

Procurement Report for New York City Energy Efficiency Corporation

Fiscal Year Ending: 06/30/2019

Run Date: 08/25/2020

Status: CERTIFIED

Certified Date : 08/25/2020

Procurement Information:

Question	Response	URL (If Applicable)	
1.	Does the Authority have procurement guidelines?	Yes	https://www.nyceec.com/wp-content/uploads/2020/02/Procurement-Policy.pdf
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:

1. Vendor Name	Amanda Villarosa	Address Line1	235 Smith Street Apt. 3
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	BROOKLYN
Award Date	6/3/2019	State	NY
End Date	6/3/2020	Postal Code	11231
Fair Market Value		Plus 4	
Amount	\$20,000.00	Province/Region	
Amount Expended For Fiscal Year	\$0.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	General on-call interior and architecture photography services.

2. Vendor Name	Aran Baker	Address Line1	1356 Idylberry Rd.
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	SAN RAFAEL
Award Date	3/4/2019	State	CA
End Date	3/4/2021	Postal Code	94903
Fair Market Value		Plus 4	
Amount	\$100,000.00	Province/Region	
Amount Expended For Fiscal Year	\$10,620.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	General on-call design services for print, digital, video and event marketing.

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3. Vendor Name	Astron Solutions	Address Line1	505 8th Avenue Suite 2200
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	NEW YORK
Award Date	4/1/2019	State	NY
End Date	4/1/2021	Postal Code	10018
Fair Market Value		Plus 4	
Amount	\$100,000.00	Province/Region	
Amount Expended For Fiscal Year	\$15,435.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Perform all aspects of human relations services for NYCEEC on both a regular and "ad hoc" basis.

4. Vendor Name	Iron Mountain Secure Shredding, Inc.	Address Line1	12 Money Hill Rd.
Type of Procurement	Other	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	CHEPACHET
Award Date	9/18/2018	State	RI
End Date	9/18/2019	Postal Code	02814
Fair Market Value		Plus 4	
Amount	\$780.00	Province/Region	
Amount Expended For Fiscal Year	\$512.64	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Document destruction and removal.

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5. Vendor Name	J Ray Community Development LLC	Address Line1	27 Bedford Rd.
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	KATONAH
Award Date	9/4/2018	State	NY
End Date	9/4/2019	Postal Code	10536
Fair Market Value		Plus 4	
Amount	\$100,000.00	Province/Region	
Amount Expended For Fiscal Year	\$34,418.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Develop and maintain a database of solar + storage project leads for NYCEEC; research the solar + storage space and deliver presentation on such to NYCCEC; research the policy and regulatory context for solar + storage in NYCEEC's eligible region and

6. Vendor Name	J Ray Community Development LLC	Address Line1	27 Bedford Rd.
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	KATONAH
Award Date	6/10/2019	State	NY
End Date	6/10/2020	Postal Code	10536
Fair Market Value		Plus 4	
Amount	\$20,000.00	Province/Region	
Amount Expended For Fiscal Year	\$0.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Consulting services to assist NYCEEC in becoming a qualified lender under the Connecticut C-PACE program.

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7. Vendor Name	LexisNexis Risk Solutions Inc.	Address Line1	1000 Alderman Drive
Type of Procurement	Legal Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	ALPHARETTA
Award Date	11/1/2018	State	GA
End Date	11/1/2019	Postal Code	30005
Fair Market Value		Plus 4	
Amount	\$5,400.00	Province/Region	
Amount Expended For Fiscal Year	\$3,150.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Subscription access to LexisNexis.

8. Vendor Name	Personal Computer Power Center, Inc.	Address Line1	1650 Broadway Suite 605
Type of Procurement	Technology - Consulting/Development or Support	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	NEW YORK
Award Date	4/10/2019	State	NY
End Date	4/30/2021	Postal Code	10019
Fair Market Value		Plus 4	
Amount	\$100,000.00	Province/Region	
Amount Expended For Fiscal Year	\$6,314.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	IT support, hardware and software, including transitioning from prior IT support provider.

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9. Vendor Name	Pryor Cashman LLP	Address Line1	7 Times Square
Type of Procurement	Legal Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	NEW YORK
Award Date	1/2/2019	State	NY
End Date		Postal Code	10036
Fair Market Value		Plus 4	
Amount	\$100,000.00	Province/Region	
Amount Expended For Fiscal Year	\$0.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	On call legal services for debt workout and other matters as may be required.

10. Vendor Name	Quench USA Inc.	Address Line1	780 5th Avenue, Suite 200
Type of Procurement	Commodities/Supplies	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	KING OF PRUSSIA
Award Date	9/14/2018	State	PA
End Date	9/14/2020	Postal Code	19406
Fair Market Value		Plus 4	
Amount	\$1,179.00	Province/Region	
Amount Expended For Fiscal Year	\$604.50	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Water system for office.

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11. Vendor Name	Roya Media LLC (d/b/a "Vision Flourish")	Address Line1	1-50 50th Avenue, Apt. 1108
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	LONG ISLAND CITY
Award Date	3/1/2019	State	NY
End Date	3/1/2020	Postal Code	11101
Fair Market Value		Plus 4	
Amount	\$100,000.00	Province/Region	
Amount Expended For Fiscal Year	\$14,892.50	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	General marketing and communication services.

12. Vendor Name	The IT Kinds (d/b/a "Roundtable Technology")	Address Line1	PO Box 2313
Type of Procurement	Technology - Consulting/Development or Support	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	LEWISTON
Award Date	5/1/2019	State	ME
End Date	6/30/2019	Postal Code	04241
Fair Market Value		Plus 4	
Amount	\$100,000.00	Province/Region	
Amount Expended For Fiscal Year	\$4,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	On-call IT support.

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13. Vendor Name	Urban Energy Advisors LLC (d/b/a/ "Urban Ingenuity")	Address Line1	486 Greenwich Street
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	NEW YORK
Award Date	12/20/2018	State	NY
End Date	9/30/2019	Postal Code	10013
Fair Market Value		Plus 4	
Amount	\$20,000.00	Province/Region	
Amount Expended For Fiscal Year	\$3,822.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Subgrant agreement for Urban Ingenuity to provide consulting services to support creating Washington DC Green Bank.

Additional Comments