



## Piggyback Checklist

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

**Piggyback Contract Number/Name:** PNC2122875B1 - Miscellaneous Traffic and Roadway Construction

**Services/Supplies to be provided:** To furnish and install an electronic display sign, ground mount solar power and speed feedback.

**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 what 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):

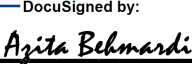
(5) *Piggyback purchases.* The CPO (Chief Procurement Officer) may procure, without following formal solicitation procedures, all goods, supplies, materials, equipment, and services that are the subject of contracts with the state, its political subdivisions, the United States government, other governmental 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		Compared to other contracts, this 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		2019 General Obligation Bond will be used

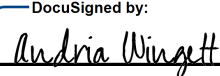
**\*If you answered no to any of the questions above in this section, please disregard piggybacking the desired services/supplies and terminate any further completion of this form unless otherwise granted administrative approval to piggyback by authorized City Management staff.**

<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?	Yes		Contract references that, projects provided County Wide may be for the City's use as well (pg. 133).
Was the contract awarded through a solicitation or other acceptable competitive process that was publicly advertised?	Yes		Miscellaneous Traffic and Roadway Construction


Piggyback Contract is Valid? Contract Expiration Date: 03/14/2024; with an option to renew for up to one year	Yes	Term: 03/15/2022-03/14/2024
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	The line items/rates of the proposal dated 9/7/2022 match the line items/rates of the Broward County Contract PNC2122875B1
Does the piggyback contract have acceptable terms and conditions?	Yes	The department reviewed the terms and conditions of the piggyback contract and deemed them acceptable
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	A comparison was conducted, the department reviewed the pricing in the piggyback contract and deemed it "Fair and Reasonable"
Piggyback Contract Certificate(s) of Insurance (COI) is acceptable to the COH's Risk Management?	Yes	Risk approval attached and dated 10/24/2022
Piggyback Contract has Warranty Conditions?	Yes	Manufacturers' warranties will be transferred to the Department
Piggyback Contract has liquidated damages (if Yes, provide the daily liquidated amount)	Yes	1% of the total Work Document amount or the amount shown for Liquidated Damages

**Requestor's Signature:**    
**Date:** 11/1/2022

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**Director's Signature:**    
**Date:** 11/3/2022

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**CPO Signature:**    
**Date:** 11/3/2022

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