

Natural Heritage Trust

2016 - 17 Procurement Report June 2017

Report Background

NHT is required by by Section 2979 of the Public Authorities Law to annually report to the Board and to the State all payments made to vendors that are in excess of \$5,000 or more each fiscal year. The Authorities Budget Office classifies procurements into four types:

Types of Procurement

- 1) *Competitive* - Meaning quotes for pricing were solicited or obtained from more than one vendor. Competitive grants would also fall under this category
- 2) *Non-competitive* - Quotes were not solicited because the vendor is either a single source (no other competitor can provide the same quality goods or services required). These procurements also include site-specific purchases (typically food and/or beverage services at Parks or sites that have the exclusive right to provide those services because they competitively won a larger state contract)
- 3) *Non-contract/Purchase Order* - These items are not contractual services per se and an order for products or goods is placed with use of an NHT Purchase Order. NHT pays the invoice after the Region confirms products were received
- 4) *State Contracts* - Meaning the items were purchased off of a NYS Centralized contract or Agency term contract. In both cases, the state already did the vetting of the Consultant/Supplier and negotiated competitive pricing

Summary

In FY 2016/17, the NHT administered over \$16 Million in funds for various different environmental initiatives and purposes. While some of this amount is for program employees' salaries and related costs, the remaining funds were spent directly on equipment, supplies and materials for stewardship, conservation and programs and projects at New York parks, waterfronts and historic sites. The procurements listed in this report are only those totaling \$5,000 or more (Many NHT purchases are for much less than \$5,000).

Vendors that are highlighted are NYS Certified Minority and Women Owned Businesses

Type of Procurement	Number of Vendors	Aggregate Amount by Category
Competitive	37	\$855,496.22
Noncompetitive	64	\$6,455,012.65
Non-Contract/Purchase Order	67	\$1,142,827.42
State Contract	3	\$278,596.53
Totals	171	\$8,731,932.82

Vendor Name	Description of Commodity/Service	Amount Paid 4/1/2016 - 3/31/2017	Project Account(s) Expended From
ALEX ICE SERVICE	Re-Sale Ice	\$14,569.20	266
ALTA-JOLI RESTAURANT INC.	Program Service	\$5,486.00	215
ARCTIC GLACIER PREMIUM ICE	Re-sale Ice	\$5,840.60	308
BISSETT NURSERY CORPORATION	Planting Materials	\$9,494.50	252, 260, 591
BSN SPORTS	Program Supplies	\$25,093.72	207, 215
CALF AUDIO	Program Service	\$6,398.00	278
CAPT. RON BURDEWICK	Program Services	\$7,200.00	589
CASHIN ASSOCIATES,P.C.	Consultant Fee	\$6,623.31	260
CENTERPLATE	Event Expense	\$5,530.00	304, 311, 528
CLEAN VENTURE, INC	Event Expense	\$182,742.71	274
CSC SERVICE WORKS	Program Equipment	\$7,210.00	266
CUSTOM STITCH INC.	Program Supplies	\$11,740.00	207
DEER PARK PLG	Planting Materials	\$7,013.97	252
ENVIRO-LOG HOME PRODUCTS INC.	Re-Sale Wood	\$14,544.00	251
ESSEX COUNTY	Grant Award - Finch Grant Program	\$60,000.00	603
ESSEX COUNTY INDUSTRIAL DEVELOPMENT AGENCY	Grant Award - Finch Grant Program	\$139,352.86	603
FINISH LINE ROAD RACE TECHNICIANS, INC.	Program Services	\$56,000.00	528
FM OFFICE EXPRESS, INC.	Building Maintenance	\$9,990.12	207, 248, 337, 374, 462, 563, 577
HICKS ICE	Re-Sale Ice	\$23,387.50	266, 279

HIGH TIDES SCREEN PRINTING LLC	Event Expense - Air Show	\$7,694.00	589
HILLTOP INDUSTRIES	Printing Expense	\$8,889.29	294
KNUCKLEHEAD INC. EMBROIDERY	Staff Apparel/Re-Sale Items	\$46,500.00	343
LEBERGE & CURTIS INC	Program Supplies	\$5,909.00	569
NO OTHER IMPRESSIONS,INC.	Printing Expense	\$11,457.72	821
PELIGRO SPORTS	Program Supplies	\$7,343.00	207, 215
PINEWOOD PERENNIAL GARDENS LLC	Planting Materials	\$6,206.07	252
SCENIC DESIGNS, INC.	Planting Materials	\$36,690.00	252, 260
SINON FARM, INC.	Re-Sale Items	\$7,185.00	343
SOUTH SHORE OUTDOOR STORE INC.	Event Expense	\$18,097.28	472, 525, 528
STEEL MASTER BUILDINGS LLC	Building Maintenance	\$17,404.00	354
SUNNYSIDE GARDENS	Planting Materials	\$7,350.00	330
TBN DIRECT	Program Service	\$6,183.72	226
TGIF ENTERTAINMENT, INC.	Tents for Air Show	\$19,351.00	589
THE WOOD GUY	Re-Sale Wood	\$9,794.65	266
TREES ON THE MOVE - A DIVISION OF LA MAY'S TREES	Planting Materials	\$9,950.00	252
WGP CONTRACTING INC.	Building Maintenance	\$13,904.00	252, 256
WOJESKI & COMPANY CPA'S,P.C.	Consultant Fee	\$17,371.00	100
	Competitive Total:	\$855,496.22	
ACORN NATURALISTS	Program Supplies	\$5,758.98	617
AMERICAN AIRPOWER MUSEUM	Performance	\$8,000.00	589
AUDREY LEEDS CASTILLO	Consultant Fee	\$5,976.23	248
AUDUBON INTERNATIONAL	Membership Renewal	\$6,480.00	259
BETHPAGE GOLF GROUP	Program Service	\$43,730.00	256
BETHPAGE STATE PARK	Event Expense	\$5,790.00	259
BETHPAGE STATE PARK PRO SHOP	Event Expense	\$6,540.00	259
BREAK THE ICE MEDIA	Consultant Fee	\$5,149.84	821
CARLYLE ON THE GREEN	Event Expense	\$14,191.40	259, 589
CASTINE'S SNOW REMOVAL LAWN CARE & TRUCK	Re-Sale Items	\$7,020.00	266
CHIEF EQUIPMENT, INC.	Lawn Equipment	\$5,314.12	807
CLIVUS MULTRUM	Building Maintenance	\$5,894.00	248
COMMISSIONER OF TAX & FINANCE	Reimbursement	\$101,682.85	343, 445, 563, 577
CORNELL COOPERATIVE EXTENSION OF SCHUYLER COUNTY	Building Maintenance	\$5,082.40	531
CORNELL UNIVERSITY	Program Services	\$42,606.80	458
CUSTOM CLAY, INC.	Stadium Turf	\$5,456.70	311
DEERE & COMPANY	Utility Vehicle	\$42,631.92	307, 343, 369, 501, 526, 815
DEFENSE ACCOUNTING OFFICE	Performance	\$8,000.00	589
DEFENSE ACCOUNTING OFFICE	Performance	\$12,000.00	589
DIAMOND NATION	Registration Fees	\$6,080.00	207
DRISCOLL FOODS	Re-Sale Items	\$9,331.25	343
FOUR FREEDOMS PARK CONSERVANCY INC.	Event Expense	\$118,427.02	579
GANZ USA, LLC	Re-Sale Items	\$7,195.62	279, 282, 306
GAYLORD WILKINSON	Re-Sale Wood	\$8,620.50	251
GLEN IRIS INN	Event Expense	\$7,154.00	821
GREEN RENEWABLE, INC.	Re-Sale Items	\$6,399.10	308, 554
HERSHEY'S ICE CREAM	Re-Sale Items	\$10,361.28	251, 279, 461
ISLANDIA MARRIOTT LONG ISLAND	Event Expense	\$7,800.00	256
ISLIP ARTS COUNCIL, INC.	Philharmonic Concert	\$10,582.84	311, 501
JENNY O'NEILL, CPA	Consultant Fee	\$33,187.50	100
JOLLY GREEN	Planting Materials	\$6,030.00	252
LOWES HOME CENTER	Building Maintenance	\$5,501.50	282
LYNDEN B. MILLER PUBLIC GARDEN DESIGNS	Consultant Fee	\$12,953.50	252

MARLO GRAPHICS	Re-Sale Items	\$5,886.28	515
MASSENA ELECTRIC DEPARTMENT	Utility Expense	\$12,766.42	569
METRO CLEANERS LLC	Cleaning Expense	\$13,124.76	374, 462
MONROE TRACTOR	Lawn Equipment	\$7,482.99	337
MONTAUK DOWNS STATE PARK	Event Expense	\$7,632.00	302, 470
MV SPORT	Program Expense	\$10,263.87	282, 306
NEW YORK BUSINESS SYSTEMS	Office Equipment	\$5,990.50	589
NIAGARA ADVENTURE THEATRE	Program Expenses	\$47,150.04	599
NORTH COUNTRY BOOKS, INC.	Re-Sale Items	\$5,468.74	266, 282, 324, 354
NYS & LOCAL RETIREMENT SYSTEM	Annual Payment	\$318,502.00	285
NYS DEFERRED COMPENSATION	Employee Deferred Compensation	\$18,029.77	285
NYS DEPT. OF ENVIRONMENTAL CONSERVATION	Reimbursement	\$101,046.62	613
NYS EMPLOYEES' HEALTH INSURANCE	Employee Health Benefits	\$655,276.50	285
NYS OPRHP	Reimbursement	\$3,878,079.38	204, 252, 304, 321, 337, 343, 421, 548, 564, 594, 598, 619, 621, 809, 811, 813, 817
NYS OPRHP- CENTRAL REGION	Reimbursement	\$80,683.11	251, 279, 461, 462, 605, 621
NYSIF WORKERS' COMPENSATION	Workers Comp	\$46,668.55	285
PALISADES INTERSTATE PARK COMMISSION	Reimbursement	\$110,000.00	813
PAUL SMITH'S COLLEGE	Reimbursement	\$438,443.90	614
PERRIN	Re-Sale Items	\$8,870.41	282, 306
RICK TURK TREE SERVICE INC.	Re-Sale Items	\$9,000.00	251
ST. LAWRENCE CHURCH	Facility Rental	\$12,500.00	569
SYSCO FOOD SERVICE	Re-Sale Items	\$5,873.95	337
TEE TO GREEN PRO SERVICES, INC.	Event Expense	\$14,175.10	302, 470
THE HARTFORD	Insurance	\$9,295.58	100
THE NIAGARA PARKS COMMISSION	Program Service	\$6,000.00	226
THE TRUST FOR PUBLIC LAND	Consultant Fee	\$6,400.00	286
TOM'S ICE CREAM, INC.	Re-Sale Items	\$5,056.50	515, 518
TOWN OF NEWCOMB	Contract	\$8,777.79	603
ULINE	Program Supplies	\$6,592.78	279, 282, 343, 462, 508, 511, 528, 809
WB MASON CO, INC.	Re-Sale Items	\$5,407.20	251, 266
WILEY BROS., INC.	Construction Expense	\$7,638.56	330, 354
	Noncompetitive Total:	\$6,455,012.65	
4 IMPRINT INC.	Re-Sale Items	\$8,635.00	528
A ROYAL FLUSH NY II INC.	Event Expense - Air Show	\$8,667.20	589
ADMINDERS	Program Supplies	\$5,077.74	343
AMERICAN WOOD FIBERS INC.	Re-Sale Wood	\$12,962.40	251
ANCHOR MARINE	Program Equipment	\$35,354.00	266
ARNOLD CHEVROLET LLC	Truck for Bethpage SP	\$33,876.00	259
BARTLETT TREE EXPERTS	Tree Service/Removal	\$15,973.00	252, 563
BELFRY HISTORIC CONSULTANTS INC.	Program Service	\$7,501.68	324
BELL DUTCHESS INC.	Program Supplies	\$7,019.00	209, 344
BLACKBAUD	Consultant Fee	\$10,137.40	100
CENTERPLATE INC.	Program Expense - Summer Run Series	\$6,966.00	528
CLARK EQUIP. COMPANY d/b/a BOBCAT COMPANY	Maintenance Equipment	\$10,291.80	519, 577
CONFER BETHPAGE	Event Expense	\$12,500.00	259
CORPORATE COMPUTER SOLUTIONS, INC.	Office Supplies	\$6,412.44	100, 506
COURTYARD BY MARRIOTT	Rooms for Barclays	\$7,350.00	256
CRANE'S TREE & SHRUB SERVICE INC.	Tree Service/Removal	\$27,697.50	252
DELICIOUS MOMENTS	Event - Catering	\$14,313.50	589
DICK'S SPORTING GOODS	Program Equipment	\$5,749.90	511
DOYLE PARTNERS INC.	Sign Design	\$17,777.32	252
DREAM CATCHER COMMUNICATIONS	Connect Kids Advertising	\$30,000.00	619

DRYJECT NORTH EAST, LLC	Aeration of Greens	\$9,600.00	256
EASTERN DISTRIBUTORS INC.	Refreshments for Summer Run Series	\$5,047.90	528
ECOLOGY & ENVIRONMENT ENGINEERING, P.C.	Grant Application Service	\$14,929.30	548
EXPLORE DISC GOLF	Program Supplies	\$7,200.00	330, 801
FOBARE LAKE FARM	Mowing	\$30,000.00	569
FUN WORKS USA INC.	Program Supplies	\$12,456.72	528
GEORGE C. MILLER BRICK CO.	Memorial Paver Program	\$10,300.80	821
GIDEON PUTNAM RESORT	Summer Run Series Getaway	\$54,166.26	244, 528
GLENN W. LANG BUILDING CONTRACTOR	Building Maintenance	\$15,255.00	551
GREENMAN PEDERSEN INC.	Building Maintenance	\$23,239.75	811
GRIFFINS LANDSCAPING	Re-Sale Wood	\$7,637.50	511
HUNTER EMS, INC.	Program Services	\$5,075.00	528
INDEPENDENT EQUIPMENT CORP.	Program Equipment	\$5,500.00	501, 528
JA GULICK WINDOW	Building Maintenance	\$13,500.00	533
LACORTE FARM & LAWN EQUIPMENT, INC.	Lawn Equipment	\$46,500.00	259
LANDSCAPE FORMS INC.	Memorial Bench Program	\$27,500.00	821
LAZER INNOVATIVE PACKAGING INC.	Program Expense	\$13,321.50	226
MAINES	Re-Sale Items	\$34,867.50	251, 461, 462
MALVESE EQUIPMENT CO., INC.	Maintenance Equipment	\$98,512.76	259
MARINE RESCUE PRODUCTS INC	Program Equipment	\$7,050.00	282
MIKES PARTY BOAT CORP.	Program expense - Air Show	\$13,000.00	589
MOTORWORKS CLEAN VEHICLES INC.	Program Expense	\$39,702.50	259
MR. JOHN PORTABLE SANITATION UNITS, INC.	Portable Sanitation	\$11,975.00	304
MULLEN INDUSTRIAL HANDLING CORP.	Maintenance Equipment	\$5,227.00	421
NATURAL EDGE LLC	Building Maintenance	\$33,625.00	260
NORTH COUNTRY STORAGE BARNS	Construction Expense	\$12,430.00	421
NORTHEAST CUSTOM TRAILERS	Program expense - Air Show	\$7,705.00	589
O.D. GREENE LUMBER AND HARDWARE	Maintenance Equipment	\$25,072.19	421
OMNI PROMOTIONAL LLC	Program Expense - Summer Run Series	\$5,895.00	256
OVERHEAD DOOR COMPANY OF MASSENA	Building Maintenance	\$10,495.00	569
OZONE PARK LUMBER	Construction Expense	\$13,310.00	207
PEACE OF MIND NURSERY INC.	Plants for Bayard Cutting Arboretum	\$8,155.00	252
PEPSI-COLA	Beverages For Summer Runs & Surf Fishing Tournament	\$12,293.70	310, 528, 589
PEPSI-COLA OF HUDSON VALLEY	Re-Sale Items	\$7,393.40	343
R.C. CONGEL AUTO AND BOAT SALES INC.	Program Equipment	\$16,539.00	266
RONDA M. BRANDS GARDEN DESIGN	Planting Materials	\$19,950.00	252
SANI-LAV, INC.	Program Supplies	\$8,460.00	252, 528
SCREEN PRINTERS DESIGN, INC.	Program Expense - Summer Run Series	\$5,192.00	528
SENECA STONE CORP	Construction Expense	\$16,142.36	337
SITE SPECIALISTS, LTD.	Memorial Bench Program	\$43,095.44	252, 300, 311, 526
SITEONE LANDSCAPE SUPPLY, LLC	Program Supplies	\$8,248.81	251
STATE FINANCIAL CORPORATION	Program Expense - Jr. Lifeguard	\$5,341.00	472
SUMMIT SECURITY SERVICES INC.	Security Services - Jones Beach	\$13,463.97	304
WEX BANK	Utility Expense	\$8,376.17	569
WILCOR INTERNATIONAL INC.	Re-Sale Items	\$37,939.01	251, 279, 282, 461, 515
YOUNG EXPLOSIVES CORP.	Performance	\$17,696.00	294, 306
ZORN'S POULTRY FARMS	Summer Run Hero Party	\$10,183.00	589
	Non-Contract/Purchase Order Total:	\$1,142,827.42	
FOSSIL INDUSTRIES, INC.	Sign Design	\$11,417.00	471
GRAY'S WHOLESALE, INC.	Re-Sale Items	\$7,655.48	266, 279
STORR TRACTOR COMPANY	Maintenance Equipment	\$259,524.05	256, 259
	State Contract Total:	\$278,596.53	

Natural Heritage Trust

2016 - 17 MWBE and Service-Disabled Veteran Owned Business Report June 2017

Report Background

NHT is required by Article 15-A of the NYS Executive Law to establish employment and business participation goals for minority and women owned businesses (MWBEs). NHT reports MWBE utilization quarterly to the Empire State Development Division of Minority and Women-Owned Business.

NHT is also required by Article 17-B of the NYS Executive Law to establish business participation goals for Service-Disabled Veteran Owned Businesses (SDVOB). NHT reports SDVOB usage quarterly to the NYS Office of General Services.

Annual Goal Plan Requirements

It is the responsibility of the NHT to prepare and submit an annual goal plan for utilization of MWBE and SDVOB vendors. The Goal Plan is based on a percentage of total projected expenditures for the fiscal year. Certain expenditures are excluded from MWBE and SDVOB spending goals. These Exclusionary Expenditures include costs related to employee benefits (health insurance, retirement system contributions, workers compensation premiums, etc) and expenditures that are to sole source vendors, meaning the product or service is unique. Exclusions are also granted for vendors that have a NYS contract that provides exclusivity at certain parks and facilities for sale of certain products (e.g. on-site food/catering services, golf cart rentals, etc).

Summary

In 2016/17 the NHT had a goal of 30% MWBE and 6% utilization for Non-Exclusionary Expenditures. NHT had just over 19% MWBE and no SDVOB utilization. This was the first year of reporting for SDVOB utilization. As more SDBOB's become certified each year, the utilization should start increase.

<i>MWBE</i>				
Quarter	Non-Exclusionary Expenditures	Utilization	Actual Percentage	Goal Percentage
1	\$488,892	\$43,271	8.85%	30%
2	\$547,671	\$101,413	18.52%	30%
3	\$453,959	\$7,713	1.70%	30%
4	\$399,329	\$210,098	52.61%	30%
Total:	\$1,889,851	\$362,496	19.18%	-10.82%

<i>SDVOB</i>				
Quarter	Non-Exclusionary Expenditures	Utilization	Actual Percentage	Goal Percentage
1	\$488,892	\$0.00	0.00%	6%
2	\$547,671	\$0.00	0.00%	6%
3	\$453,959	\$0.00	0.00%	6%
4	\$399,329	\$0.00	0.00%	6%
Total:	\$1,889,851	\$0.00	0.00%	0.00%