

Procurement Report for Sullivan County Funding Corporation

Fiscal Year Ending: 12/31/2022

Run Date: 03/31/2023

Status: CERTIFIED

Certified Date : 03/31/2023

Procurement Information:

Question	Response	URL (If Applicable)
1. Does the Authority have procurement guidelines?	Yes	http://www.scfundingcorp.com/by-laws-and-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?	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	County of Sullivan Industrial Development Agency	Address Line1	548 Broadway
Type of Procurement	Staffing Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	MONTICELLO
Award Date	2/4/2021	State	NY
End Date	12/31/2021	Postal Code	12701
Fair Market Value	\$20,000.00	Plus 4	
Amount	\$20,000.00	Province/Region	
Amount Expended For Fiscal Year	\$23,845.90	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Bookkeeping and administrative services for the Sullivan County Funding Corporation

2. Vendor Name	Hudson Valley Agribusiness Development Corporation	Address Line1	507 Warren Street, 2nd Floor
Type of Procurement	Other	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	HUDSON
Award Date	7/1/2020	State	NY
End Date	6/30/2023	Postal Code	12534
Fair Market Value	\$75,000.00	Plus 4	
Amount	\$75,000.00	Province/Region	
Amount Expended For Fiscal Year	\$25,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	services to foster the growth and development of agricultural businesses in Sullivan County and the Hudson Valley region.

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3. Vendor Name	RBT CPAs LLP	Address Line1	51 Sullivan Street
Type of Procurement	Financial Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	WURTSBORO
Award Date	12/27/2019	State	NY
End Date	12/31/2022	Postal Code	12790
Fair Market Value	\$15,600.00	Plus 4	
Amount	\$15,600.00	Province/Region	
Amount Expended For Fiscal Year	\$7,684.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	annual auditing services

4. Vendor Name	Sullivan Catskills Regional Food Hub, Inc.	Address Line1	92 Commerce Drive
Type of Procurement	Other	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	LIBERTY
Award Date		State	NY
End Date		Postal Code	12754
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$5,500.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	advance on funds to be paid under the terms of Community and Economic Development Agreement between SCFC and Sullivan Catskills Regional Food Hub, Inc.(in draft as of 12/31/22, executed 1/9/23).

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Additional Comments