



**AGENDA ITEM REPORT**

**DATE:** December 5, 2023  
**DEPARTMENT:** Procurement Management  
**REQUESTER:** Mary Tucker  
**TITLE:** Approve Piggyback for Lawn and Maintenance Equipment and Accessories

**I. MOTION REQUESTED**

A) Approve Piggyback No. PB230611DWJ to utilize pricing on the Sourcwell Contract No. 031121-TTC for Grounds Maintenance Equipment, Attachments, and Accessories with Related Services, for the purchase of lawn and maintenance equipment and accessories, on an as-needed basis, through the contract expiration date of April 30, 2025, and any renewals or extensions approved by Sourcwell, as approved in the departments' annual adopted budgets. Individual purchases in excess of \$100,000.00 will be brought to the Board for approval.  
 B) Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.  
 C) Grant the County Manager or designee the authority to renew the contract, for up to one additional year, and to execute all associated documents, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County, and there are no cost increases associated with the renewal.

**II. ITEM SUMMARY**

Approves using the competitively solicited Sourcwell contract for Grounds Maintenance Equipment, Attachments, and Accessories with Related Services, on an as-needed basis, through the contract expiration date of April 30, 2025, and any renewals or extensions approved by Sourcwell.

Expenditures during FY21-22 were \$310,120.28. Individual purchases in excess of \$100,000.00 will be brought to the Board for approval, at which point a market analysis will be completed for those items being purchased.

**III. BACKGROUND AND IMPLICATIONS OF ACTION**

- A) Board Action and Other History
- B) Policy Issues
- C) BoCC Goals
- D) Analysis
- E) Options

**IV. FINANCIAL INFORMATION**

A)	Current year dollar amount of item:	See Comments below.
B)	Is this item approved in the current budget?	Yes
C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Discretionary
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	
F)	Fund: Various department funds. Program: Project: Account Strings:	
G)	Fund Type?	Other: Various department funds.
H)	Comments: Expenditures will be on an as needed basis, as approved in the departments' annual adopted budgets.	

**V. RECOMMENDATION**

Approve

**VI. TIMING/IMPLEMENTATION**

**VII. FOLLOW UP**

**ATTACHMENTS:**

Description	Upload Date	Type
<a href="#">Toro Agreement for Piggyback Purchase</a>	11/6/2023	Agreement

**REVIEWERS:**

Department	Reviewer	Action	Date
Procurement Management	Tucker, Mary	Approved	11/22/2023 - 10:49 AM
Budget Services	Henkel, Anne	Approved	11/27/2023 - 9:10 AM
Budget Services	Winton, Peter	Approved	11/27/2023 - 1:18 PM
County Attorney	Holborn , Robert	Approved	11/27/2023 - 1:32 PM
County Manager	Winton, Peter	Approved	11/27/2023 - 3:23 PM