

State Purchasing Checklist-Goods PB-25-0445JM

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

Agency	WA DES / NASPO	Item	Cisco Hardware and License
RFP #	DES 05819 NASPO AR3227	Amount	\$450,000.00
RFP Title	Hardware, Data Communications	Dept	Information Technology
Supplier	Cerium Networks	Requestor	Rocky Meredith
DOES THE BID MEET THE RCW REQUIREMENTS?		YES	NO
1	Do we have the authority to bid/contract for the item?	X	Motion 24-232
2	Did the State process the bid consistent with the RCW?	X	RCW 39.26
3	Was the bid advertised in compliance with the state's requirements? Where: NASPO in Utah	X	Utah Posting SK18001
4	Firms located in Snohomish County submitted bids. If there are no qualified firms located in Snohomish County, enter N/A.	N/A	
5	Is the bid/contract current and does its current life equal or exceed the time being requested? Term: 6/1/2020-9/30/2026 no extn	X	NASPO Master Agm AR3227
6	Does the bid and/or contract contain the language to piggyback? Where: NASPO T&C; Participating Agreement, p. 2	X	NASPO Master Agm AR3227 and WA DES Ptp Addm 05819
7	Requested items are listed in the bid/contract	X	Master Agm Att C; price discount % by category
8	Was the award consistent to the Bid/RCW? Review the bid tabs or evaluation summary and award recommendations.	X	RFP SK18001 & Bid tab in Exhibit 1 Master Summary Evaluation
9	Awarded made to the lowest, responsible bidder? If multiple awards, the requested supplier/item is the lowest, resp. bidder Score 500 tech pts + 166.7 cost pts. Cisco scored at top.	X	SK18001_Data_Communications _Award_Justification_Statement, p. 6-12
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	N/A – purch of goods only
12	The requestor understands and agrees to the bid/contract terms and conditions of the state.	X	Master Agm Exh 1 EULA; Deliv is FOB; PO must state both Naspo & DES #
13	Check the State and Federal debarment list. The supplier is not listed	X	Cisco subcontracted to Cerium Networks in WA; researched both
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.	N/A	

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: _____

Per SCC 3.04.140(5) and Executive Order 25-01(2.D.5), the following approval authorizes purchases and services not to exceed \$500,000 under the above referenced RFP for the life of the contract, any purchases exceeding \$500,000 shall also require county council approval.

Piggyback Approved: _____