



## Piggyback Checklist

**Using Department(s):** Police Department, Fire & Rescue, and Public Works

**Piggyback Contract Number/Name:** RLI #23004AP Emergency Equipment for Vehicles

**Services/Supplies to be provided:** Supply and installation of emergency equipment for vehicles various City Department's such as the Police Department, Fire and Rescue, and Fleet/Public Works.

**Why are Services/Supplies being obtained via piggyback (as opposed to issuing a solicitation or obtaining quotes):** The Broward Sheriff's Office procured shared goods/services for use by state/local government to streamline purchasing for local governments, provide strategic sourcing, and promote cost-effective use of shared services.

### 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.

<b>Piggyback Justification Criteria</b>	<b>YES</b>	<b>NO</b>	<b>COMMENT</b>
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		Local government customers benefit from competitive market-based pricing, which takes advantage of the Broward Sheriff's Office purchasing power.
Will use of the piggyback contract save City staff administrative time, efforts and resources?	Yes		It will save bid time, and provide strategic sourcing, and cost savings. It bypasses protracted steps of negotiations & approvals, workload & processing times
Will the requested services/supplies be purchased with funds other than grant funds or funds that prohibit the use of piggybacking?	Yes		Funding for this purchase will be sourced from the Police Department's FY-23 approved budget.

**\*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.**

<b>ITEMS VERIFIED</b>	<b>YES</b>	<b>NO</b>	<b>COMMENT</b>
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		The contract allows utilization by other government entities
Was the contract awarded through a solicitation or other acceptable competitive process that was publicly advertised?	Yes		Broward Sheriff's Office RLI #23004AP

Piggyback Contract is Valid? Contract Expiration Date: June 8, 2026	Yes	This contract expires on June 8, 2026 and has two optional one-year renewal 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	Emergency lighting and related equipment to equip various City vehicles are available through the contract until June 8, 2026
Does the piggyback contract have acceptable terms and conditions?	Yes	The Department reviewed the contract terms and conditions and deemed them acceptable.
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 using the contract.
Is pricing "Fair and Reasonable" in the piggyback contract?	Yes	BSO issued RLI #23004AP - Emergency Equipment for Vehicles requesting a letter of interest, and a statement of qualifications and experience in Emergency Equipment for Vehicles for Broward Sheriff's Office's Public Safety Vehicles.
Piggyback Contract Certificate(s) of Insurance (COI) is acceptable to the COH's Risk Management?	Yes	
Piggyback Contract has Warranty Conditions?	Yes	CONTRACTOR shall warrant and guarantee work performed by CONTRACTOR or its subcontractors for a minimum of five (5) years (See Contract Section XIX).
Piggyback Contract has liquidated damages (if Yes, provide the daily liquidated amount)	No	If the loss or damage to a vehicle, regardless of the location of the vehicle, results from theft or mishandling of that vehicle keys in CONTRACTOR'S possession, then CONTRACTOR shall be liable for such loss or damage to the vehicle.

DocuSigned by:  
**Requestor's Signature:** *LBORNSTEIN #3575*  
 Date: 8/4/2023

DocuSigned by:  
**Director's Signature:** *Chris O'Brien*  
 Date: 8/4/2023

DocuSigned by:  
**CPO Signature:** *Steve Stewart*  
 Date: 8/7/2023

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## CITY OF HOLLYWOOD, FLORIDA

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### OFFICE OF PROCUREMENT AND CONTRACT COMPLIANCE

#### Piggyback Request Form

(Use for purchase(s) over \$5,000, when piggybacking off other contracts)

Date 7/12/2023

Department/Office Police

Division/Area Quartermaster

Requestor Larry Bornstein

Title Support Services Manager

Phone 954-967-4631

Email lbornstein@hollywoodfl.org

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1. Requested Vendor The Shyft Group Upfit dba Strobes-R-Us

Vendor Number 102785

Address 2681 Hammondville Road Pompano Beach, FL 33069

Contact Person Tomer Hanina

Title General Manager

Phone 954-425-9394

Email tomer.hanina@theshyftgroup.com

2. Contract title and number requesting to piggyback? RLI #23004AP Emergency Equipment for Vehicles

Awarding Agency Broward Sheriff's Office

Contract Expiration Date June 8, 2026

Copy of Contract and Awarding Agency documentation is attached (provide if available).

Yes  No

3. Product/Service being requested (be specific). Light bars, sirens, speakers, interior and exterior warning lights, computer mounts, cages, and various additional related equipment and parts

4. Detailed description of the product/service's function and purpose. Equip various department vehicles with emergency equipment that allows emergency services to reach calls for service in a timely manner, transport equipment and resources, or perform their tasks efficiently.

5. Please explain what process the Department/Office took to verify and/or identify this contract. E-mail with the lead agency, BSO, who previously contracted with this vendor to provide services and products. The department requested and received the contract and award documents associated with the solicitation of emergency equipment.

6. Were alternative contracts evaluated to determine that the City is obtaining the most advantageous contract pricing for the required product/service?

Yes  No

Please explain Previously piggybacked BSO contract for products and services, and currently utilizes vendor services under an extension. Also, this vendor is located within Broward County to provide in-person installation of equipment.

7. Total cost of the requested product/service. \$2,520,000.00

8. Total estimated annual (fiscal year) cost of requested product/service. \$840,000.00

Account Number(s) 117.209901.52100.564520.001453.000.000, 557.209901.52100.564520.000000.000.000, 111.219801.52200.564530.000000.000.000, 001.215101.52200.552120.000000.000.000, 557.519901.51900.564520.000120.000.000

9. Is this product/service covered by a warranty?  Yes  No

If yes, please attach a copy of the warranty details.

10. Will grant funds be used to pay for the requested product/service?  Yes  No

If yes, please explain \_\_\_\_\_

**REQUESTING DEPARTMENT RECOMMENDATION**

**Note: By signing and returning this form, you are verifying and acknowledging that you have reviewed all portions (scope, terms, conditions, pricing, etc.) of the requested contract(s) and recommend its/their approval based on compliance with the City's procurement requirements and all applicable laws and regulations to the best of your knowledge.**

**LBORNSTEIN #3575**

8/4/2023

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Requestor's Signature

\_\_\_\_\_  
Date

DocuSigned by:

*Chris O'Brien*

8/4/2023

7223378F4B8E43E...  
Director's Signature

\_\_\_\_\_  
Date