



PIGGYBACK/COOPERATIVE PURCHASE REQUEST FORM

revised 4/20/2022

PROCUREMENT MANAGEMENT DIVISION

Requesting Department: FACILITY MANAGEMENT
Primary Contact Name: EUGENE BAER
Primary Contact E-mail: EUGENE.BAER@CITYNMB.COM
Secondary Contact Name: JOSS GITLIN
Secondary Contact E-mail: JOSS.GITLIN@CITYNMB.COM
Department Phone: 305-948-2936 X3912
Department Fax:

Company Name: TK ELEVATOR
Contact Name: PARTH PATEL
Company Address: 7481 NW 66TH STREET
Company Phone: 866-248-8924
Company Fax:
Company E-mail: PARTH.N.PATEL@THYSSENKRUPP.COM
Vendor Registration #: 218075

Piggyback Contract Details

- 1. Contract Title: NCPA CONTRACT #02-99
a. Awarding Agency REGION XIV EDUCATION SERVICE CENTER b. Solicitation # RFP 36-20
c. Solicitation included? Yes [] Awarded Letter included? Yes [] Proposal/Quote from Company included? Yes []
2. Description of the Scope of Service of This Contract: ELEVATOR EQUIP., SERVICE, REPAIR & RELATED SERVICES
3. Total Value of Contract: \$ 30,000.00
4. Account Number(s): FY 22 010850-519460 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. Attach a copy of the results.

Approved

Date

JOSS GITLIN

6/23/22

Form Prepared By:

Dept. Head:

HR Director:
(Employee/ Risk Only)

IT Manager:
(Technology Only)

Finance Director:

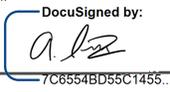
Chief Procurement Officer:
(Purchases/Contract up to \$25,000.00)

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





DocuSigned by:
Phillip Ford

DocuSigned by:


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: Chief Procurement Officer

FROM: JOSS GITLIN
Name
FACILITIES SUPERINTENDENT
Title/Department

DATE: 6/23/22

RE: Elevator Equipment, Service, Repair and Related Services

Fiscal Amount not to Exceed: \$ 28,464.00

Vendor # 218075

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

Maintenance of the City's elevators and ADA lifts are essential to the operations and productivity of our facilities and employees.

Background:

Thyssenkrupp currently maintains all city elevators and have quoted additional location at request. Vendor is NCPA recognized.

Recommendation:

Approval

\$30k annually for elevator maintenance Citywide. Contract Renewal End Date: 12/31/2025. Commission approval request: \$120k

Fiscal Impact / Account Number(s):

FY 22 / 010850-519460

Contact Person(s):

Eugene Baer, Joss Gitlin