

**BUFFALO FISCAL STABILITY AUTHORITY**  
**Report on Procurement Contracts for the Fiscal Year Ended June 30, 2013**

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The following is the annual Report on Procurement Contracts of the Buffalo Fiscal Stability Authority (the “BFSA” or the “Authority”) for the fiscal year ended June 30, 2013.

**Reporting Requirements**

***New York State Public Authorities Law***

New York State Public Authorities Law §2879(7) requires public authorities to “annually prepare and approve a report on procurement contracts.” New York State Public Authorities Law §2879(2) defines a procurement contract as, “a written agreement for the acquisition of goods or services of any kind, in the actual or estimated amount of five thousand dollars or more.”

***Buffalo Fiscal Stability Authority’s Procurement Guidelines***

BFSA’s Procurement Guidelines, Article X, §1001, states “the Authority shall annually prepare for approval by the Directors and public availability a report on procurement contracts as of the end of each fiscal year summarizing procurement activity by the [BFSA] for the period of the report, including a listing of all contracts entered into, the selection process used to select such contractors and the status of existing Procurement Contracts.” Article 201 of BFSA’s Procurement Guidelines defines a Procurement Contract as, “...any written agreement of the Authority for the acquisition of goods or services of any kind in the actual or estimated amount of \$25,000, or more”.

**Summary of Procurement Contracts**

The following is a list of procurement contracts exceeding \$5,000 (on the cash basis) which were effective during the year ended June 30, 2013

- 1. Vendor:** The Bank of New York  
**Amount:** \$14,600  
**Description of service(s) provided:** The annual trustee fees incurred are for administration of the bond accounts for BFSA’s outstanding long-term debt.  
**Selection Process:** The vendor responded to a Request for Proposal and was selected after consideration of all proposals.  
**Contract Status:** Current
- 2. Vendor:** Magavern Magavern Grimm LLP  
**Amount:** \$6,600.00  
**Description of service(s) provided:** The vendor provided general counsel services.  
**Selection Process:** The vendor was selected by the BFSA Board of Directors.  
**Contract Status:** Ongoing with respect to general counsel services.

- 3. Vendor:** Buffalo Economic Renaissance Corporation  
**Amount:** \$41,976  
**Description of service(s) provided:** Lease of office space  
**Selection Process:** The rental space was selected initially as it was both cost-effective and was within a City owned property.  
**Contract Status:** New lease is in the process of being negotiated.
- 4. Vendor:** Harris Beach, PLLC  
**Amount:** \$83,252.13  
**Description of service(s) provided:** The vendor provided litigation services.  
**Selection Process:** The vendor responded to a Request for Proposal and was selected after consideration of all proposals.  
**Contract Status:** Ongoing.
- 5. Vendor:** Lumsden & McCormick, LLP  
**Amount:** \$12,100.00  
**Description of service(s) provided:** Accounting and Auditing Services  
**Selection Process:** The vendor responded to a Request for Proposal and was selected after consideration of all proposals.  
**Contract Status:** Extended in the prior year for the available two option years, to include the audits for 2012 and 2013.
- 6. Vendor:** Copier Fax Business Technologies Inc.  
**Amount:** \$7,282.64  
**Description of service(s) provided:** New multi-functional copier machine purchased from this supplier plus on-going monthly maintenance service for such.  
**Selection Process:** The vendor responded to a Request for Proposal and was selected after consideration of all proposals.  
**Contract Status:** Maintenance service contract extends forward for 24 months from February 28, 2013 purchase date.