PARIS
Public Authorities Reporting Information System

Procurement Report for Bolton Local Development Corporation

Fiscal Year Ending: 12/31/2023

Run Date: 08/26/2024
Status: CERTIFIED
Certified Date : 08/26/2024

**Procurement Information:**

| Question | | Response | URL (If Applicable) |
|---|---|---|---|
| 1. | Does the Authority have procurement guidelines? | Yes | https://boltonldc.com/policies/ |
| 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:**

| | | | |
|---|---|---|---|
| **1. Vendor Name** | Brenda Powell | **Address Line1** | PO Box 166 |
| **Type of Procurement** | Staffing Services | **Address Line2** | |
| **Award Process** | Authority Contract - Non-Competitive Bid | **City** | BOLTON LANDING |
| **Award Date** | 1/1/2022 | **State** | NY |
| **End Date** | | **Postal Code** | 12814 |
| **Fair Market Value** | $825.00 | **Plus 4** | |
| **Amount** | $825.00 | **Province/Region** | |
| **Amount Expended For Fiscal Year** | $825.00 | **Country** | United States |
| **Explain why the Fair Market Value is Less than the Amount** | Brenda is paid by the hour for her assistance when needed throughout the year and receives a 1099 for the total ($825 in this case). | **Procurement Description** | Administrative and Clerical Staff |

| | | | |
|---|---|---|---|
| **2. Vendor Name** | Elaine Chiovarou-Brown | **Address Line1** | 919 Trout Lake Rd. |
| **Type of Procurement** | Staffing Services | **Address Line2** | |
| **Award Process** | Authority Contract - Non-Competitive Bid | **City** | BOLTON LANDING |
| **Award Date** | 1/1/2022 | **State** | NY |
| **End Date** | | **Postal Code** | 12814 |
| **Fair Market Value** | $2,834.75 | **Plus 4** | |
| **Amount** | $2,834.75 | **Province/Region** | |
| **Amount Expended For Fiscal Year** | $2,834.75 | **Country** | United States |
| **Explain why the Fair Market Value is Less than the Amount** | Elaine is paid by the hour for her assistance when needed throughout the year and receives a 1099 for the total ($2,834.75 in this case). | **Procurement Description** | Administrative and Clerical Staff |

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| | | | |
|---|---|---|---|
| **3. Vendor Name** | Marvin and Company PC | **Address Line1** | 111 Everts Avenue |
| **Type of Procurement** | Financial Services | **Address Line2** | P.O. Box 4750 |
| **Award Process** | Authority Contract - Non-Competitive Bid | **City** | QUEENSBURY |
| **Award Date** | 12/15/2015 | **State** | NY |
| **End Date** | | **Postal Code** | 12804 |
| **Fair Market Value** | $21,550.00 | **Plus 4** | |
| **Amount** | $21,550.00 | **Province/Region** | |
| **Amount Expended For Fiscal Year** | $21,550.00 | **Country** | United States |
| **Explain why the Fair Market Value is Less than the Amount** | | **Procurement Description** | Auditing services |

**Additional Comments**