



## Piggyback Checklist

**Using Department(s):** Department of Developmental Services / Engineering, Transportation and Mobility Division

**Piggyback Contract Number/Name:** Weekley Asphalt Paving, Inc., Broward County Bid No. PNC2124420B1 for Pavement Resurfacing and Repair Services

**Services/Supplies to be provided:** Roadway, drainage, and miscellaneous construction

**Why are Services/Supplies being obtained via piggyback (as opposed to issuing a solicitation or obtaining quotes):** The above-mentioned piggyback contract will allow the City to save time, money and staff resources. The piggyback offers economies of scale and provides better pricing than the City could obtain on its own since the piggyback was solicited by a larger entity to obtain more services/supplies, hence a lower/better rate was awarded under the resulting contract

### 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		The piggyback contract is for a larger quantity of items; hence it has better unit prices than what we would obtain
Will use of the piggyback contract save City staff administrative time, efforts and resources?	Yes		Less City staff time and resources will be needed to issue a solicitation
Will the requested services/supplies be purchased with funds other than grant funds or funds that prohibit the use of piggybacking?	Yes		

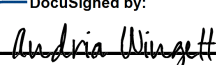
**\*If you answered no to any of the questions above in this section, please disregard piggybacking the desired services/supplies and terminate any further completion of this form unless otherwise granted administrative approval to piggyback by authorized City Management staff.**

<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?	n/a	n/a	The contract does not address piggybacking, however, Broward County has acknowledged the piggyback per email dated 1/18/23.
Was the contract awarded through a solicitation or other acceptable competitive process that was publicly advertised?	Yes		Broward County Bid No PNC2124420B1

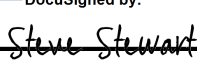
Piggyback Contract is Valid? Contract Expiration Date: 10/5/2025	Yes	Initial Term: 10/6/22 – 10/5/23 1st renewal: 10/6/23 – 10/5/24 2nd renewal: 10/6/24 – 10/5/25
Goods / Services requested by the Using Department(s) match those allowed under the piggyback contract and do not extend beyond the expiration 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	Vendor approves of using the contract.
Is pricing "Fair and Reasonable" in the piggyback contract?	Yes	
Piggyback Contract Certificate(s) of Insurance (COI) is acceptable to the COH's Risk Management?	Yes	
Piggyback Contract has Warranty Conditions?	Yes	Includes (1) year warranty after the date of final acceptance or such longer period of time as may be prescribed by the terms of any applicable special warranty required by the project documents
Piggyback Contract has liquidated damages (if Yes, provide the daily liquidated amount)	Yes	Includes liquidated damages per calendar day, the amount listed in Section 8-10.2 of Florida Department of Transportation Standard Specifications for Road and Bridge Construction, July 2022

**Requestor's Signature:**  \_\_\_\_\_  
**Date:** 2/14/2023

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**Director's Signature:**  \_\_\_\_\_  
**Date:** 2/16/2023

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**CPO Signature:**  \_\_\_\_\_  
**Date:** 2/16/2023

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