

Procurement Report for Jefferson Industrial Development Agency

Fiscal Year Ending: 09/30/2020

Run Date: 12/21/2020

Status: CERTIFIED

Certified Date : 12/21/2020

Procurement Information:

| Question | Response | URL (If Applicable) |
|--|----------|---|
| 1. Does the Authority have procurement guidelines? | Yes | https://jcida.com/JCLDC/media/JCLDC/Home/JCIDA-Procurement-Policy-100120.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? | 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? | 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 | ABJ Fire Protection Co. | Address Line1 | 6500 New Venture Gear Dr. |
| Type of Procurement | Other Professional Services | Address Line2 | |
| Award Process | Authority Contract - Non-Competitive Bid | City | EAST SYRACUSE |
| Award Date | 10/1/2019 | State | NY |
| End Date | | Postal Code | 13057 |
| Fair Market Value | \$5,193.60 | Plus 4 | |
| Amount | \$5,193.60 | Province/Region | |
| Amount Expended For Fiscal Year | \$5,193.60 | Country | United States |
| Explain why the Fair Market Value is Less than the Amount | | Procurement Description | Fire/Sprinkler at 146 Arsenal Street |

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|--|--|--------------------------------|----------------------------------|
| 2. Vendor Name | Allied Universal | Address Line1 | Eight Tower Bridge |
| Type of Procurement | Other Professional Services | Address Line2 | 161 Washington Street, Suite 600 |
| Award Process | Authority Contract - Non-Competitive Bid | City | CONSHOHOCKEN |
| Award Date | 10/1/2019 | State | PA |
| End Date | 10/1/2022 | Postal Code | 19428 |
| Fair Market Value | \$87,680.59 | Plus 4 | |
| Amount | \$87,680.59 | Province/Region | |
| Amount Expended For Fiscal Year | \$87,680.59 | Country | United States |
| Explain why the Fair Market Value is Less than the Amount | | Procurement Description | Security for 146 Arsenal Street |

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|--|---|--------------------------------|---------------|
| 3. Vendor Name | Barclay Damon | Address Line1 | PO Box 1265 |
| Type of Procurement | Legal Services | Address Line2 | |
| Award Process | Non Contract Procurement/Purchase Order | City | ALBANY |
| Award Date | | State | NY |
| End Date | | Postal Code | 12201 |
| Fair Market Value | | Plus 4 | 1265 |
| Amount | | Province/Region | |
| Amount Expended For Fiscal Year | \$16,475.00 | Country | United States |
| Explain why the Fair Market Value is Less than the Amount | | Procurement Description | Legal |

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|--|--|--------------------------------|---------------------------------|
| 4. Vendor Name | Bernier, Carr & Associates | Address Line1 | 327 Mullin Street |
| Type of Procurement | Design and Construction/Maintenance | Address Line2 | |
| Award Process | Authority Contract - Non-Competitive Bid | City | WATERTOWN |
| Award Date | 10/1/2019 | State | NY |
| End Date | 9/30/2020 | Postal Code | 13601 |
| Fair Market Value | \$24,725.14 | Plus 4 | |
| Amount | \$24,725.14 | Province/Region | |
| Amount Expended For Fiscal Year | \$24,725.14 | Country | United States |
| Explain why the Fair Market Value is Less than the Amount | | Procurement Description | Engineering at Business Complex |

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| 5. Vendor Name | Bowers & Company | Address Line1 | 1120 Commerce Park Drive East |
| Type of Procurement | Other Professional Services | Address Line2 | |
| Award Process | Non Contract Procurement/Purchase Order | City | WATERTOWN |
| Award Date | | State | NY |
| End Date | | Postal Code | 13601 |
| Fair Market Value | | Plus 4 | |
| Amount | | Province/Region | |
| Amount Expended For Fiscal Year | \$10,375.00 | Country | United States |
| Explain why the Fair Market Value is Less than the Amount | | Procurement Description | Annual Audit |

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|--|---|--------------------------------|---------------|
| 6. Vendor Name | Great American Insurance | Address Line1 | PO Box 2575 |
| Type of Procurement | Other Professional Services | Address Line2 | |
| Award Process | Non Contract Procurement/Purchase Order | City | CINCINNATI |
| Award Date | | State | OH |
| End Date | | Postal Code | 45201 |
| Fair Market Value | | Plus 4 | 2575 |
| Amount | | Province/Region | |
| Amount Expended For Fiscal Year | \$13,503.00 | Country | United States |
| Explain why the Fair Market Value is Less than the Amount | | Procurement Description | D&O Insurance |

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|--|--|--------------------------------|---|
| 7. Vendor Name | Jake's Lawncare, Inc. | Address Line1 | 261 Mullin Street |
| Type of Procurement | Design and Construction/Maintenance | Address Line2 | |
| Award Process | Authority Contract - Non-Competitive Bid | City | WATERTOWN |
| Award Date | 10/1/2019 | State | NY |
| End Date | 10/1/2020 | Postal Code | 13601 |
| Fair Market Value | \$7,000.00 | Plus 4 | |
| Amount | \$7,000.00 | Province/Region | |
| Amount Expended For Fiscal Year | \$7,000.00 | Country | United States |
| Explain why the Fair Market Value is Less than the Amount | | Procurement Description | Lawncare/Snow removal at 146 Arsenal Street |

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|--|--|--------------------------------|----------------------------------|
| 8. Vendor Name | Jefferson County Local Development Corporation | Address Line1 | 800 Starbuck Avenue, Suite 800 |
| Type of Procurement | Other | Address Line2 | |
| Award Process | Authority Contract - Non-Competitive Bid | City | WATERTOWN |
| Award Date | 10/1/2019 | State | NY |
| End Date | 9/30/2020 | Postal Code | 13601 |
| Fair Market Value | \$632,198.47 | Plus 4 | |
| Amount | \$632,198.47 | Province/Region | |
| Amount Expended For Fiscal Year | \$632,198.47 | Country | United States |
| Explain why the Fair Market Value is Less than the Amount | | Procurement Description | Administrative Service Agreement |

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| 9. Vendor Name | Liberty Mutual | Address Line1 | 62 Maple Avenue |
| Type of Procurement | Other Professional Services | Address Line2 | |
| Award Process | Non Contract Procurement/Purchase Order | City | KEENE |
| Award Date | | State | NH |
| End Date | | Postal Code | 03431 |
| Fair Market Value | | Plus 4 | |
| Amount | | Province/Region | |
| Amount Expended For Fiscal Year | \$7,719.28 | Country | United States |
| Explain why the Fair Market Value is Less than the Amount | | Procurement Description | Commercial Insurance |

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|--|--------------------------------------|--------------------------------|---|
| 10. Vendor Name | SWBG | Address Line1 | 193 Green Street |
| Type of Procurement | Design and Construction/Maintenance | Address Line2 | |
| Award Process | Authority Contract - Competitive Bid | City | WATERTOWN |
| Award Date | 11/28/2016 | State | NY |
| End Date | 5/31/2021 | Postal Code | 13601 |
| Fair Market Value | | Plus 4 | |
| Amount | \$16,500.00 | Province/Region | |
| Amount Expended For Fiscal Year | \$16,500.00 | Country | United States |
| Explain why the Fair Market Value is Less than the Amount | | Procurement Description | Snow plowing, other misc. at 146 Arsenal Street |

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| 11. Vendor Name | Selective Insurance | Address Line1 | PO Box 371468 |
| Type of Procurement | Other Professional Services | Address Line2 | |
| Award Process | Non Contract Procurement/Purchase Order | City | PITTSBURGH |
| Award Date | | State | PA |
| End Date | | Postal Code | 15205 |
| Fair Market Value | | Plus 4 | 7468 |
| Amount | | Province/Region | |
| Amount Expended For Fiscal Year | \$32,441.16 | Country | United States |
| Explain why the Fair Market Value is Less than the Amount | | Procurement Description | Commercial Insurance |

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|--|--|--------------------------------|--|
| 12. Vendor Name | Watertown Industrial Center LDC | Address Line1 | 800 Starbuck Avenue |
| Type of Procurement | Design and Construction/Maintenance | Address Line2 | Suite 804 |
| Award Process | Authority Contract - Non-Competitive Bid | City | WATERTOWN |
| Award Date | 7/1/2019 | State | NY |
| End Date | 6/30/2020 | Postal Code | 13601 |
| Fair Market Value | \$15,484.23 | Plus 4 | |
| Amount | \$15,484.23 | Province/Region | |
| Amount Expended For Fiscal Year | \$15,484.23 | Country | United States |
| Explain why the Fair Market Value is Less than the Amount | | Procurement Description | Maintenance Agreement for 146 Arsenal Street |

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Additional Comments