

Procurement Report for Bolton Local Development Corporation

Fiscal Year Ending: 12/31/2021

Run Date: 04/07/2022

Status: CERTIFIED

Certified Date : 04/07/2022

Procurement Information:

| Question | Response | URL (If Applicable) |
|--|----------|---|
| 1. Does the Authority have procurement guidelines? | Yes | https://www.boltonldc.com/policies/ |
| 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 | |

Procurement Report for Bolton Local Development Corporation

Fiscal Year Ending: 12/31/2021

Run Date: 04/07/2022

Status: CERTIFIED

Certified Date : 04/07/2022

Procurement Transactions Listing:

| | | | |
|--|--|--------------------------------|--|
| 1. Vendor Name | Kerry V. Girard (KVG), CPA | Address Line1 | 138 Quaker Rd. |
| Type of Procurement | Financial Services | Address Line2 | |
| Award Process | Authority Contract - Non-Competitive Bid | City | QUEENSBURY |
| Award Date | 8/3/2016 | State | NY |
| End Date | | Postal Code | 12804 |
| Fair Market Value | \$4,665.00 | Plus 4 | |
| Amount | \$4,665.00 | Province/Region | |
| Amount Expended For Fiscal Year | \$4,665.00 | Country | United States |
| Explain why the Fair Market Value is Less than the Amount | | Procurement Description | Accounting, payroll and Tax preparation Services |

| | | | |
|--|--|--------------------------------|-------------------|
| 2. Vendor Name | Marvin and Company PC | Address Line1 | 111 Everts Avenue |
| Type of Procurement | Financial Services | Address Line2 | |
| Award Process | Authority Contract - Non-Competitive Bid | City | QUEENSBURY |
| Award Date | 12/15/2015 | State | NY |
| End Date | | Postal Code | 12804 |
| Fair Market Value | \$13,125.00 | Plus 4 | |
| Amount | \$13,125.00 | Province/Region | |
| Amount Expended For Fiscal Year | \$13,125.00 | Country | United States |
| Explain why the Fair Market Value is Less than the Amount | | Procurement Description | Auditing services |

Procurement Report for Bolton Local Development Corporation

Fiscal Year Ending: 12/31/2021

Run Date: 04/07/2022

Status: CERTIFIED

Certified Date : 04/07/2022

Additional Comments