

Procurement Report for The North Country Alliance Local Development Corporation

Fiscal Year Ending: 12/31/2021

Run Date: 03/23/2022

Status: CERTIFIED

Certified Date : 03/23/2022

**Procurement Information:**

Question	Response	URL (If Applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="http://northcountryalliance.org/policies.php">http://northcountryalliance.org/policies.php</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>	CITEC Inc	<b>Address Line1</b>	65 Main Street
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	Box 8561 Clarkson University
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	POTSDAM
<b>Award Date</b>	9/1/2016	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13699
<b>Fair Market Value</b>		<b>Plus 4</b>	8561
<b>Amount</b>	\$11,760.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$11,760.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	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.

<b>2. Vendor Name</b>	Crowley & Halloran, CPAs, P.C.	<b>Address Line1</b>	215 Washington Street
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	WATERTOWN
<b>Award Date</b>	1/2/2014	<b>State</b>	NY
<b>End Date</b>	12/31/2022	<b>Postal Code</b>	13601
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$5,450.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$5,775.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Audit services

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<b>3. Vendor Name</b>	Development Authority of the North Country	<b>Address Line1</b>	317 Washington Street
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	WATERTOWN
<b>Award Date</b>	5/23/2011	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	13601
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$48,709.44	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$50,818.64	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Services related to management of its revolving loan funds, financial management, and associated administrative services.

**Additional Comments**