

**Procurement-Information:**

| Question   | Response | URL (if applicable)   |
|--|----------|---|
| 1. Does the Authority have procurement guidelines?   | Yes      | <a href="http://www.cayugacountyida.com/ida-documents-and-policies/#idaDocs">http://www.cayugacountyida.com/ida-documents-and-policies/#idaDocs</a> |
| 2. Are the procurement guidelines reviewed annually, amended if needed, and approved by the Board?   | No       |   |
| 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?   | 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      |   |

Procurement Transactions Listing:

1. Vendor Name: Cayuga Economic Development Agency

Type of Procurement: Staffing Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 07/01/2013  
End Date: 12/31/2013  
Amount: \$10,000  
Amount Expended for Fiscal Year: \$10,000  
Fair market value: \$10,000

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

Address Line1: 2 State Street  
Address Line2:  
City: AUBURN  
State: NY  
Postal Code: 13021  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Administrative Services Contract

2. Vendor Name: Cuddy & Ward CPAs

Type of Procurement: Consulting Services  
Award Process: Authority Contract - Non-Competitive Bid  
Award Date: 12/09/2013  
End Date:  
Amount: \$5,900  
Amount Expended for Fiscal Year: \$5,900  
Fair market value: \$5,900

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

Address Line1: 110 Genesee Street  
Address Line2: Suite 230  
City: AUBURN  
State: NY  
Postal Code: 13021  
Plus 4:  
Province Region:  
Country: USA

Procurement Description: Independent Audit for FY 2013

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Procurement Transactions Listing:

Additional Comments: