

Procurement Report for Batavia Development Corporation

Fiscal Year Ending: 03/31/2022

Run Date: 06/22/2023

Status: CERTIFIED

Certified Date : 03/27/2023

Procurement Information:

Question	Response	URL (If Applicable)
1. Does the Authority have procurement guidelines?	Yes	http://bataviadevelopmentcorp.org/wp-content/uploads/2021/06/Procurement-Policy-adopted-final-1-28-2021.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"?	No	
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	Freed Maxick CPA, PC	Address Line1	1 Evans St.
Type of Procurement	Financial Services	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	BATAVIA
Award Date		State	NY
End Date		Postal Code	14020
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$5,762.64	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Freed Maxick CPA reviewed the BDC's financials creating all necessary documents to file the year end 990 and CHAR 500; to include financial statements and management letter.

2. Vendor Name	Harris Beach PLLC	Address Line1	99 Garnsey Rd.
Type of Procurement	Legal Services	Address Line2	Ste.1
Award Process	Non Contract Procurement/Purchase Order	City	PITTSFORD
Award Date		State	NY
End Date		Postal Code	14534
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$29,901.63	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Harris Beach PLLC provides legal guidance and representation in all transactions that require legal advice and documents.

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3. Vendor Name	LaBella Associates, PC	Address Line1	300 Pearl St.
Type of Procurement	Consulting Services	Address Line2	Suite 130
Award Process	Authority Contract - Non-Competitive Bid	City	BUFFALO
Award Date	7/25/2019	State	NY
End Date		Postal Code	14202
Fair Market Value	\$10,000.00	Plus 4	
Amount	\$10,000.00	Province/Region	
Amount Expended For Fiscal Year	\$9,975.62	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	LaBella provides assistance to the BDC with administering the DRI Building Improvement Fund. The proposal includes general program management and administration of individual building projects. The proposal will not exceed \$10,000.

Additional Comments

Additions were made to the procurement report to add vendors who met or exceeded \$5000 in service payments.