



PIGGYBACK/COOPERATIVE PURCHASE REQUEST FORM

REQ #1410

PROCUREMENT MANAGEMENT DIVISION

Requesting Department: Parks and Recreation  
Primary Contact Name: Andrew Plotkin  
Primary Contact E-mail: andrew.plotkin@citynmb.com  
Secondary Contact Name: Dwight Jackson  
Secondary Contact E-mail: dwright.jackson@citynmb.com  
Department Phone: 305-948-2951  
Department Fax: 305-787-6040

Company Name: Mullings Engineering Services, LLC  
Contact Name: Sheldon Mulling  
Company Address: 6289 West Sunrise Blvd, #122  
Sunrise, FL 33313  
Company Phone: 954-583-2441  
Company Fax: 866-558-0486  
Company E-mail: mullingseng@hotmail.com  
Vendor Registration #: 508186

Piggyback Contract Details

1. Contract Title: Sod and Sod Installation
  - a. Awarding Agency City of Pembroke Pines City of Baynton b. Solicitation # IFB #PSPW-20-07
  - c. Solicitation included? Yes ☐ Awarded Letter included? Yes ☐ Proposal/Quote from Company included? Yes ☐
2. Description of the Scope of Service of This Contract: Sod Installation
3. Total Value of Contract: \$ 33,310.00
4. Account Number(s): FY 21 010721-519347 FY \_\_\_\_\_

Contract Verification Information

5. Were alternative contracts evaluated to determine that the City is obtaining the most advantageous contract pricing for the required product / service? Yes ☐ No ☐
6. Would this purchase(s) result in the potential of future purchases for related products/ services being restricted to a particular vendor or create a specific vendor as sole source provider for the related items? Yes ☐ No ☐
7. Would this purchase(s) result in any future maintenance costs which are not included in the initial purchase? Yes ☐ No ☐  
If yes, please attach a draft maintenance plan which includes cost estimates and funding sources(s).

Required Documents Checklist

Contract Explanation Memo ☐ Solicitation ☐ Award Letter ☐ Proposal/Quote ☐  
Renewal Letter ☐ Risk Manager Approved Insurance Certificate ☐ Vendor Registration Form ☐

Grant Information (only applicable if grant related purchase)

11. Provide details (expiration dates, special requirements, etc). \_\_\_\_\_
12. Will this require matching funds? Yes ☐ No ☐
13. Grant source? \_\_\_\_\_ Grant (dollar) amount? \_\_\_\_\_
14. Complete an advanced search of the vendor recommended for award on the federal governments system for Award Management at [www.sam.gov](http://www.sam.gov). Attach a copy of the results.

Scanned

Approved

Date

Yesenia Diaz

05/24/21

Form Prepared By:

Dept. Head:

HR Director:  
(Employee/ Risk Only)

IT Manager:  
(Technology Only)

Finance Director:

Chief Procurement Officer:  
(Purchases/Contract up to \$25,000.00)

City Manager:  
(Purchases/Contracts up to \$50,000.00)

5/24/21

5/26/21

5/29/21

5/28/21

Purchases/Contracts exceeding \$50,000.00 will be placed on the next Commission Agenda pending Procurement review

### 3-4.3 Use of Other Governmental Entities' Contracts

Subject to the spending limitations in Section 3-3.14 and upon a determination that the supplies, materials, equipment or contractual services needed by the City are comparable to solicitation procedures substantially equivalent to the requirements of the North Miami Beach Purchasing Code, the Purchasing Agent may procure, without following formal contract procedure, all supplies, materials, equipment and contractual services which are the subject of contracts with the State of Florida, 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; provided, however, that this section shall apply only if (i) the supplies, materials, equipment or contractual services are the subject of a price schedule negotiated by the State of Florida or the United States government, or (ii) the supplies, materials, equipment or contractual services are the subject of a contract with another governmental entity or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, which contract is based strictly on competitive bids or competitive proposals and not on any preference.




**PROCUREMENT EXPLANATION MEMO**

**PROCUREMENT MANAGEMENT DIVISION**

**TO:** Arthur H. Sorey, III  
City Manager

**VIA:** Donna Rockfeld, CPPB  
Chief Procurement Officer

**FROM:**  Andrew Plotkin  
Name  
Director/Parks and Recreation  
Title/Department

**DATE:** 05/24/2021

**RE:** Sod Installation - Uleta Park

**Fiscal Amount not to Exceed:** \$ 33,310.00

**Vendor #** 508186

**Purpose (How does it align with City NMB Strategic Plan?):**

This aligns with the Strategic Plan in regards to a beautiful, safe and livable City.

**Background:**

The Parks and Recreation Department's Maintenance Division is responsible for annual off season rehap and repair to athletic fields with the Department. It is necessary to have a professional vendor that has expertise to ensure our athletic grounds are safely prepared and maintained.

**Recommendation:**

To utilize and approve the piggyback to Mulling Engineering Services in the amount of \$33,310.00

**Fiscal Impact / Account Number(s):**

FY 2021 010721-519347

**Contact Person(s):**

Andrew Plotkin, Parks and Recreation Director

**Mullings Engineering Services, Lanscaping Div. Inc**  
9370 87th Place South  
Boynton Beach, FL 33472 US  
(954) 583-2441  
mullingseng@hotmail.com

## Estimate/ Proposal

### ADDRESS

City of North Miami Beach  
Accounts Payable Dept.  
17011 NE 19th Avenue  
North Miami Beach, FL 33162

### SHIP TO

City of North Miami Beach  
Uleta Park  
386 NE 169th St,  
North Miami Beach, FL 33162

**ESTIMATE/ 2050**  
**PROPOSAL #**  
**DATE 05/18/2021**

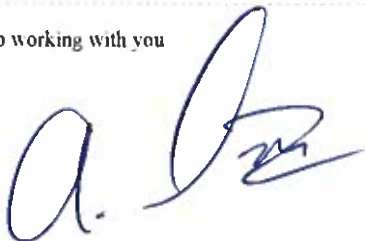
ACTIVITY	QTY	RATE	AMOUNT
Sod Removal & Site Work: Terms of Work is per, Sod & Sod Installation/ Removal Services Term Contract City of Pembroke Pines. IFB #PSPW-20-07			
<b>Mobilization</b> Mobilization of Labor and Equipment	1	2,150.00	2,150.00
<b>Backhoe and Operator</b> Backhoe and Operator (40 hrs)	40	85.00	3,400.00
<b>Skidsteer &amp; Operator</b> Skidsteer & Operator (40 hrs)	40	85.00	3,400.00
<b>Dump Truck &amp; Driver</b> Dump Truck & Driver (30 hrs)	30	100.00	3,000.00
<b>Foreman</b> Foreman (40 hrs)	40	60.00	2,400.00
<b>Laborer</b> Laborer: (4 men X 40 hrs)	160	27.00	4,320.00
<b>Disposal Fee</b> Disposal Fee (per CY)	200	30.00	6,000.00
Terms of Work is per, Sod & Sod Installation Term Contract City of Boynton Beach, S.E. Florida Governmental Cooperative Group #ITB 066-2730-16/JMA. Contract Period: October 1, 2020 through September 30, 2021			
<b>Certified Bermuda Celebration Installed Coop</b> Furnish, deliver and install 18,000 SF of Certified Bermuda Celebration.	18,000	0.48	8,640.00

We look forward to working with you

**TOTAL**

**\$33,310.00**

Accepted By



Accepted Date

**5/28/21**

## Work Flow Status



Back



Search

## Originator

## Name

Diaz, Yesenia

## Comment

## Approvers' comments

## Name

Bennett, Meghan

## Action taken date

05/27/2021

## Action taken time

13:35

## Action

Held

## Comment

Pending CM Sign 5/27/21

## Steps

## Details

Step	Status	Activated Date	Activated
23	Complete (Approved)		
Any approver from this group	Group Complete		
Plotkin, Andrew	Auto approved by: NLB	05/25/2021	12:29
Smith, Jerry	Auto approved by: NLB	05/25/2021	12:29
Bonds, Nichole L.	Complete	05/25/2021	12:29
24	Complete (Approved)		
Any approver from this group	Group Complete		
Plotkin, Andrew	Complete	05/25/2021	15:18
50	Complete (Approved)		
Any approver from this group	Group Complete		
Fennell, Marcia	Auto approved by: REL	05/26/2021	10:26
Lopez, Racquel	Complete	05/26/2021	10:26
70	In Progress (Held)		
Any approver from this group	Group On Hold		
Bennett, Meghan	Held	05/27/2021	13:35
90	Not started		
Any approver from this group			
Rockfeld, Donna			



Generate Chart



Expand All



Collapse All



Expand In Progress