



AGENDA ITEM REPORT

DATE: February 20, 2024
DEPARTMENT: Procurement Management
REQUESTER: Mary Tucker
TITLE: Approve Piggyback for Agriculture and Lawn Equipment – Countywide

I. MOTION REQUESTED

A) Approve Piggyback No. PB240133KLB to utilize pricing on the State of Florida, Department of Management Services Contract No. 25101900-21-STC for Agriculture and Lawn Equipment, 25101900-21-STC, for the purchase of agriculture and lawn equipment, on an as-needed basis, through the contract expiration date of December 31, 2026, and any renewals or extensions approved by State of Florida, Department of Management Services, 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) Grant the County Manager or designee the authority to renew the contract(s) 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(s).

II. ITEM SUMMARY

Approves the piggyback use of the State of Florida, Department of Management Services contract for agriculture and lawn equipment and parts through the contract expiration date of December 31, 2026, and any renewals or extensions approved by the State of Florida. A market analysis has not been completed since there are no purchases being made at this time. A market analysis will be provided on a case-by-case basis for purchases exceeding \$100,000.00 and presented for Board approval.

III. BACKGROUND AND IMPLICATIONS OF ACTION

- A) Board Action and Other History
 State of Florida, Department of Management Services entered in a State Term Contract with numerous vendors on January 1, 2021, for agriculture and lawn equipment. Staff recommends approval of the piggyback to provide a source for County departments to purchase agriculture and lawn equipment and parts. Total expenditures for Fiscal Year 2023 were \$79,982.41 by the Solid Waste and Fleet departments. Purchases in excess of \$100,000.00 will be presented to the Board for approval.
- 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 and funding transferred to appropriate accounts when required and is not included in the annual adopted budget.	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
Piggyback Summary Form - Ag and Lawn Equipment and Parts	2/5/2024	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Procurement Management	Tucker, Mary	Approved	2/8/2024 - 3:15 PM
Budget Services	Henkel, Anne	Approved	2/8/2024 - 3:24 PM
Budget Services	Winton, Peter	Approved	2/8/2024 - 3:25 PM
County Attorney	Holborn , Robert	Approved	2/8/2024 - 3:38 PM
County Manager	Winton, Peter	Approved	2/8/2024 - 3:46 PM