

**MUNICIPAL ASSISTANCE CORPORATION
FOR THE CITY OF TROY**

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**Procurement Contract Report
January 1, 2019 – December 31, 2019**

Section 2879 of the Public authorities Law of the State of New York requires the Corporation to annually prepare and approve a report of its procurement contracts. The Corporation's Procurement Contract Guidelines, adopted pursuant to statute, specify that such report be submitted to the New York State Division of the Budget, with copies to the New York State Department of Audit and Control, the Department of Economic Development, the Senate Finance Committee, and the Assembly Ways and Means Committee of the State of New York. Section 2879 mandates that the report include:

1. The Corporation's Procurement Contract Guidelines;
2. An explanation of the Guidelines and any amendments thereto;
3. A list of the procurement contracts entered into;
4. The selection process used to select each contractor;
5. A list of procurement contracts entered into that were exempt from the publication requirements of Article 4-C of the Economic Development Law and the basis for any such exemption; and
6. The status of existing procurement contracts.

The purpose of the Corporation's Procurement Contract Guidelines is to detail the Corporation's policies and procedures regarding the use, awarding, monitoring and reporting of procurement contracts as defined in Section 2879. These guidelines govern the Corporation's agreements for the acquisition of goods and services of any kind, in the actual or estimated amount of \$5,000 or more. The Procurement Contract Guidelines were adopted during this period.

Attached to the Procurement Contract Guidelines is a Procurement Data Request, which lists the procurement contracts entered into during the report period, gives the status of all procurement contracts in effect during the period, and provides such other information as section 2879, State Regulations pertaining thereto, and the Procurement Contract Guidelines require.

Municipal Assistance Corporation for the City of Troy

Procurement Contracts

Fiscal Year Ending December 31, 2019

<u>Contractor</u>	<u>Contract Description</u>	<u>CONTRACT DURATION</u>			<u>AMOUNT EXPENDED</u>	
		<u>Start Date</u>	<u>Completion Date</u>	<u>Current Year</u>	<u>Life of Contract</u>	
The Bank of New York Mellon	Trustee	1995	Continuing	\$ 6,050	\$114,395	
Hawkins Delafield & Wood LLP	Legal Services	1995	Continuing	0	185,569	
Bollam, Sheedy, Torani & Co. LLP	Audit Services	1995	Annual	16,152	290,509	
Beatrice G. Raynor	Accounting Services	2008	Annual	9,409	109,925	