



CITY OF HOLLYWOOD, FLORIDA

OFFICE OF PROCUREMENT AND CONTRACT COMPLIANCE

Piggyback Request Form

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

Date 5/11/2023

Department/Office Information Technology

Division/Area 1345

Requestor Steve Viscardi

Title Assistant IT Director

Phone 954-921-3215

Email sviscardi@hollywoodfl.org

1. Requested Vendor CDW-G

Vendor Number 12427

Address 230N Milwaukee Ave., Venon Hills, IL 60061

Contact Person Matthew Leone

Title Account Manager

Phone 866-465-9848

Email matleon@cdwg.com

2. Contract title and number requesting to piggyback? Sourcwell 081419-CDW

Awarding Agency State of Minnesota

Contract Expiration Date 10/30/2024

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

Yes No

3. Product/Service being requested (be specific). Various hardware and software systems

4. Detailed description of the product/service's function and purpose. Products will be used to maintain the City's technical infrastructure.

5. Please explain what process the Department/Office took to verify and/or identify this contract. Contract was identified by various vendors as a viable purchasing tool.

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 The department of Information Technology did its due diligence to make sure that the City of Hollywood receives the most advantageous contract available.

7. Total cost of the requested product/service. \$400,000.00

8. Total estimated annual (fiscal year) cost of requested product/service. \$400,000.00

Account Number(s) It will come from different departments' operating budget accounts

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 N/A

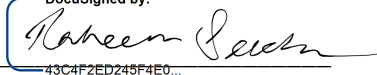
REQUESTING DEPARTMENT RECOMMENDATION

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.

DocuSigned by:

D12AC4229FE648F...
Requestor's Signature

5/24/2023
Date

DocuSigned by:

43C4F2ED245F4E0...
Director's Signature

5/24/2023
Date