



Piggyback Checklist

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

Piggyback Contract Number/Name: Broward County Sewer Lift Station Rehabilitation and Repair Contract #PNC2122386B1.

Services/Supplies to be provided: Provide sewer lift station rehabilitation and repair services and appurtenances for Public Utilities wastewater lift stations (85).

Why are Services/Supplies being obtained via piggyback (as opposed to issuing a solicitation or obtaining quotes): Services are being obtained through the contract between Broward County and Trio Development Corporation, which was competitively bid by Broward County for a larger volume of work exceeding \$10 million. Using this contract will allow the City to take advantage of better/lower pricing and save administrative time in issuing a solicitation. Additionally, prices have increase since the contract was executed, so issuing a new solicitation would result in the receipt of higher prices.

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
<p>Are the piggyback contract's pricing/terms more favorable than pricing/terms we would obtain from issuing our own solicitation or obtaining our own quotes?</p>	Yes		<p>Pricing for this contract has been provided by Trio Development Corporation as the lowest bid response to Broward County Sewer Lift Station Rehabilitation and Repair bid #PNC2122386B1. Broward County is a larger organization than us and can obtain better pricing than the City. Broward County issued the bid for this contract in 2020, which provides lower prices than we could receive now in today's inflationary market.</p>
<p>Will use of the piggyback contract save City staff administrative time, efforts and resources?</p>	Yes		<p>Broward County Purchasing Department has already exerted the manpower, time, effort, and resources to obtain a competitive lowest bid for these services. The City of Hollywood would be best served dedicating its resources securing other procurement items not</p>

		available via a piggyback contract.
Will the requested services/supplies be purchased with funds other than grant funds or funds that prohibit the use of piggybacking?	Yes	Funding has been provided in the FY23 budget.
*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		Broward County Contract #PNC2122386B1 allows all entities to use the contract.
Was the contract awarded through a solicitation or other acceptable competitive process that was publicly advertised?	Yes		Broward County Contract #PNC2122386B1 competitive bid for Sewer Lift Station Rehabilitation and Repair services.
Piggyback Contract is Valid? Contract Expiration Date:	Yes		Initial Term: 6/2/21 – 6-1-24 1st renewal: 6/2/24 – 6/1/25 2nd renewal: 6/2/25 – 6/1/26
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 City of Hollywood using the contract.
Is pricing "Fair and Reasonable" in the piggyback contract?	Yes		Vendor (Trio Development Corporation) was selected as the lowest bid to Bid No. PNC2122386B1. Trio Development Corporation provides the lowest bid score which included an assessment of pricing for their products/services.
Piggyback Contract Certificate(s) of Insurance (COI) is acceptable to the COH's Risk Management?	Yes		
Piggyback Contract has Warranty Conditions?		No	
Piggyback Contract has liquidated damages (if yes, provide the daily liquidated amount)		No	Includes other remedies for damages/non-compliance.

Requestor's Signature: *Cory Mathis*
 Date: 11/22/2022
 Director's Signature: *Vincent Morello*
 Date: 11/29/2022
 CPO Signature: *Steve Stewart*
 Date: 11-22-2022