



Piggyback Checklist

Using Department(s): Fire Rescue

Piggyback Contract Number/Name: FSA-23-VEF17.0: Fire & Rescue Vehicles, Boats, & Equipment

Services/Supplies to be provided: A Pierce Impel Top Mount Pumper

Why are Services/Supplies being obtained via piggyback (as opposed to issuing a solicitation or obtaining quotes): The direct price savings offered by this contract is beneficial to the City. It also generates administrative cost savings and expedites the purchasing process.

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

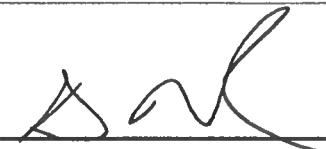
(5) *Piggyback purchases.* The CPO (Chief Procurement Officer) may procure, without following formal solicitation procedures, all goods, supplies, materials, equipment, and services that are the subject of contracts with the state, its political subdivisions, the United States government, other governmental 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
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 apparatus was solicited by the Florida Association Invitation to BID Advertisement: FSA23-VEF17.0. If we don't utilize this contract, the City of Hollywood will be paying full price for the apparatus needed in support of the Operations Division.
Will use of the piggyback contract save City staff administrative time, efforts and resources?	Yes		Leveraging the work that's been done by the lead agency saves times and money. 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		Grant funds or funds that prohibit the use of piggybacking <u>will not be used.</u>

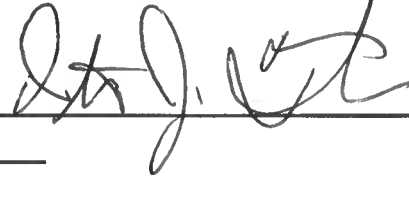
***If you answered no to any of the questions above in this section, please disregard piggybacking the desired services/supplies and terminate any further completion of this form unless otherwise granted administrative approval to piggyback by authorized City Management staff.**

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		Allows use by all government entities

Was the contract awarded through a solicitation or other acceptable competitive process that was publicly advertised?	Yes	FSA23-VEF17.0
Piggyback Contract is Valid? Contract Expiration Date:	Yes	March 31, 2025
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 this 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	
Piggyback Contract has liquidated damages (if yes, provide the daily liquidated amount)		No

Requestor's Signature: 
Date: 9/24/24

Director's Signature: 
Date: 9/29/24

CPO Signature: 
Date: 10/2/24