,337.50	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Video Production

<b>6. Vendor Name</b>	Riger Advertising	<b>Address Line1</b>	PO Box 1623
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	BINGHAMTON
<b>Award Date</b>		<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13902
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$9,982.25	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Media Placement

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<b>7. Vendor Name</b>	Riger Advertising	<b>Address Line1</b>	53 Chenango St.
<b>Type of Procurement</b>	Consulting Services	<b>Address Line2</b>	P.O. Box 1623
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	BINGHAMTON
<b>Award Date</b>	3/1/2018	<b>State</b>	NY
<b>End Date</b>	3/1/2019	<b>Postal Code</b>	13902
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$7,156.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$7,156.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Advertising strategy and media placement. The firm was chosen following an open bid.

<b>8. Vendor Name</b>	Traditions At The Glen	<b>Address Line1</b>	4101 Watson Blvd.
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	JOHNSON CITY
<b>Award Date</b>		<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13790
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$7,196.16	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Marketing Event

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<b>9. Vendor Name</b>	WBNG Television, Inc.	<b>Address Line1</b>	PO Box 1001
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	QUINCY
<b>Award Date</b>		<b>State</b>	IL
<b>End Date</b>		<b>Postal Code</b>	62306
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$11,954.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Procurement Of Advertising

<b>10. Vendor Name</b>	WIVT	<b>Address Line1</b>	PO Box 419779
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	BOSTON
<b>Award Date</b>		<b>State</b>	MA
<b>End Date</b>		<b>Postal Code</b>	02241
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$5,118.50	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Procurement Of Advertising

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**Additional Comments**