

State Purchasing Checklist-Goods PB-25-0477

Use this checklist to determine if an awarded contract meets the requirements to 'piggyback'.

Agency	WA State DES	Item	Passenger Vehicle & Box Truck Rental
RFP#	State of OR: S-10700-00011242	Amount	\$150,000
Title	Passenger Vehicle & Box Truck Rental	Dept	Purchasing-County wide use
Supplier	(1) The Hertz Corporation : Passenger Veh (2) EAN Services, LLC (Enterprise): Box Trucks	Requestor	Sheriff

DOES THE BID MEET THE RCW REQUIREMENTS?	YES	NO	Copies/ Comments
1 Do we have the authority to bid/contract for the item?	x		Mot 24-232
2 Did the State process the bid consistent with the RCW?	x		
3 Was the bid advertised in compliance with the state's requirements? Where: State of Oregon 8/12/2024 & WEBS 8/13/2025	x		OR and WEBS website
4 Firms located in Snohomish County submitted bids. If there are no qualified firms located in Snohomish County, enter N/A.	x		Rental agencies in County
5 Is the bid/contract current and does its current life equal or exceed the time being requested? Term: Ends 8/1/2026; not to extend beyond 7/31/2030	x		NASPO Master Agreements & Amds
6 Does the bid and/or contract contain the language to piggyback? Where: p. 1 Purpose & Exhibit 1 NASPO terms & conditions	x		RFP doc
7 Requested items are listed in the bid/contract	x		
8 Was the award consistent to the Bid/RCW? Review the bid tabs or evaluation summary and award recommendations. Cost points are 500/1750 total.	x		Bid Tab – Intent to Award
9 Awarded made to the lowest, responsible bidder? If multiple awards, the requested supplier/item is the highest scorer for each type of rental.	x		Bid Tab – Intent to Award
10 There are no terms and conditions in the bid or contract that conflict with County code.	x		
11 Risk Management approves the insurance. Or the supplier has agreed to insurance requested by RM.	x		Pending insurance & contract
12 The requestor understands and agrees to the bid/contract terms and conditions of the state.	x		
13 Check the State and Federal debarment list. The supplier is not listed	x		Both suppliers
14 If services are included-An internet search of the awarded supplier was conducted and there were no human rights violations found. Indicate N/A if no services	N/A		
15 If services are included, confirm existing paperwork is sufficient.	x		

I have reviewed the items on the above checklist for this solicitation and it:

☒ meets the requirements
 ☐ partially meets
 ☐ does not meet the requirements

Buyer Name Lynne Yara Date 1/13/2026

Pur Mgr may approve if all meets. If does not meet all items, Dir of Fin or Executive approval required.

Per SCC 3.04.140(2) and Executive Order 23-02(2.D.2), the following approval authorizes purchases and services not to exceed \$50,000 under the above referenced RFP for the life of the contract, any purchases exceeding \$50,000 shall also require county council approval.

Piggyback Approved _____ Date _____