

Procurement Report for New York City Energy Efficiency Corporation

Fiscal Year Ending: 06/30/2023

Run Date: 02/01/2024

Status: CERTIFIED

Certified Date : 02/01/2024

Procurement Information:

Question		Response	URL (If Applicable)
1.	Does the Authority have procurement guidelines?	Yes	https://nyceec.com/regulatory-and-financial-matters/
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	Akerman LLP	Address Line1	1251 Avenue of the Americas
Type of Procurement	Legal Services	Address Line2	37th Floor
Award Process	Authority Contract - Competitive Bid	City	NEW YORK
Award Date	11/17/2022	State	NY
End Date		Postal Code	10020
Fair Market Value		Plus 4	
Amount	\$20,000.00	Province/Region	
Amount Expended For Fiscal Year	\$9,439.50	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Consultant provides legal services

2. Vendor Name	Allectrify	Address Line1	195 Van Ness Avenue
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	ASHLAND
Award Date	5/23/2023	State	OR
End Date	12/31/2023	Postal Code	97520
Fair Market Value		Plus 4	
Amount	\$20,000.00	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	Consultant providing assistance in becoming capital provider for Rhode Island and Pennsylvania C-PACE programs

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3. Vendor Name	American Express	Address Line1	200 Vesey St
Type of Procurement	Financial Services	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	NEW YORK
Award Date		State	NY
End Date		Postal Code	10285
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$55,819.32	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Consultant provides business credit card to NYCEEC employees.

4. Vendor Name	Applied Business Software	Address Line1	2847 Gundry Avenue
Type of Procurement	Technology - Software	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	LONG BEACH
Award Date		State	CA
End Date		Postal Code	90755
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$6,760.44	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Consultant provides online software for loan origination and loan servicing.

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5. Vendor Name	Arbola, Inc.	Address Line1	7526 Coxton Court, Unit F
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	ALEXANDRIA
Award Date	7/17/2019	State	VA
End Date	7/31/2025	Postal Code	22306
Fair Market Value		Plus 4	
Amount	\$100,000.00	Province/Region	
Amount Expended For Fiscal Year	\$40,661.25	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Provide consulting services for Salesforce and other electronic services.

6. Vendor Name	ArmadaCare	Address Line1	230 Schilling Cir #140
Type of Procurement	Staffing Services	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	HUNT VALLEY
Award Date		State	MD
End Date		Postal Code	21031
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$16,802.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Vendor provides supports for the Corporation's health care services.

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7. 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	4/1/2021	State	NY
End Date	4/1/2023	Postal Code	10018
Fair Market Value		Plus 4	
Amount	\$100,000.00	Province/Region	
Amount Expended For Fiscal Year	\$59,621.00	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.

8. Vendor Name	Automatic Data Processing (ADP)	Address Line1	One ADP Drive MS-100
Type of Procurement	Technology - Software	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	AUGUSTA
Award Date		State	GA
End Date		Postal Code	30909
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$5,959.84	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Vendor provides payroll processing services.

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9. Vendor Name	BURCHMAN, TERRIO, GEBHARDT & QUIST LLC (d/b/a "BTQ Financial")	Address Line1	115 Broadway
Type of Procurement	Financial Services	Address Line2	19th Floor
Award Process	Authority Contract - Competitive Bid	City	NEW YORK
Award Date	4/1/2019	State	NY
End Date	12/31/2024	Postal Code	10006
Fair Market Value		Plus 4	
Amount	\$1,000,000.00	Province/Region	
Amount Expended For Fiscal Year	\$170,774.92	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Consultant to provide financial advisory services including amongst other responsibilities: managing the general ledger system, handling payment processing, bookkeeping and financial reporting to NYCEEC management, recording and tracking payroll, tra

10. Vendor Name	Bank of America	Address Line1	1 Bryant Park
Type of Procurement	Financial Services	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	NEW YORK
Award Date		State	NY
End Date		Postal Code	10036
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$18,904.11	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Banking services including loans

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11. Vendor Name	Bricker Graydon	Address Line1	100 South Third Street
Type of Procurement	Legal Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	COLUMBUS
Award Date	8/11/2022	State	OH
End Date		Postal Code	43215
Fair Market Value		Plus 4	
Amount	\$100,000.00	Province/Region	
Amount Expended For Fiscal Year	\$14,531.25	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Consultant providing legal services on

12. Vendor Name	Bright Power Inc.	Address Line1	11 Hanover Square
Type of Procurement	Design and Construction/Maintenance	Address Line2	21st Floor
Award Process	Authority Contract - Competitive Bid	City	NEW YORK
Award Date	6/30/2023	State	NY
End Date	6/30/2026	Postal Code	10005
Fair Market Value		Plus 4	
Amount	\$100,000.00	Province/Region	
Amount Expended For Fiscal Year	\$7,650.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Consultant delivering and supporting a benchmarking and monitoring tool

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13. Vendor Name	CLO MOR PRESS, INC D/B/A INKFISH DESIGN	Address Line1	16440 Franklin Rd.
Type of Procurement	Technology - Consulting/Development or Support	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	FORT BRAGG
Award Date	2/8/2021	State	CA
End Date	2/8/2025	Postal Code	95437
Fair Market Value		Plus 4	
Amount	\$20,000.00	Province/Region	
Amount Expended For Fiscal Year	\$7,812.50	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Consultant provides website and graphic design services

14. Vendor Name	Cool Insuring Agency Inc	Address Line1	784 Troy-Schenectady Rd
Type of Procurement	Other Professional Services	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	LATHAM
Award Date		State	NY
End Date		Postal Code	12110
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$37,359.95	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Commercial, personal and life and health insurance provider

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15. Vendor Name	Dell Marketing LP	Address Line1	One Dell Way
Type of Procurement	Technology - Hardware	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	ROUND ROCK
Award Date		State	TX
End Date		Postal Code	78682
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$7,382.94	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Consultant provides computers and parts.

16. Vendor Name	Dentons US LLP	Address Line1	1221 Avenue of the Americas
Type of Procurement	Legal Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	NEW YORK
Award Date	6/1/2017	State	NY
End Date		Postal Code	10020
Fair Market Value		Plus 4	
Amount	\$100,000.00	Province/Region	
Amount Expended For Fiscal Year	\$12,245.40	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Consultant to provide legal services.

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17. Vendor Name	Deutsche Bank Trust Company Americas	Address Line1	1 Columbus Circle
Type of Procurement	Financial Services	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	NEW YORK
Award Date		State	NY
End Date		Postal Code	10019
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$223,564.37	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Banking and loan services

18. Vendor Name	Goldstein Hall PLLC	Address Line1	80 Broad Street Suite 303
Type of Procurement	Legal Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	NEW YORK
Award Date	6/10/2021	State	NY
End Date		Postal Code	10004
Fair Market Value		Plus 4	
Amount	\$100,000.00	Province/Region	
Amount Expended For Fiscal Year	\$12,873.50	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Consultant provides legal services.

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19. Vendor Name	Hillmann Consulting, LLC	Address Line1	25 First Avenue
Type of Procurement	Design and Construction/Maintenance	Address Line2	Suite 311
Award Process	Authority Contract - Competitive Bid	City	ATLANTIC HIGHLANDS
Award Date	11/3/2017	State	NJ
End Date	11/3/2023	Postal Code	07716
Fair Market Value		Plus 4	
Amount	\$100,000.00	Province/Region	
Amount Expended For Fiscal Year	\$9,500.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Consultant providing construction monitoring services

20. Vendor Name	Jonathan Proman, Esq.	Address Line1	30 Wall Street 8th Fl.
Type of Procurement	Legal Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	NEW YORK
Award Date	12/9/2021	State	NY
End Date		Postal Code	10005
Fair Market Value		Plus 4	
Amount	\$20,000.00	Province/Region	
Amount Expended For Fiscal Year	\$10,192.35	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Consultant provides legal services.

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21. 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	7/1/2019	State	GA
End Date		Postal Code	30005
Fair Market Value		Plus 4	
Amount	\$5,400.00	Province/Region	
Amount Expended For Fiscal Year	\$5,400.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Subscription access to LexisNexis.

22. Vendor Name	Marks Paneth LLP	Address Line1	685 Third Avenue
Type of Procurement	Financial Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	NEW YORK
Award Date	6/9/2020	State	NY
End Date		Postal Code	10017
Fair Market Value		Plus 4	
Amount	\$32,850.00	Province/Region	
Amount Expended For Fiscal Year	\$32,850.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Consultant to provide audit services for the fiscal year ending June 30, 2020.

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23. Vendor Name	Mom Project (Helen Cheung)	Address Line1	55 9th St, Apt 816
Type of Procurement	Consulting Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	SAN FRANCISCO
Award Date	4/7/2022	State	CA
End Date	1/8/2024	Postal Code	94103
Fair Market Value		Plus 4	
Amount	\$20,000.00	Province/Region	
Amount Expended For Fiscal Year	\$11,701.80	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Consultant to provide services consisting of analytical assistance, including qualitative and quantitative data analysis and financial modeling.

24. Vendor Name	Otterbourg	Address Line1	230 Park Avenue
Type of Procurement	Legal Services	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	NEW YORK
Award Date	7/28/2017	State	NY
End Date		Postal Code	10169
Fair Market Value		Plus 4	
Amount	\$100,000.00	Province/Region	
Amount Expended For Fiscal Year	\$60,947.80	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Consultant providing legal services

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25. 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	5/1/2024	Postal Code	10019
Fair Market Value		Plus 4	
Amount	\$100,000.00	Province/Region	
Amount Expended For Fiscal Year	\$39,411.20	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.

26. Vendor Name	Principal Financial Group (PLIC)	Address Line1	1155 6th Ave #11
Type of Procurement	Other	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	NEW YORK
Award Date		State	NY
End Date		Postal Code	10036
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$19,498.79	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Consultant provides dental insurance and life insurance policies to employees.

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27. Vendor Name	Salesforce.com	Address Line1	1095 Avenue of the Americas
Type of Procurement	Technology - Software	Address Line2	
Award Process	Non Contract Procurement/Purchase Order	City	NEW YORK
Award Date		State	NY
End Date		Postal Code	10036
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$21,580.20	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Consultant provides software system to help company manage its business.

28. Vendor Name	Shelterpoint Life Insurance Co.	Address Line1	1225 Franklin Avenue
Type of Procurement	Other	Address Line2	
Award Process	Authority Contract - Competitive Bid	City	GARDEN CITY
Award Date	12/4/2017	State	NY
End Date		Postal Code	11530
Fair Market Value		Plus 4	
Amount	\$100,000.00	Province/Region	
Amount Expended For Fiscal Year	\$5,845.01	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Consultant provides life insurance policies for employees

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29. Vendor Name	Valuation Plus	Address Line1	875 Mamaroneck Avenue
Type of Procurement	Financial Services	Address Line2	Suite 302
Award Process	Authority Contract - Competitive Bid	City	MAMARONECK
Award Date	6/5/2023	State	NY
End Date	10/1/2023	Postal Code	10543
Fair Market Value		Plus 4	
Amount	\$20,000.00	Province/Region	
Amount Expended For Fiscal Year	\$8,000.00	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Consultant hired for appraisal of a NYCEEC project

30. Vendor Name	Zoom	Address Line1	55 Almaden Boulevard
Type of Procurement	Telecommunication Equipment or Services	Address Line2	6th Floor
Award Process	Non Contract Procurement/Purchase Order	City	SAN JOSE
Award Date		State	CA
End Date		Postal Code	95113
Fair Market Value		Plus 4	
Amount		Province/Region	
Amount Expended For Fiscal Year	\$6,179.07	Country	United States
Explain why the Fair Market Value is Less than the Amount		Procurement Description	Zoom phone numbers/annual license

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Additional Comments