

Investment Information:

Question	Response	URL (if applicable)
1. Has the Authority prepared an Annual Investment Report for the reporting period as required by Section 2925(6) of PAL?	No	
2. Are the Authority's investment guidelines reviewed and approved annually?	Yes	
3. Did the Authority have an independent audit of investments as required by Section 2925(3)(f) of PAL?	No	
4. Has the Authority's independent auditor issued a management letter to the Authority in connection with its annual audit of investments?	No	

Additional Comments:

Procurement-Information:

Question	Response	URL (if applicable)
1. Does the Authority have procurement guidelines?	Yes	http://www.growmonroe.org/comida/policies
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?	Yes	

Procurement Transactions Listing:

<p>1. Vendor Name: County of Monroe</p> <p>Type of Procurement: Other</p> <p>Award Process: Authority Contract - Non-Competitive Bid</p> <p>Award Date: 12/01/2010</p> <p>End Date: 12/31/2011</p> <p>Amount: \$265,000</p> <p>Amount Expended for Fiscal Year: \$265,000</p> <p>Address Line1: 39 West Main Street</p> <p>Address Line2:</p> <p>City: ROCHESTER</p> <p>State: NY</p> <p>Postal Code: 14614</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: Administrative support and facilities.</p>	<p>2. Vendor Name: Fennie & Associates</p> <p>Type of Procurement: Other</p> <p>Award Process: Authority Contract - Competitive Bid</p> <p>Award Date: 01/01/2011</p> <p>End Date: 12/31/2011</p> <p>Amount: \$234,000</p> <p>Amount Expended for Fiscal Year: \$240,255</p> <p>Address Line1: 98 North Country Club Drive</p> <p>Address Line2:</p> <p>City: ROCHESTER</p> <p>State: NY</p> <p>Postal Code: 14618</p> <p>Plus 4:</p> <p>Province Region:</p> <p>Country: USA</p> <p>Procurement Description: Identify and qualify DOD/INTEL prospects Program Manage the INTEL Project through completion and maintain involvement in the entity. Identify, develop and implement a strategy to secure Federal Earmarks to assist with above. Other Economic Development</p>
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Procurement Transactions Listing:

3. Vendor Name: Greater Rochester Enterprise

Type of Procurement: Other

Award Process: Authority Contract - Non-Competitive Bid

Award Date: 01/01/2011

End Date: 12/31/2011

Amount: \$100,000

Amount Expended for Fiscal Year: \$100,000

Address Line1: 100 Chestnut Street

Address Line2:

City: ROCHESTER

State: NY

Postal Code: 14614

Plus 4:

Province Region:

Country: USA

Procurement Description: Economic Development Partnership Marketing

4. Vendor Name: Harris Beach, LLP

Type of Procurement: Legal Services

Award Process: Authority Contract - Competitive Bid

Award Date: 03/01/2007

End Date: 12/31/2011

Amount: \$0

Amount Expended for Fiscal Year: \$79,940

Address Line1: 99 Garnsey Road

Address Line2:

City: PITTSFORD

State: NY

Postal Code: 14534

Plus 4:

Province Region:

Country: USA

Procurement Description: Legal Services Contract calls for billing at standard billing rates.

Procurement Transactions Listing:

<p>5. Vendor Name: High Tech Rochester Inc.</p> <p>Type of Procurement: Other Award Process: Authority Contract - Non-Competitive Bid Award Date: 01/01/2011 End Date: 12/31/2011 Amount: \$150,000 Amount Expended for Fiscal Year: \$150,000</p> <p>Address Line1: 150 Lucius Gordon Drive Address Line2: City: WEST HENRIETTA State: NY Postal Code: 14586 Plus 4: Province Region: Country: USA</p> <p>Procurement Description: Assistance in organizing and arranging The Entrepreneur's Network program.</p>	<p>6. Vendor Name: Loewke & Brill Consulting Group</p> <p>Type of Procurement: Other Award Process: Authority Contract - Competitive Bid Award Date: 11/01/2011 End Date: 12/31/2011 Amount: \$80,000 Amount Expended for Fiscal Year: \$80,000</p> <p>Address Line1: 491 Elmgrove Road Address Line2: Suite #2 City: ROCHESTER State: NY Postal Code: 14606 Plus 4: Province Region: Country: USA</p> <p>Procurement Description: Local Labor Compliance Monitoring</p>
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Procurement Transactions Listing:

7. Vendor Name: The Bonadio Group

Type of Procurement: Other Professional Services
Award Process: Authority Contract - Competitive Bid
Award Date: 03/01/2011
End Date: 04/30/2011
Amount: \$21,180
Amount Expended for Fiscal Year: \$21,180

Address Line1: 171 Sully's Trail
Address Line2:
City: PITTSFORD
State: NY
Postal Code: 14534
Plus 4:
Province Region:
Country: USA

Procurement Description: Audit of Financial Statements

Procurement Transactions Listing:

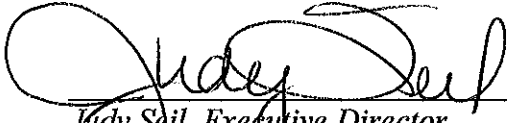
Additional Comments:



COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY

In accordance with Section 2896(3) of PAL, the authority is required to prepare a report at least annually of all real property of the authority.

Real Property as of December 31, 2011: NONE



Judy Seil, Executive Director

County of Monroe Industrial Development Agency



COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY

**ASSESSMENT OF THE EFFECTIVENESS OF INTERNAL CONTROL STRUCTURE
AND PROCEDURES**

This statement certifies that the internal control structure and procedures of the Monroe County Industrial Development Corporation have been documented and assessed for the year ending December 31, 2011. This assessment found the Corporation's internal controls to be adequate, and to the extent that deficiencies were identified, the Corporation has developed corrective action plans to reduce any corresponding risk.

A handwritten signature in black ink, appearing to read 'Judy Seil', written over a horizontal line.

Judy Seil, Executive Director
County of Monroe Industrial Development Agency