

Procurement Report for Peekskill Industrial Development Agency

Fiscal Year Ending: 12/31/2023

 Run Date: 03/29/2024
 Status: CERTIFIED
 Certified Date : 03/29/2024

Procurement Information:

Question	Response	URL (If Applicable)
1. Does the Authority have procurement guidelines?	Yes	https://www.cityofpeekskill.com/425/City-of-Peekskill-Industrial-Development
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	Day and Stokosa Engineering P.C	Address Line1	1019 Park Street
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	PEEKSKILL
Award Date	5/23/2023	State	NY
End Date		Postal Code	10566
Fair Market Value		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	Civil engineering services

2. Vendor Name	Harris Beach PLLC	Address Line1	677 Broadway
Type of Procurement	Legal Services	Address Line2	Suite 1101
Award Process	Authority Contract - Non-Competitive Bid	City	ALBANY
Award Date	9/26/2019	State	NY
End Date		Postal Code	12207
Fair Market Value	\$45,964.00	Plus 4	
Amount	\$45,964.00	Province/Region	
Amount Expended For Fiscal Year	\$45,964.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Agency Legal Counsel & Transaction Counsel

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3. Vendor Name	Michael Miner - MJM Television and Video	Address Line1	1019 Park Street
Type of Procurement	Other	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	PEEKSKILL
Award Date		State	NY
End Date		Postal Code	10566
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$7,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Video production services

4. Vendor Name	Shalinthia Miles Smith Company	Address Line1	649 Empire Boulevard, Apt #23
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	BROOKLYN
Award Date	2/22/2022	State	NY
End Date	2/28/2024	Postal Code	11213
Fair Market Value	\$38,666.25	Plus 4	
Amount	\$38,666.25	Province/Region	
Amount Expended For Fiscal Year	\$38,666.25	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Administrative and project staff services

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Additional Comments