

Procurement Report for Batavia Development Corporation

Fiscal Year Ending: 03/31/2024

Run Date: 06/26/2024

Status: CERTIFIED

Certified Date : 06/26/2024

Procurement Information:

Question		Response	URL (If Applicable)
1.	Does the Authority have procurement guidelines?	Yes	https://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	Drescher & Malecki LLP	Address Line1	PO Box 408
Type of Procurement	Financial Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	LANCASTER
Award Date	1/1/2022	State	NY
End Date	12/31/2026	Postal Code	14086
Fair Market Value	\$20,280.00	Plus 4	
Amount	\$20,280.00	Province/Region	
Amount Expended For Fiscal Year	\$7,880.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Providing services for annual financial review and completion followed by submission of 990 and CHAR500.

2. Vendor Name	Fidelis Care	Address Line1	PO BOX 19166
Type of Procurement	Other	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	LONG ISLAND CITY
Award Date		State	NY
End Date		Postal Code	11101
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$5,627.64	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Health insurance coverage for BDC director.

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3. Vendor Name	Harris Beach PLLC	Address Line1	726 Exchange Street
Type of Procurement	Legal Services	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	BUFFALO
Award Date		State	NY
End Date		Postal Code	14210
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$11,503.74	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Professional Services

4. Vendor Name	In Site Architecture, LLP	Address Line1	2 Borden Ave.
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	PERRY
Award Date	12/12/2022	State	NY
End Date	9/30/2023	Postal Code	14530
Fair Market Value	\$28,200.00	Plus 4	
Amount	\$28,200.00	Province/Region	
Amount Expended For Fiscal Year	\$21,150.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Provided services to create an analysis to determine the reuse of a historical building in our downtown.

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5. Vendor Name	LaBella Associates, DPC	Address Line1	300 Pearl Street
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	BUFFALO
Award Date	7/15/2019	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	\$6,810.64	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Professional Services

Additional Comments