



# CITY OF HOLLYWOOD, FLORIDA

## PROCUREMENT OFFICE

### Piggyback Request Form

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

Date 12/22/22

Department/Office Police

Division/Area Support Services

Requestor L. Bornstein

Title Support Services Manager

Phone 954-967-4631

Email lbornstein@hollywoodfl.org

1. Requested Vendor Duval Ford LLC

Vendor Number 100190

Address 5203 Waterside Drive Jacksonville, FL 32210

Contact Person Jared Davis

Title Government Sales

Phone 904-381-6595

Email jared.davis@duvalford.com

2. Contract title and number requesting to piggyback? FSA22-VEL 30.0

Awarding Agency Florida Sheriff Assn

Contract Expiration Date 09/30/23

Copy of Contract and Awarding Agency documentation is attached (provide if available).  
x Yes  No

3. Product/Service being requested (be specific). Fleet vehicle

4. Detailed description of the product/service's function and purpose. Replacement for aging vehicle

5. Please explain what process the Department/Office took to verify and/or identify this contract. The Police Department compared different solicitation programs to find the contract that best fits the department's needs including vehicle availability and price.

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 Other dealers were contacted to procure this type of vehicle and every dealer contacted was not able to provide a 2022 Ford Explorer XLT. In addition, the window to order 2023 Ford Explorers had closed until early 2023.

Duval Ford was the only vendor that had one on their lot. The current MSRP for this same type of vehicle is now \$36,370.00 without options. The price at Duval Ford for this 2022 Ford Explorer XLT is \$34,000 without options.

7. Total cost of the requested product/service. \$37,299.00

8. Total estimated annual (fiscal year) cost of requested product/service. None

Account Number(s) 557.209901.52100.564520.000000.000.000

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.**

Log # 2022  
Requestor's Signature

12/22/22  
Date

DocuSigned by:  
Chris O'Brien  
20223378F488E438  
Director's Signature

12/22/2022  
Date