

**Procurement-Information:**

| Question   | Response | URL (if applicable) |
|--|----------|---------------------|
| 1. Does the Authority have procurement guidelines?   | Yes      | www.albanyida.com   |
| 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       |                     |

Procurement Transactions Listing:

1. Vendor Name: Capitalize Albany Corporation

Type of Procurement: Other Professional Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 03/25/2013  
End Date: 12/31/2013  
Amount: \$250,000  
Amount Expended for Fiscal Year: \$250,000  
Fair market value: \$250,000

Explain why the fair market value is less than the amount:

Address Line1: 21 Lodge Street  
Address Line2:  
City: ALBANY  
State: NY  
Postal Code: 12207  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Professional Services

2. Vendor Name: City of Albany

Type of Procurement: Legal Services  
Award Process: Non Contract Procurement/Purchase Order  
Award Date:  
End Date:  
Amount:  
Amount Expended for Fiscal Year: \$42,000  
Fair market value:

Explain why the fair market value is less than the amount:

Address Line1: 24 Eagle Street  
Address Line2:  
City: ALBANY  
State: NY  
Postal Code: 12207  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Legal Services

Procurement Transactions Listing:

3. Vendor Name: Teal, Becker, and Chiaramonte CPAs, PC

Type of Procurement: Financial Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 12/19/2013  
End Date: 03/31/2014  
Amount: \$7,000  
Amount Expended for Fiscal Year: \$0  
Fair market value: \$7,000

Explain why the fair market value is less than the amount:

Address Line1: 7 Washington Square  
Address Line2:  
City: ALBANY  
State: NY  
Postal Code: 12205  
Plus 4:  
Province Region:  
Country: USA  
Procurement Description: Auditing Services

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Procurement Transactions Listing:

Additional Comments: