

Procurement Report for Geneva Industrial Development Agency

Fiscal Year Ending: 09/30/2022

Run Date: 12/22/2022

Status: CERTIFIED

Certified Date : 12/22/2022

Procurement Information:

Question	Response	URL (If Applicable)
1. Does the Authority have procurement guidelines?	Yes	https://cityofgenevany.com/295/Industrial-Development-Agency-IDA
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	JJB Mechanical	Address Line1	235 Elmdorf Ave
Type of Procurement	Design and Construction/Maintenance	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	ROCHESTER
Award Date	4/8/2022	State	NY
End Date		Postal Code	14619
Fair Market Value		Plus 4	
Amount	\$16,961.37	Province/Region	
Amount Expended For Fiscal Year	\$16,961.37	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Replacement of an HVAC unit at the GEDC

2. Vendor Name	MRB Group	Address Line1	145 Culver Rd #160
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	ROCHESTER
Award Date	1/7/2022	State	NY
End Date	12/31/2022	Postal Code	14620
Fair Market Value	\$38,800.00	Plus 4	
Amount	\$38,800.00	Province/Region	
Amount Expended For Fiscal Year	\$38,800.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Administrative staffing services and cost benefit analysis tool

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3. Vendor Name	Mengel Metzker Barr & Co	Address Line1	100 Chestnut St. Suite 1200
Type of Procurement	Financial Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	ROCHESTER
Award Date	1/7/2022	State	NY
End Date		Postal Code	14604
Fair Market Value		Plus 4	
Amount	\$11,250.00	Province/Region	
Amount Expended For Fiscal Year	\$11,250.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	2020-21 Audit Services

4. Vendor Name	Plumley Engineering	Address Line1	8232 LOOP ROAD
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	BALDWINVILLE
Award Date	6/3/2022	State	NY
End Date		Postal Code	13027
Fair Market Value		Plus 4	
Amount	\$31,200.00	Province/Region	
Amount Expended For Fiscal Year	\$21,833.08	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	environmental engineering services - develop remediation plan for Gateway parcel for submission to DEC

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Additional Comments