

**AGENDA ITEM REPORT**

**DATE:** January 18, 2022  
**DEPARTMENT:** Procurement Management  
**REQUESTER:** Mary Tucker  
**TITLE:** Approve Piggyback for Courier Services - Countywide

**I. MOTION REQUESTED**

A) Approve Piggyback No. PB220082JJB to utilize pricing on the State of Florida Participating Agreement (Alternate Contract Source No. 78102200-21-ACS) through the National Association of State Procurement Officials ValuePoint Cooperative Purchasing Organization (NASPO) with FedEx Corporate Services, Inc. for courier services for small package delivery and express delivery services, on an as needed basis, through the contract expiration date of November 27, 2026, and any renewals or extensions approved by the State of Florida or NASPO, as approved in the departments' annual adopted budgets.

**II. ITEM SUMMARY**

Approves use of a competitively solicited contract through the State of Florida to use courier services from FedEx Corporate Services, Inc., on an as needed basis, through the contract expiration date of November 27, 2026, and any renewals or extensions approved by The State of Florida or the National Association of State Procurement Officials (NASPO). Expenditures will be on an as needed basis as approved in the departments' annual adopted budgets. Expenditures during Fiscal Year 20-21 were \$52,043.99.

**III. BACKGROUND AND IMPLICATIONS OF ACTION**A) Board Action and Other History

The National Association of State Procurement Officials ValuePoint Cooperative Purchasing Organization advertised a request for proposals on March 12, 2021. The Request for Proposal went through the competitive procurement process and negotiations for courier services. The piggyback provides a discounted rate for small package delivery and express delivery services.

B) Policy IssuesC) BoCC GoalsD) AnalysisE) Options**IV. FINANCIAL INFORMATION**

A)	Current year dollar amount of item:	See Comments below.
B)	Is this item approved in the current budget?	
C)	Is this a revenue or expense item?	
D)	Is this Discretionary or Mandatory?	
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	
F)	Fund: Program: Project: Account Strings:	
G)	Fund Type?	
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="#">State of Florida Participating Addendum</a>	12/27/2021	Contract
<a href="#">Piggyback Summary Form</a>	12/27/2021	Backup Material

**REVIEWERS:**

Department	Reviewer	Action	Date
Procurement Management	Tucker, Mary	Approved	1/5/2022 - 1:06 PM
Budget Services	Henkel, Anne	Approved	1/5/2022 - 3:39 PM
Budget Services	Winton, Peter	Approved	1/6/2022 - 8:37 AM
County Attorney	Swindle, Amanda	Approved	1/7/2022 - 9:04 AM
County Manager	Winton, Peter	Approved	1/7/2022 - 11:46 AM