

Procurement Report for Broome County Land Bank

Fiscal Year Ending: 12/31/2023

Run Date: 02/23/2024

Status: CERTIFIED

Certified Date : 02/23/2024

Procurement Information:

Question	Response	URL (If Applicable)
1. Does the Authority have procurement guidelines?	Yes	https://broomelandbank.org/public-information/
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?	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	Broome County Government	Address Line1	60 Hawley Street
Type of Procurement	Other	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	BINGHAMTON
Award Date		State	NY
End Date		Postal Code	13901
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$118,251.28	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Shared Services agreement, including salary and fringe benefits for Land Bank staff, supportive and IT services, and the purchase of properties.

2. Vendor Name	Clearview Door & Window	Address Line1	78 Hill Avenue
Type of Procurement	Design and Construction/Maintenance	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	JOHNSON CITY
Award Date	6/20/2023	State	NY
End Date	10/20/2023	Postal Code	13790
Fair Market Value		Plus 4	
Amount	\$155,000.00	Province/Region	
Amount Expended For Fiscal Year	\$155,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Complete residential rehabilitation of single-family home in the Town of Vestal with the the Land Bank's CDBG funds.

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3. Vendor Name	Dan Brown Construction	Address Line1	2 Valley Street
Type of Procurement	Design and Construction/Maintenance	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	ENDWELL
Award Date	5/23/2023	State	NY
End Date	11/1/2023	Postal Code	13760
Fair Market Value		Plus 4	
Amount	\$333,500.00	Province/Region	
Amount Expended For Fiscal Year	\$331,138.31	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Complete residential rehabilitation of single-family home in the Town of Maine with the the Land Bank's CDBG funds, including water well and septic system installation.

4. Vendor Name	Delta Engineers, Architects & Land Surveyors, DPC	Address Line1	860 Hooper Road
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	ENDWELL
Award Date	6/7/2022	State	NY
End Date	6/7/2024	Postal Code	13760
Fair Market Value		Plus 4	
Amount	\$23,449.00	Province/Region	
Amount Expended For Fiscal Year	\$23,449.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Environmental Testing Services to include general consultation, coordination, environmental testing, technical support, planning, programming, design, bidding, and construction support services for various projects.

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5. Vendor Name	EFPR Group, CPAs, PLLC	Address Line1	6390 Main Street
Type of Procurement	Financial Services	Address Line2	Suite 200
Award Process	Authority Contract - Competitive Bid	City	WILLIAMSVILLE
Award Date	10/27/2020	State	NY
End Date	12/31/2023	Postal Code	14221
Fair Market Value		Plus 4	
Amount	\$5,100.00	Province/Region	
Amount Expended For Fiscal Year	\$5,100.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Professional Auditing and Tax Preparation

6. Vendor Name	First Ward Action Council	Address Line1	167 Clinton Street
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	BINGHAMTON
Award Date	1/1/2019	State	NY
End Date		Postal Code	13905
Fair Market Value	\$5,884.74	Plus 4	
Amount	\$5,884.74	Province/Region	
Amount Expended For Fiscal Year	\$5,884.74	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Provided construction management services at rehabilitation properties

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7. Vendor Name	Gorick Construction Co., Inc.	Address Line1	27 Track Drive
Type of Procurement	Design and Construction/Maintenance	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	BINGHAMTON
Award Date	3/21/2023	State	NY
End Date	6/7/2023	Postal Code	13904
Fair Market Value		Plus 4	
Amount	\$94,600.00	Province/Region	
Amount Expended For Fiscal Year	\$94,600.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Demolition Contractor

8. Vendor Name	Idea Kraft	Address Line1	45 Lewis Street
Type of Procurement	Technology - Consulting/Development or Support	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	BINGHAMTON
Award Date	1/24/2023	State	NY
End Date	12/31/2023	Postal Code	13901
Fair Market Value		Plus 4	
Amount	\$10,921.52	Province/Region	
Amount Expended For Fiscal Year	\$10,921.52	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Website design services.

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9. Vendor Name	J.G. Maintenance Construction Services	Address Line1	26 Laine Court
Type of Procurement	Design and Construction/Maintenance	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	APALACHIN
Award Date		State	NY
End Date		Postal Code	13732
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$21,180.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Property Maintenance

10. Vendor Name	Keystone Material Testing, LLC d/b/a Keystone Environmental Services	Address Line1	58 Exchange Street
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	BINGHAMTON
Award Date	6/1/2022	State	NY
End Date	5/31/2024	Postal Code	13901
Fair Market Value		Plus 4	
Amount	\$57,906.58	Province/Region	
Amount Expended For Fiscal Year	\$57,906.58	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Environmental Testing Services to include general consultation, coordination, environmental testing, technical support, planning, programming, design, bidding, and construction support services for various projects.

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11. Vendor Name	L2 Studio Lombardini Layton Architecture, PLLC	Address Line1	134 Court Street
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	BINGHAMTON
Award Date	6/7/2022	State	NY
End Date	6/7/2024	Postal Code	13901
Fair Market Value		Plus 4	
Amount	\$55,359.39	Province/Region	
Amount Expended For Fiscal Year	\$55,359.39	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Professional Architecture and Engineering Services and Construction Administration Services for rehab properties.

12. Vendor Name	Leatherstocking Co-Op Insurance Company	Address Line1	PO Box 630
Type of Procurement	Other	Address Line2	4313 County Rt. 11
Award Process	Non Contract Procurement/Purchase Order	City	COOPERSTOWN
Award Date		State	NY
End Date		Postal Code	13326
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$9,031.78	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	General Liability Insurance for Real Property Inventory.

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13. Vendor Name	MRB Group	Address Line1	145 Culver Road
Type of Procurement	Consulting Services	Address Line2	#160
Award Process	Authority Contract - Competitive Bid	City	ROCHESTER
Award Date	4/18/2023	State	NY
End Date		Postal Code	14620
Fair Market Value		Plus 4	
Amount	\$13,950.00	Province/Region	
Amount Expended For Fiscal Year	\$13,252.50	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Provide professional services to assist with a strategic plan update.

14. Vendor Name	Mondorf & Fenwick, PLLC	Address Line1	523 Columbia Drive
Type of Procurement	Financial Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	JOHNSON CITY
Award Date	12/13/2022	State	NY
End Date	12/31/2023	Postal Code	13790
Fair Market Value		Plus 4	
Amount	\$13,387.00	Province/Region	
Amount Expended For Fiscal Year	\$13,387.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Accounting services.

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15. Vendor Name	Platinum Roofing & Construction	Address Line1	176 Dimmock Hill Road
Type of Procurement	Design and Construction/Maintenance	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	BINGHAMTON
Award Date	8/29/2023	State	NY
End Date	10/31/2023	Postal Code	13905
Fair Market Value		Plus 4	
Amount	\$10,775.00	Province/Region	
Amount Expended For Fiscal Year	\$10,775.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Trash & Rubbish Removal for several Land Bank properties.

16. Vendor Name	SEPP Group, Inc.	Address Line1	53 Front Street
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	BINGHAMTON
Award Date	6/24/2021	State	NY
End Date	7/1/2024	Postal Code	13905
Fair Market Value	\$68,167.12	Plus 4	
Amount	\$68,167.12	Province/Region	
Amount Expended For Fiscal Year	\$68,167.12	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Provided construction management services at rehabilitation properties

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17. Vendor Name	Sunstream Corporation	Address Line1	6 Spring Forest Avenue
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	BINGHAMTON
Award Date	6/21/2023	State	NY
End Date		Postal Code	13905
Fair Market Value		Plus 4	
Amount	\$16,460.00	Province/Region	
Amount Expended For Fiscal Year	\$16,460.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Asbestos Abatement

18. Vendor Name	Thomas, Collison and Meagher	Address Line1	1201 Monroe Street
Type of Procurement	Legal Services	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	ENDICOTT
Award Date		State	NY
End Date		Postal Code	13760
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$5,440.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Legal services for the Land Bank.

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Additional Comments