

Procurement Report for Jefferson Industrial Development Agency

Fiscal Year Ending: 12/31/2023

Run Date: 03/26/2024

Status: CERTIFIED

Certified Date : 03/26/2024

Procurement Information:

Question	Response	URL (If Applicable)
1. Does the Authority have procurement guidelines?	Yes	https://jcida.com/wp-content/uploads/2024/01/JCIDA-Procurement-Policy-010424.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	Bernier, Carr & Associates	Address Line1	327 Mullin Streetq
Type of Procurement	Design and Construction/Maintenance	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	WATERTOWN
Award Date	1/1/2023	State	NY
End Date	12/31/2023	Postal Code	13601
Fair Market Value	\$55,666.14	Plus 4	
Amount	\$55,666.14	Province/Region	
Amount Expended For Fiscal Year	\$55,666.14	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Engineering and rock depth analysis at Business Complex

2. 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	\$21,900.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Annual audit and tax returns

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3. 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	\$16,011.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	D&O Insurance

4. Vendor Name	Harris Beach PLLC	Address Line1	677 Broadway
Type of Procurement	Legal Services	Address Line2	Suite 1101
Award Process	Non Contract Procurement/Purchase Order	City	ALBANY
Award Date		State	NY
End Date		Postal Code	12207
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$34,013.79	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Legal

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5. Vendor Name	JCLDC	Address Line1	800 Starbuck Avenue
Type of Procurement	Other	Address Line2	Suite 800
Award Process	Authority Contract - Non-Competitive Bid	City	WATERTOWN
Award Date	1/1/2023	State	NY
End Date	12/31/2023	Postal Code	13601
Fair Market Value	\$707,274.96	Plus 4	
Amount	\$707,274.96	Province/Region	
Amount Expended For Fiscal Year	\$707,274.96	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Administrative Service Agreement

6. 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	\$9,762.23	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Commercial insurance

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Additional Comments