

Procurement Report for Herkimer Tobacco Asset Securitization Corporation

Fiscal Year Ending: 12/31/2020

Run Date: 03/30/2021

Status: CERTIFIED

Certified Date : 03/30/2021

Procurement Information:

Question	Response	URL (If Applicable)
1. Does the Authority have procurement guidelines?	Yes	http://herkimer.yourtasc.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?	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	D'Arcangelo & Company	Address Line1	200 East Garden Street
Type of Procurement	Financial Services	Address Line2	PO Box 4300
Award Process	Non Contract Procurement/Purchase Order	City	ROME
Award Date		State	NY
End Date		Postal Code	13440
Fair Market Value		Plus 4	4325
Amount		Province/Region	
Amount Expended For Fiscal Year	\$6,500.00	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	99 Garnsey
Type of Procurement	Legal Services	Address Line2	
Award Process	Authority Contract - Non-Competitive Bid	City	PITTSFORD
Award Date	1/1/2021	State	NY
End Date		Postal Code	14534
Fair Market Value	\$5,250.00	Plus 4	
Amount	\$5,250.00	Province/Region	
Amount Expended For Fiscal Year	\$5,250.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	procured legal services

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3. Vendor Name	Lorraine Lewandrowski	Address Line1	420 East German Street
Type of Procurement	Legal Services	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	HERKIMER
Award Date		State	NY
End Date		Postal Code	13350
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$5,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Legal Services

Additional Comments