



## Piggyback Checklist

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

**Piggyback Contract Number/Name:** Florida Sheriffs Association Contract FSA20-EQU 18:0 Heavy Equipment.

**Services/Supplies to be provided:** One (1) each John Deere 41 0P 4x4 Enclosed Cab Extendahoe Standard Front Bucket with C Bracket hook on fork set Spec#169 4x4 Loader Backhoe: one (1) each John Deere 410 P 4x4 Enclosed Extendahoe Standard Front Bucket Spec#169 4x4 Loader Backhoe and two (2) each 5-year Preventative Maintenance Agreements.

**Why are Services/Supplies being obtained via piggyback (as opposed to issuing a solicitation or obtaining quotes):** The two loader backhoes are obtained via the Florida Sheriffs Association which is a State wide Cooperative Group. The contract was awarded to the lowest vendor by a nation wide solicitation for bids in October 2020 and the pricing obtained at that time is more favorable and lower then if the City of Hollowood would have put out a solicitation in today's inflationary market.

<b>Procurement Code, Section 38.41(C)(5):</b>			
(5) <i>Piggyback purchases.</i> 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		Pricing for this contract has been provided by Dobbs Equipment as the lowest bid response to FSA20-EQU 18:0: Heavy Equipment.
Will use of the piggyback contract save City staff administrative time, efforts and resources?	Yes		FSA Cooperative Purchasing Program has already exerted the manpower, time, effort, and resources to obtain a competitive lowest bid for these services representing all counties within the State of Florida. The City of Hollywood would be best served accepting the lower pricing in this contract than is possible in today's inflationary market and not

		<b>available to us except via a piggyback contract.</b>
Will the requested services/supplies be purchased with funds other than grant funds or funds that prohibit the use of piggybacking?	<b>Yes</b>	Funding has been provided in the FY23 budget.
<b>*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	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?	<b>Yes</b>		FSA20-EQU 18.0: Heavy Equipment allows use by all Florida government entities.
Was the contract awarded through a solicitation or other acceptable competitive process that was publicly advertised?	<b>Yes</b>		FSA20-EQU 18.0: Heavy Equipment.
Piggyback Contract is Valid? Contract Expiration Date:	<b>Yes</b>		Initial Term: 10-1-20 – 9-30-23
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?	<b>Yes</b>		
Does the piggyback contract have acceptable terms and conditions?	<b>Yes</b>		
Did the vendor confirm that the piggyback contract is authorized to be used with the established terms, conditions, and pricing?	<b>Yes</b>		Vendor approves of using the contract.
Is pricing "Fair and Reasonable" in the piggyback contract?	<b>Yes</b>		Vendor (Dobbs Equipment) was selected as the lowest bid to Bid FSA20-EQU 18.0: Heavy Equipment.
Piggyback Contract Certificate(s) of Insurance (COI) is acceptable to the COH's Risk Management?	<b>Yes</b>		
Piggyback Contract has Warranty Conditions?	<b>Yes</b>		5 Years / 5000 hours extended comprehensive warranty
Piggyback Contract has liquidated damages (if Yes, provide the daily liquidated amount)		<b>No</b>	Includes other remedies for damages/non-compliance.

**Requestor's Signature:** \_\_\_\_\_ *Coj Mathis*

**Date:** 1/4/23

DocuSigned by:  
*Vincent Morello*  
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**Director's Signature:** \_\_\_\_\_

**Date:** 1/4/2023

DocuSigned by:  
*Steve Stewart*  
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**CPO Signature:** \_\_\_\_\_

**Date:** 1/4/2023

