



PIGGYBACK/COOPERATIVE PURCHASE REQUEST FORM

PROCUREMENT MANAGEMENT DIVISION

Requesting Department: Police Department
Primary Contact Name: Captain Mohammad Asim
Primary Contact E-mail: mohammad.asim@nmbpd.org
Secondary Contact Name: Admin Officer Shaunetta Anderson
Secondary Contact E-mail: shaunetta.anderson@nmbpd.org
Department Phone: 305-949-5500
Department Fax: 305-949-7530

Company Name: Enterprise Fleet
Contact Name: Michelle Rojas
Company Address:
Company Phone:
Company Fax:
Company E-mail: michelle.m.rojas@efleets.com
Vendor Registration #: 524770

Piggyback Contract Details

- 1. Contract Title: Sourcewell Contract #060618-EFM
a. Awarding Agency Sourcewell b. Solicitation #
c. Solicitation included? Yes [x] Awarded Letter included? Yes [x] Proposal/Quote from Company included? Yes [x]
2. Description of the Scope of Service of This Contract: Pricing terms for undercover lease vehicles for Task Force units
3. Total Value of Contract: \$ 84,000.00
4. Account Number(s): FY 21 172532-521441 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 [] N/A
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 [x] Award Letter [x] 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

Adrian Thomas

11/13/2020

Form Prepared By:



Dept. Head:

11/01/20

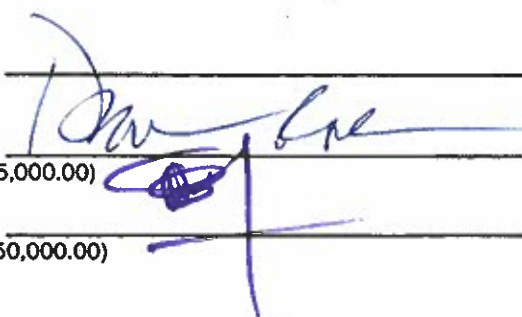
HR Director:
(Employee/ Risk Only)

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)

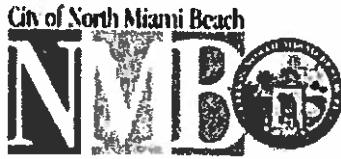


11/11/20
12/10/2020

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: 11/13/2020

RE: Sourcewell Contract ##060618-EFM

Fiscal Amount not to Exceed: \$ 84,000.00

Vendor # 524770

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

This item aligns with the City of North Miami Beach's Strategic Plan mission of providing a safe community and offering excellent municipal services in a fiscally responsible manner.

Background:

The City of North Miami Beach, would piggyback off an existing contract via Sourcewell, contract #060618-EFM, with Enterprise Fleet Management.

Recommendation:

Approval.

Fiscal Impact / Account Number(s):

Fiscal Impact: \$84,000.00
Account Number: 172532-521441

Contact Person(s):

Mohammad Asim