

2018 Procurement Report

Rensselaer County Water and Sewer Authority

In accordance with the Authority's procurement policy, the awarding of procurement contracts is overseen by the Executive Director and the IDA Board. The 2018 Procurement Contract Report is attached.

Procurement Report for Rensselaer County Water and Sewer Authority

Fiscal Year Ending: 12/31/2018

Run Date: 03/29/2019
 Status: CERTIFIED
 Certified Date : 03/29/2019

Procurement Information:

Question	Response	URL (if Applicable)
1. Does the Authority have procurement guidelines?	Yes	http://discoverensselaer.com/cwusa/
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	A. Septic	Address Line1	P.O. Box 86
	Type of Procurement	Design and Construction/Maintenance	Address Line2	
	Award Process	Authority Contract - Competitive Bid	City	RENSELAER
	Award Date	4/1/2017	State	NY
	End Date	3/31/2020	Postal Code	12144
	Fair Market Value		Plus 4	
	Amount	\$6,630.00	Province/Region	
	Amount Expended For	\$6,630.00	Country	United States
	Fiscal Year		Procurement Description	maintenance and repair of small sewer system
	Explain why the Fair Market Value is Less than the Amount			

2.	Vendor Name	Berens -Tate Consulting Group	Address Line1	10050 Regency Circle
	Type of Procurement	Consulting Services	Address Line2	Suite 110
	Award Process	Authority Contract - Non-Competitive Bid	City	OMAHA
	Award Date	5/23/2018	State	NE
	End Date		Postal Code	68114
	Fair Market Value	\$6,000.00	Plus 4	
	Amount	\$6,000.00	Province/Region	
	Amount Expended For	\$6,000.00	Country	United States
	Fiscal Year		Procurement Description	Calculation of Arbitrage Rebate amounts for bond issues
	Explain why the Fair Market Value is Less than the Amount			

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3.	Vendor Name	JP Industrial Services, Inc.	Address Line1	56 Central Ave.
	Type of Procurement	Design and Construction/Maintenance	Address Line2	
	Award Process	Authority Contract - Non-Competitive Bid	City	RAVENA
	Award Date	8/18/2016	State	NY
	End Date		Postal Code	12143
	Fair Market Value	\$17,300.00	Plus 4	
	Amount	\$17,300.00	Province/Region	
	Amount Expended For	\$17,300.00	Country	United States
	Fiscal Year		Procurement Description	3rd Ave. Pump Station rehabilitation
	Explain why the Fair Market Value is Less than the Amount			

4.	Vendor Name	Whiteman, Oslernan & Hanna	Address Line1	One commerce Plaza
	Type of Procurement	Legal Services	Address Line2	
	Award Process	Authority Contract - Non-Competitive Bid	City	ALBANY
	Award Date	1/2/2008	State	NY
	End Date		Postal Code	12260
	Fair Market Value	\$7,004.00	Plus 4	
	Amount	\$7,004.00	Province/Region	
	Amount Expended For	\$7,004.00	Country	United States
	Fiscal Year		Procurement Description	Authority counsel
	Explain why the Fair Market Value is Less than the Amount			

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5.	Vendor Name	Wojleski and Co, CPA's, PC	Address Line1	75 Troy road
	Type of Procurement	Other Professional Services	Address Line2	
	Award Process	Authority Contract - Non-Competitive Bid	City	EAST GREENBUSH
	Award Date	1/24/2011	State	NY
	End Date		Postal Code	12061
	Fair Market Value	\$6,092.00	Plus 4	
	Amount	\$6,092.00	Province/Region	
	Amount Expended For	\$6,092.00	Country	United States
	Fiscal Year		Procurement Description	Annual audit of the authority
	Explain why the Fair Market Value is Less than the Amount			

Additional Comments