



Piggyback/Cooperative Contract Request Form and Checklist

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

Department(s): Public Utilities	Division/Area: WWTP/Maint
Requestor: Homero Rodrigez	Title: WWTP Maintenance Superintendent
Phone: 954-921-3288	Email: hrodriguez@hollywoodfl.org

Requested Vendor: Flotech Environmental, LLC	Vendor Number: 103180
Address: 657 S. Drive, Suite 401, Miami Springs, FL 33166	
Contact Person: Jose Alberto Ferre	Title: President, CEO
Phone: 305-794-2826	Email: jose.a.ferre@flotechllc.com

Total cost of the requested product/service: \$110,000.00	Total estimated annual (fiscal year) cost of requested product/service: \$110,000.00
Account Number(s): 442.400601.53600.552240.000000.000.000	

Piggyback/Cooperative Contract Summary

Piggyback/Cooperative Contract Number and Title:	Sewer Main Jet/Vac Cleaning & Sewer Line Video Inspection No. 780 12440 - 2
Awarding Agency:	Volusia County, FL
Services/Supplies to be provided:	Sewer Main Jet/Vac Cleaning & Sewer Line Video Inspection.
Why are the Services/Supplies being obtained via a piggyback or cooperative contract (as opposed to issuing a solicitation or obtaining quotes):	This contract delivers cost savings to the City by offering direct price reductions, reducing administrative costs, and streamlining the purchasing process.

Procurement Code, Section 38.41(C)(5) AND 38.47:

§ 38.41(C)(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.

§ 38.47 Cooperative Purchasing. The CPO shall have the authority to join with other governmental entities in cooperative purchasing plans when the best interest of the City is served.

No.	Piggyback Justification Criteria	YES	NO	COMMENT
1	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? Were alternative contracts evaluated to determine that the City is obtaining the most advantageous contract pricing? Please explain.	YES		Prices for this contract have been provided by Volusia County, FL through the competitive bidding process 22-B-112LS.
2	Will use of the piggyback contract save City staff administrative time, efforts and resources? Please explain.	YES		Volusia County has already expended personnel, time, effort, and resources to procure the most competitive and cost-efficient bid for these services.
3	Will the requested services/supplies be purchased with funds other than grant funds or funds that prohibit the use of piggybacking? If you answered "NO", state the grant source and provide documentation proving piggybacking or cooperative purchasing is allowed by the grantor.	YES		Funding has been provided in the FY25/26 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 or Procurement staff.**

No.	ITEMS VERIFIED	YES	NO	COMMENT
4	Piggyback/Cooperative Contract and Awarding Agency documentation are attached? This includes: - Solicitation Packet; - Vendor's Original Bid/Proposal to the Solicitation - Bid/Evaluation Tabulation; - Award Notice; - Executed Contract and any Amendments; - Any additional relevant documents	YES		Volusia County, FL Master Agreement and Solicitation Documents
5	Piggyback Contract is Valid? Please state the contract expiration and renewal dates.	YES		Initial Term 8/2/22 to 8/2/25 Renewal 8/3/25 to 8/2/26
6	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? Please explain.	YES		The contract allows utilization by other governmental entities in Florida.

7	Was the contract awarded through a solicitation or other acceptable competitive process that was publicly advertised? If yes, please provide the solicitation number.	YES		Solicitation 22-B-112LS.
8	Goods/Services/Pricing 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? Please explain. Note: All vendor quotes or cost proposals prepared for the City must match the piggyback pricing and must reference the piggyback contract/number.	YES		The same pricing that is being offered to Volusia County, FL will be received by the City of Hollywood.
9	Does the piggyback contract have acceptable terms and conditions? Please explain.	YES		Volusia County, FL Contract No. 780 12440 – 2 terms and conditions prevail over City's Purchasing Order terms and conditions.
10	Piggyback Contract Certificate(s) of Insurance (COI) is acceptable to the City's Risk Management? Please attach COI/Risk approval, if applicable.	YES		COI Expires 9/8/25
11	Piggyback Contract has Warranty Conditions? If yes, please list section or attach a copy of the warranty details.		NO	N/A
12	Piggyback Contract has liquidated damages? If yes, provide the daily liquidated amount or alternative damages.		NO	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 to the Office of Procurement based on compliance with the City's procurement requirements and all applicable laws and regulations to the best of your knowledge.

Requestor's Signature: _____

9/8/2025

Date: _____

DocuSigned by:

Homero Rodriguez

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DocuSigned by:

Vincent Morella

60850E2A0EB645E...

Director's Signature: _____

Date: 9/10/2025

OFFICE OF PROCUREMENT APPROVAL

Chief Procurement Officer's Signature: _____

9/15/2025

Date: _____

DocuSigned by:

Otis Thomas

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