

Procurement Report for Utica Harbor Point Local Development Corporation

Fiscal Year Ending: 03/31/2025

 Run Date: 11/13/2025
 Status: CERTIFIED
 Certified Date : 11/13/2025

Procurement Information:

Question		Response	URL (If Applicable)
1.	Does the Authority have procurement guidelines?	Yes	www.cityofutica.com
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?	No	

Procurement Report for Utica Harbor Point Local Development Corporation

Fiscal Year Ending: 03/31/2025

 Run Date: 11/13/2025
 Status: CERTIFIED
 Certified Date : 11/13/2025

Procurement Transactions Listing:

1. Vendor Name	Bonadio Group	Address Line1	PO Box 657
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	BUFFALO
Award Date	6/25/2025	State	NY
End Date		Postal Code	14240
Fair Market Value		Plus 4	
Amount	\$17,500.00	Province/Region	
Amount Expended For Fiscal Year	\$17,500.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	audit services

2. Vendor Name	Harris Beach, PLLC	Address Line1	726 Exchange Street
Type of Procurement	Legal Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	BUFFALO
Award Date	2/21/2018	State	NY
End Date		Postal Code	14210
Fair Market Value	\$52,000.00	Plus 4	
Amount	\$52,000.00	Province/Region	
Amount Expended For Fiscal Year	\$52,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	legal fees

Procurement Report for Utica Harbor Point Local Development Corporation

Fiscal Year Ending: 03/31/2025

Run Date: 11/13/2025

Status: CERTIFIED

Certified Date : 11/13/2025

3. Vendor Name	Scalzo, Zogby & Wittig	Address Line1	120 Lomond Court
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	UTICA
Award Date		State	NY
End Date		Postal Code	13502
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$11,897.31	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	insurance coverage

Additional Comments