

Procurement Report for Albany City Industrial Development Agency

Fiscal Year Ending: 12/31/2022

Run Date: 03/31/2023

Status: CERTIFIED

Certified Date : 03/31/2023

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?	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?	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"?	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	CBRE	Address Line1	210 Washington Avenue Extension
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	ALBANY
Award Date	6/16/2022	State	NY
End Date		Postal Code	12203
Fair Market Value		Plus 4	
Amount	\$49,250.00	Province/Region	
Amount Expended For Fiscal Year	\$49,250.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Commercial Real Estate Market Study

2. Vendor Name	Capitalize Albany Corporation	Address Line1	21 Lodge Street
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	ALBANY
Award Date	1/1/2022	State	NY
End Date	12/31/2022	Postal Code	12207
Fair Market Value	\$494,228.04	Plus 4	
Amount	\$494,228.04	Province/Region	
Amount Expended For Fiscal Year	\$453,042.37	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Professional Services

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3. Vendor Name	Capitalize Albany Corporation	Address Line1	21 Lodge Street
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	ALBANY
Award Date	1/1/2021	State	NY
End Date	12/31/2021	Postal Code	12207
Fair Market Value	\$250,000.00	Plus 4	
Amount	\$250,000.00	Province/Region	
Amount Expended For Fiscal Year	\$187,500.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Contract for services for economic development program

4. Vendor Name	City of Albany	Address Line1	24 Eagle Street
Type of Procurement	Legal Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	ALBANY
Award Date	1/1/2022	State	NY
End Date	12/31/2022	Postal Code	12207
Fair Market Value	\$42,000.00	Plus 4	
Amount	\$42,000.00	Province/Region	
Amount Expended For Fiscal Year	\$0.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Legal Services

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5. Vendor Name	Teal, Becker, and Chiaramonte CPAs, PC	Address Line1	7 Washington Square
Type of Procurement	Financial Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	ALBANY
Award Date	10/21/2021	State	NY
End Date	10/20/2022	Postal Code	12205
Fair Market Value	\$7,200.00	Plus 4	
Amount	\$7,200.00	Province/Region	
Amount Expended For Fiscal Year	\$7,200.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Auditing Services

6. Vendor Name	W-ZHA, LLC	Address Line1	1031 Skidmore Drive
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	ANNAPOLIS
Award Date	4/20/2017	State	MD
End Date		Postal Code	21409
Fair Market Value		Plus 4	
Amount	\$10,080.00	Province/Region	
Amount Expended For Fiscal Year	\$10,500.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	3rd Part Analysis for IDA projects

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7. Vendor Name	Zimmerman-Volk Associates, Inc.	Address Line1	PO Box 4907
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	CLINTON
Award Date	6/16/2022	State	NJ
End Date		Postal Code	08809
Fair Market Value		Plus 4	
Amount	\$30,500.00	Province/Region	
Amount Expended For Fiscal Year	\$25,500.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Multi Family Market Study

Additional Comments