

Procurement Report for Monroe County Industrial Development Corporation

Fiscal Year Ending: 12/31/2023

Run Date: 07/22/2024

Status: CERTIFIED

Certified Date : 05/06/2024

Procurement Information:

Question	Response	URL (If Applicable)
1. Does the Authority have procurement guidelines?	Yes	https://monroecountybusiness.org/mcidc/policies-organizational-documents/
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"?	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	Alliant Insurance Services, Inc.	Address Line1	4530 Walney Rd. Suite 200
Type of Procurement	Other	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	CHANTILLY
Award Date	6/30/2023	State	VA
End Date	6/30/2024	Postal Code	20151
Fair Market Value	\$10,338.65	Plus 4	
Amount	\$10,338.65	Province/Region	
Amount Expended For Fiscal Year	\$10,338.65	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	SBA D&O and E&O Insurance

2. Vendor Name	County of Monroe	Address Line1	39 West Main Street
Type of Procurement	Other	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	ROCHESTER
Award Date	1/1/2023	State	NY
End Date	12/31/2023	Postal Code	14614
Fair Market Value	\$90,000.00	Plus 4	
Amount	\$90,000.00	Province/Region	
Amount Expended For Fiscal Year	\$90,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Covers a portion of overhead including copying charges, postage, printing, advertising, information services and rent.

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3. Vendor Name	Loewke & Brill Consulting Group	Address Line1	491 Elmgrove Rd. Suite 2
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	ROCHESTER
Award Date	1/1/2022	State	NY
End Date	12/31/2025	Postal Code	14606
Fair Market Value		Plus 4	
Amount	\$9,500.00	Province/Region	
Amount Expended For Fiscal Year	\$9,500.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Local labor monitoring

4. Vendor Name	Mengel Metzger Barr & Co., LLP	Address Line1	100 Chestnut St., Suite 1200
Type of Procurement	Financial Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	ROCHESTER
Award Date	1/1/2023	State	NY
End Date	12/31/2023	Postal Code	14614
Fair Market Value		Plus 4	
Amount	\$16,525.00	Province/Region	
Amount Expended For Fiscal Year	\$11,750.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Financial Audit

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5. Vendor Name	Monroe #1 BOCES	Address Line1	41 O'Connor Rd
Type of Procurement	Other	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	FAIRPORT
Award Date	6/1/2023	State	NY
End Date	9/30/2023	Postal Code	14450
Fair Market Value	\$20,000.00	Plus 4	
Amount	\$20,000.00	Province/Region	
Amount Expended For Fiscal Year	\$15,546.90	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Summer Advance Manufacturing Experience - summer program for high school students to expose them to careers in advanced manufacturing

6. Vendor Name	Monroe 2 - Orleans BOCES	Address Line1	3589 Big Ridge Rd
Type of Procurement	Other	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	SPENCERPORT
Award Date	5/1/2023	State	NY
End Date	6/30/2024	Postal Code	14559
Fair Market Value	\$72,210.00	Plus 4	
Amount	\$72,210.00	Province/Region	
Amount Expended For Fiscal Year	\$47,600.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	CDL Licensing classes and student tuition

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7. Vendor Name	Monroe 2 - Orleans BOCES	Address Line1	3589 Big Ridge Rd
Type of Procurement	Other	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	SPENCERPORT
Award Date	6/30/2023	State	NY
End Date	9/30/2023	Postal Code	14559
Fair Market Value	\$20,000.00	Plus 4	
Amount	\$20,000.00	Province/Region	
Amount Expended For Fiscal Year	\$16,066.69	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Summer Advanced Manufactures Experience - Summer program for high school students to expose them to careers in advanced manufacturing.

8. Vendor Name	Rochester Museum and Science Center	Address Line1	657 East Ave
Type of Procurement	Other	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	ROCHESTER
Award Date	7/1/2023	State	NY
End Date	7/1/2024	Postal Code	14607
Fair Market Value	\$50,000.00	Plus 4	
Amount	\$50,000.00	Province/Region	
Amount Expended For Fiscal Year	\$52,171.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Workforce Development Internship program for city youth

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9. Vendor Name	Rochester Technology & Manufacturing Association	Address Line1	2024 West Henrietta Rd. SUite 3J
Type of Procurement	Other	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	ROCHESTER
Award Date	8/1/2023	State	NY
End Date	10/4/2023	Postal Code	14623
Fair Market Value	\$10,000.00	Plus 4	
Amount	\$10,000.00	Province/Region	
Amount Expended For Fiscal Year	\$10,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Event for high school students highlighting technology and manufacturing careers

10. Vendor Name	The Bonadio Group	Address Line1	171 Sullys Trail, Suite 201
Type of Procurement	Financial Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	PITTSFORD
Award Date	1/1/2023	State	NY
End Date	12/31/2023	Postal Code	14534
Fair Market Value		Plus 4	
Amount	\$55,700.00	Province/Region	
Amount Expended For Fiscal Year	\$65,660.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Financial Management

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11. Vendor Name	Ventures Lending Technologies	Address Line1	2448 Historic Decautr Rd. Suite 240
Type of Procurement	Technology - Software	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	SAN DIEGO
Award Date		State	CA
End Date		Postal Code	92106
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$9,675.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Lending software for SBA 504 Loan portfolio

Additional Comments