

Procurement Report for Putnam County Industrial Development Agency

Fiscal Year Ending: 12/31/2022

 Run Date: 07/07/2023  
 Status: CERTIFIED  
 Certified Date : 07/07/2023

**Procurement Information:**

Question	Response	URL (if Applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="https://putnamida.com/policies-reports/">https://putnamida.com/policies-reports/</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>	BRIM & BRAND LLC	<b>Address Line1</b>	47 ROUTE 311
<b>Type of Procurement</b>	Technology - Consulting/Development or Support	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	CARMELE
<b>Award Date</b>	5/1/2021	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	10512
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$7,300.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$7,300.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	IT SUPPORT SERVICES

<b>2. Vendor Name</b>	NY Capital Technologies	<b>Address Line1</b>	99 Wall Street
<b>Type of Procurement</b>	Telecommunication Equipment or Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	NEW YORK
<b>Award Date</b>	4/30/2024	<b>State</b>	NY
<b>End Date</b>	4/30/2023	<b>Postal Code</b>	10005
<b>Fair Market Value</b>	\$5,000.00	<b>Plus 4</b>	
<b>Amount</b>	\$8,566.03	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$10,950.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>	The contract included purchase of IT equipment approved by the Agency for two computer ( value up to \$2,500 per computer) and tech training for the new computers and connection to the Putnam County Grid.	<b>Procurement Description</b>	Internet. and Server services AND internet equipment

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<b>3.</b>	<b>Vendor Name</b>	PKF O'CONNOR DAVIES	<b>Address Line1</b>	500 MAMARONECK AVENUE
	<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
	<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	HARRISON
	<b>Award Date</b>	1/2/2019	<b>State</b>	NY
	<b>End Date</b>	1/20/2020	<b>Postal Code</b>	10528
	<b>Fair Market Value</b>		<b>Plus 4</b>	
	<b>Amount</b>	\$13,000.00	<b>Province/Region</b>	
	<b>Amount Expended For Fiscal Year</b>	\$13,000.00	<b>Country</b>	United States
	<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	AUDIT OF FINANCIAL STATEMENTS

**Additional Comments**

Previously submitted 6/30/2023