



PIGGYBACK/COOPERATIVE PURCHASE REQUEST FORM

PROCUREMENT MANAGEMENT DIVISION

Requesting Department: Police Department
Primary Contact Name: Mohammad Asim, Captain
Primary Contact E-mail: asim@nmbpd.org
Secondary Contact Name: Adrian Thomas, Account Clerk
Secondary Contact E-mail: adrian.thomas@nmbpd.org
Department Phone: 305-949-5500 Ext. 2508
Department Fax: 305-787-6047

Company Name: Bartow Ford
Contact Name: Richard Weissinger
Company Address: 2800 US HWY 98 North, Bartow, FL 33830
Company Phone: 813-477-0052 (cell)
Company Fax: 863-535-1038
Company E-mail: thefordtruckguy@gmail.com
Vendor Registration #: 519861

Piggyback Contract Details

- 1. Contract Title: Charlotte County (Contract # 104)
a. Awarding Agency: Charlotte County b. Solicitation #
c. Solicitation included? Yes No Awarded Letter included? Yes No Proposal/Quote from Company included? Yes No
2. Description of the Scope of Service of This Contract: Purchase of police vehicles and related equipment
3. Total Value of Contract: \$ 452,921.16
4. Account Number(s): FY 21 010500-521640 (\$452,921.16) 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). N/A
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

Captain Mohammad Asim

11/14/2020

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)

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: Esmond K. Scott  
City Manager

VIA: Donna Rockfeld, CPPB  
Chief Procurement Officer

FROM: Mohammad Asim  
Name  
Captain / Police  
Title/Department

DATE: 11/14/2020

RE: Bartow Ford

**Fiscal Amount not to Exceed:** \$ 452,921.16

**Vendor #** 519861

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

The goal for this purchase is the continuation to upgrade the fleet at the North Miami Beach Police Department (NMBPD). Police vehicles should be safe, durable and reliable. This will benefit the personnel operating these vehicles, as well as the citizens of North Miami Beach.

**Background:**

Up until 2015, the NMBPD fleet was aging and in desperate need of upgrading. The plan is to continue to upgrade the NMBPD fleet. The fleet has come a long way over the past 5 years (2015, 2016, 2017, 2018, 2019 and 2020), however, there is still room for improvement.

**Recommendation:**

It is my that we use Bartow Ford, piggybacking off the Charlotte County Contract (#104), for the purchase of these vehicles. Over the past few years, we have had an excellent working relationship with this vendor, and are highly satisfied with the product and service they have provided to the NMBPD.

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

FY 20 - 010500-521640 (\$452,921.16)

**Contact Person(s):**

Richard Weissinger, 813-477-0052 (cell), 863-535-1038 (fax), thefordtruckguy@gmail.com