

Procurement Report for Jefferson Industrial Development Agency

Fiscal Year Ending: 12/31/2024

Run Date: 03/27/2025

Status: CERTIFIED

Certified Date : 03/27/2025

**Procurement Information:**

Question	Response	URL (If Applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="https://jcida.com/wp-content/uploads/2025/01/JCIDA-Procurement-Policy-010424.pdf">https://jcida.com/wp-content/uploads/2025/01/JCIDA-Procurement-Policy-010424.pdf</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?	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:**

<b>1. Vendor Name</b>	Bernier, Carr & Associates	<b>Address Line1</b>	15 Public Square
<b>Type of Procurement</b>	Design and Construction/Maintenance	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	WATERTOWN
<b>Award Date</b>	5/5/2022	<b>State</b>	NY
<b>End Date</b>	12/31/2024	<b>Postal Code</b>	13601
<b>Fair Market Value</b>	\$397,450.00	<b>Plus 4</b>	
<b>Amount</b>	\$397,450.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$69,692.49	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Engineering services at Business Complex

<b>2. Vendor Name</b>	Bowers & Company	<b>Address Line1</b>	1120 Commerce Park Drive 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>	WATERTOWN
<b>Award Date</b>		<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>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$19,800.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Annual audit and tax returns

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<b>3. Vendor Name</b>	Great American Insurance	<b>Address Line1</b>	PO Box 2575
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	CINCINNATI
<b>Award Date</b>		<b>State</b>	OH
<b>End Date</b>		<b>Postal Code</b>	45201
<b>Fair Market Value</b>		<b>Plus 4</b>	2575
<b>Amount</b>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$16,465.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	D&O Insurance

<b>4. Vendor Name</b>	Harris Beach Murtha Cullina PPC	<b>Address Line1</b>	677 Broadway
<b>Type of Procurement</b>	Legal Services	<b>Address Line2</b>	Suite 1101
<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	ALBANY
<b>Award Date</b>		<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	12207
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$75,089.56	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Legal services

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<b>5. Vendor Name</b>	Jefferson County Local Development Corporation	<b>Address Line1</b>	800 Starbuck Avenue
<b>Type of Procurement</b>	Other	<b>Address Line2</b>	Suite 800
<b>Award Process</b>	Authority Contract - Non-Competitive Bid	<b>City</b>	WATERTOWN
<b>Award Date</b>	1/4/2024	<b>State</b>	NY
<b>End Date</b>	12/31/2024	<b>Postal Code</b>	13601
<b>Fair Market Value</b>	\$713,700.00	<b>Plus 4</b>	
<b>Amount</b>	\$713,700.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$713,700.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Administrative Service Agreement

<b>6. Vendor Name</b>	North Country Contractors	<b>Address Line1</b>	23892 US Route 11
<b>Type of Procurement</b>	Design and Construction/Maintenance	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	CALCIUM
<b>Award Date</b>	9/12/2024	<b>State</b>	NY
<b>End Date</b>	12/31/2024	<b>Postal Code</b>	13616
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$1,121,300.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$875,328.97	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Pipeline construction at the Business Complex

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<b>7. Vendor Name</b>	Selective Insurance	<b>Address Line1</b>	PO Box 371468
<b>Type of Procurement</b>	Other Professional Services	<b>Address Line2</b>	
<b>Award Process</b>	Non Contract Procurement/Purchase Order	<b>City</b>	PITTSBURGH
<b>Award Date</b>		<b>State</b>	PA
<b>End Date</b>		<b>Postal Code</b>	15205
<b>Fair Market Value</b>		<b>Plus 4</b>	7468
<b>Amount</b>		<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$10,228.65	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Commercial insurance

Additional Comments