

Procurement Report for New York City Energy Efficiency Corporation

Fiscal Year Ending: 06/30/2018

Run Date: 02/19/2019

Status: CERTIFIED

Certified Date : 02/19/2019

**Procurement Information:**

Question	Response	URL (If Applicable)
1. Does the Authority have procurement guidelines?	Yes	<a href="http://www.nyceec.com">www.nyceec.com</a>
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?	Yes	
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	

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**Procurement Transactions Listing:**

<b>1. Vendor Name</b>	EME Consulting Engineering Group, LLC	<b>Address Line1</b>	129 West 27th St., 7th Floor
<b>Type of Procurement</b>	Consulting Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	NEW YORK
<b>Award Date</b>	5/22/2018	<b>State</b>	NY
<b>End Date</b>	5/22/2020	<b>Postal Code</b>	10001
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$100,000.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$0.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	General on-call engineering support services

<b>2. Vendor Name</b>	Group-S LLC (d/b/a En-Power Group)	<b>Address Line1</b>	50 Main Street, Suite 1000
<b>Type of Procurement</b>	Consulting Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	WHITE PLAINS
<b>Award Date</b>	6/5/2018	<b>State</b>	NY
<b>End Date</b>	6/5/2020	<b>Postal Code</b>	10606
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$100,000.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$0.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	General on-call engineering support services

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<b>3. Vendor Name</b>	Hillmann Consulting	<b>Address Line1</b>	25 First Ave, Suite 311
<b>Type of Procurement</b>	Design and Construction/Maintenance	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	ATLANTIC HIGHLANDS
<b>Award Date</b>	11/3/2017	<b>State</b>	NJ
<b>End Date</b>	11/3/2019	<b>Postal Code</b>	07716
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$100,000.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$10,400.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Construction monitoring services

<b>4. Vendor Name</b>	Offset Renewables LLC	<b>Address Line1</b>	123 Town Square Place, #405
<b>Type of Procurement</b>	Consulting Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	JERSEY CITY
<b>Award Date</b>	3/21/2018	<b>State</b>	NJ
<b>End Date</b>	3/21/2020	<b>Postal Code</b>	07310
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$100,000.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$0.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	General on-call financial modeling and analysis services

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<b>5. Vendor Name</b>	Otterbourg PC	<b>Address Line1</b>	230 Park Ave
<b>Type of Procurement</b>	Legal Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	NEW YORK
<b>Award Date</b>	7/28/2017	<b>State</b>	NY
<b>End Date</b>		<b>Postal Code</b>	10169
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$100,000.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$71,973.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Legal services

<b>6. Vendor Name</b>	Spectacle Seeds Unlimited LLC	<b>Address Line1</b>	295 Washington Ave, Apt. 5L
<b>Type of Procurement</b>	Other	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	BROOKLYN
<b>Award Date</b>	1/17/2018	<b>State</b>	NY
<b>End Date</b>	1/17/2020	<b>Postal Code</b>	11205
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$100,000.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$12,075.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	General on-call creative services for print, digital, video and event marketing

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<b>7. Vendor Name</b>	Tech Impact	<b>Address Line1</b>	417 North 8th Street, #203
<b>Type of Procurement</b>	Telecommunication Equipment or Services	<b>Address Line2</b>	
<b>Award Process</b>	Authority Contract - Competitive Bid	<b>City</b>	PHILADELPHIA
<b>Award Date</b>	2/2/2018	<b>State</b>	PA
<b>End Date</b>	2/2/2021	<b>Postal Code</b>	19123
<b>Fair Market Value</b>		<b>Plus 4</b>	
<b>Amount</b>	\$100,000.00	<b>Province/Region</b>	
<b>Amount Expended For Fiscal Year</b>	\$2,515.00	<b>Country</b>	United States
<b>Explain why the Fair Market Value is Less than the Amount</b>		<b>Procurement Description</b>	Hosted VOIP phone services

Additional Comments