## Procurement Information:

<table>
<thead>
<tr>
<th>Question</th>
<th>Response</th>
<th>URL (if applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Are the procurement guidelines reviewed annually, amended if needed, and approved by the Board?</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>3. Does the Authority allow for exceptions to the procurement guidelines?</td>
<td>No</td>
<td></td>
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<tr>
<td>4. Does the Authority assign credit cards to employees for travel and/or business purchases?</td>
<td>Yes</td>
<td></td>
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<tr>
<td>5. Does the Authority require prospective bidders to sign a non-collusion agreement?</td>
<td>Yes</td>
<td></td>
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<tr>
<td>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?</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>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, &quot;The Procurement Lobbying Act&quot;?</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>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?</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>8a If Yes, was a record made of this impermissible contact?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>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?</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>
Procurement Report for Troy Community Land Bank Corporation

Fiscal Year Ending: 12/31/2016

Status: CERTIFIED

Procurement Transactions Listing:

1. Vendor Name: Brown and Brown
   Type of Procurement: Other Professional Services
   Award Process: Authority Contract - Competitive Bid
   Award Date: 02/18/2015
   End Date: 
   Amount: $35,000
   Amount Expended for Fiscal Year: $32,366
   Fair market value: 
   Explain why the fair market value is less than the amount: 
   Address Line1: 500 Plum Street
   City: SYRACUSE
   State: NY
   Postal Code: 13204
   Country: USA
   Procurement Description: Insurance

2. Vendor Name: Marvin and Company
   Type of Procurement: Financial Services
   Award Process: Non Contract Procurement/Purchase Order
   Award Date: 
   End Date: 
   Amount: $5,400
   Amount Expended for Fiscal Year: 
   Fair market value: 
   Explain why the fair market value is less than the amount: 
   Address Line1: 11 British American Boulevard
   City: LATHAM
   State: NY
   Postal Code: 12110
   Country: USA
   Procurement Description: Auditing Services
## Procurement Transactions Listing

### Additional Comments: