

# THE VILLAGE OF TEQUESTA

## PIGGYBACKING CHECKLIST

Instructions: This form is to be completed for any purchase of goods, or contract for services where the Village will utilize a contract competitively bid by another governmental agency (i.e. "Piggyback").

Department: Utilities

Date: 9/29/2015

Item/Service	Provide Antiscalant for the Water Plant
Vendor/Service Provider	American Water Chemicals

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State Contract #

\*Chapter 287, F.S.

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Other Governmental Agency

If piggybacking a State Contract please stop here.

1	Name of Governmental Agency	Town of Jupiter
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YES

NO

2	Is the contract current? Effective date: <u>10/01/2014</u> Expiration Date: <u>09/30/2017</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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3	Was item/service bid out in compliance with the Village's Purchasing Policies & Procedures?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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4	Is the price that the Village will receive by piggybacking equal to the price obtained by the agency named above?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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5	Does the contract contain an assignability clause?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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6	If the answer to question # 5 is no, has the governmental agency given the Village permission to piggyback on the contract?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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7	Has the vendor/service given the Village permission to piggyback on the contract?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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Department Head Signature

Date

10/23/15