



**PIGGYBACK/COOPERATIVE PURCHASE REQUEST FORM**  
revised 4/20/2022

**PROCUREMENT MANAGEMENT DIVISION**

Requesting Department: FLEET MANAGEMENT  
Primary Contact Name: JOSE TELLEZ  
Primary Contact E-mail: jose.tellez@citynmb.com  
Secondary Contact Name: \_\_\_\_\_  
Secondary Contact E-mail: \_\_\_\_\_  
Department Phone: 305-948-2905  
Department Fax: \_\_\_\_\_

Company Name: DOBBS EQUIPMENT  
Contact Name: RAFAEL VALDES  
Company Address: 4343 NW 77 AVE  
Miami FL 33166  
Company Phone: 305-592-5740  
Company Fax: 305-513-4353  
Company E-mail: rafael.valdes@dobbsequipment.com  
Vendor Registration #: 525079

**Piggyback Contract Details**

- Contract Title: Heavy Equipment
  - Awarding Agency Florida Sheriff's Association Florida Association of Counties b. Solicitation # FSA20-EQU18.0
  - Solicitation included? Yes  Awarded Letter included? Yes  Proposal/Quote from Company included? Yes
- Description of the Scope of Service of This Contract: 2020-2023 Heavy Equipment
- Total Value of Contract: \$ 71,878.00
- Account Number(s): FY 22 410908-533640 FY \_\_\_\_\_

**Contract Verification Information**

- Were alternative contracts evaluated to determine that the City is obtaining the most advantageous contract pricing for the required product / service? Yes  No
- 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
- 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)**

- Provide details (expiration dates, special requirements, etc). \_\_\_\_\_
- Will this require matching funds? Yes  No
- Grant source? \_\_\_\_\_ Grant (dollar) amount? \_\_\_\_\_
- 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.

Approved

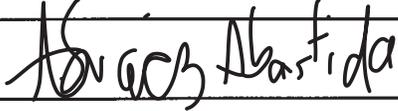
Date

Form Prepared By:

Karen Raudez for Jose Tellez 

7-25-22

Dept. Head:



7-25-22

HR Director:  
(Employee/ Risk Only)

\_\_\_\_\_

\_\_\_\_\_

Chief Information Officer:  
(Technology Only)

\_\_\_\_\_

\_\_\_\_\_

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

DocuSigned by:  
Phillip Ford

231DA3BA713E4A0...  
\_\_\_\_\_

\_\_\_\_\_

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

DocuSigned by:  


7C6564BD56C145E...  
\_\_\_\_\_

\_\_\_\_\_

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:** Phillip Ford  
Chief Procurement Officer

**FROM:** Jose Tellez *JTS*  
Name  
Fleet Management  
Title/Department

**DATE:** 7-25-22

**RE:** PURCHASE OF 2 MINI EXCAVATORS JOHN DEERE

**Fiscal Amount not to Exceed:** \$71,878.00

**Vendor #** 525079

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

To purchase 2 John Deere Mini Excavators for the Operational Functions of the City's Water Dept and a continuance of providing the City's Residents with optimal customer service.

**Background:**

NMB Water Dept currently owns 3 Mini Excavator, due to the age and poor conditions it is necessary to purchase 2 more units.

**Recommendation:**

Approval

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

FY 2022 410908-533640

**Contact Person(s):**

Jose Tellez EXT 4152