



Piggyback Checklist

Using Department(s): Department of Public Utilities Underground Division

Piggyback Contract Number/Name: City of Pompano Beach Contract #E-04-24

Services/Supplies to be provided: Provide sewer lift station rehabilitation and repair services and appurtenances for Public Utilities wastewater lift stations

Why are Services/Supplies being obtained via piggyback (as opposed to issuing a solicitation or obtaining quotes): Piggybacking the Contract with the City of Pompano Beach and Trio Development Corporation, has been competitively bid to provide services including but not limited to performing sewer lift station rehabilitation and repair services and appurtenances by all applicable local, state, and federal rules necessary for the City of Hollywood Public Utilities Department to provide proper maintenance and operation of all wastewater lift stations (85) to prevent sewer spills and provide for the protection Public Health and Safety.

Procurement Code, Section 38.41(C)(5):

(5) *Piggyback purchases.* The CPO (Chief Procurement Officer) may procure, without following formal solicitation procedures, all goods, supplies, materials, equipment, and services that are the subject of contracts with the state, its political subdivisions, the United States government, other governmental entities, or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof ("piggyback"), provided that the goods, supplies, materials, equipment, or services are the subject of a price schedule negotiated by the entities listed above and is based strictly on competitive bids, quotations, or competitive proposals and not on any preference. Utilization of other governmental entities' contracts shall be permitted only during the term of the other governmental entity's contract.

| Piggyback Justification Criteria | YES | NO | COMMENT |
|--|-----|----|--|
| Is the piggyback contract's pricing/terms more favorable than pricing/terms we would obtain from issuing our own solicitation or obtaining our own quotes? | YES | | Pricing for this contract has been provided by Trio Development Corporation as the lowest bid response to the City of Pompano Beach Sewer Lift Station Rehabilitation and Repair bid #E-02-24. |
| Will use of the piggyback contract save City staff administrative time, efforts and resources? | YES | | City of Pompano Beach Purchasing Department has already put in the manpower, time, effort, and resources to get the best competitive bid for these services. The City of Hollywood would be better off using its resources to secure other procured items that are not available through a piggyback contract. |
| Will the requested services/supplies be purchased with funds other than grant funds or funds that prohibit the use of piggybacking? | YES | | Funds will be provided from Capital Budget 2025 |

***If you answered no to any of the questions above in this section, please disregard piggybacking the desired services/supplies and terminate any further completion of this form unless otherwise granted administrative approval to piggyback by authorized City Management staff.**

| ITEMS VERIFIED | YES | NO | COMMENT |
|--|-----|----|---|
| Does the piggyback contract allow the utilization of the contract by other entities, including use in the state of FL if it's an out of state contract? | YES | | City of Pompano Beach Contract #E-02-04 competitive bid for Sewer Lift Station Rehabilitation and Repair services. |
| Was the contract awarded through a solicitation or other acceptable competitive process that was publicly advertised? | YES | | It was awarded by BID #E-04-24 |
| Piggyback Contract is Valid? Contract Expiration Date: | YES | | Initial Terms: 10/1/2024 – 9/30/2029 Renewal: One 5 years periods |
| Goods / Services requested by the Using Department(s) match those allowed under the piggyback contract and do not extend beyond the expiration date of the piggyback contract? | YES | | |
| Does the piggyback contract have acceptable terms and conditions? | YES | | |
| Did the vendor confirm that the piggyback contract is authorized to be used with the established terms, conditions, and pricing? | YES | | The vendor approves of the City of Hollywood using the contract. |
| Is pricing "Fair and Reasonable" in the piggyback contract? | YES | | The vendor (Trio Development Corporation) was selected as the lowest bid to Bid No.#E-04-24. Trio Development Corporation provides the lowest bid score, which includes an assessment of pricing for their products/services. |
| Piggyback Contract Certificate(s) of Insurance (COI) is acceptable to the COH's Risk Management? | YES | | |
| Piggyback Contract has Warranty Conditions? | | NO | |
| Piggyback Contract has liquidated damages (if Yes, provide the daily liquidated amount) | | NO | |

Requestor's Signature:  _____
DocuSigned by: Jaime Castillo
6BEAFE048B424DA...

Date: 12/17/2024

Director's Signature:  _____
DocuSigned by: Vincent Morello
6385CE2A8EB545E...

Date: 12/18/2024

CPO Signature:  _____
DocuSigned by: Otis Thomas
83A2D5C0D289438...

Date: 12/19/2024

