

Sourcewell Cooperative Purchasing Checklist - PB-25-0455

Use this checklist to determine if a NJPA/Sourcewell awarded contract meets the requirements to 'piggyback'.

Vendors:	Caterpillar, Inc.		
Contract #	#011723 CAT	Contract Expiration:	4/14/2027; max 2028
Item(s) Requested:	Caterpillar Excavators - one time purchase	PR# Quote	Quote 313387-02 Quote 313835-03
Does the Contract meet the County's Requirements?			YES NO
Will the contract be in effect (not expired) for the time period requested/required? Do we have a copy of a valid agreement and renewals? Contracts in file			x
Do the County have the authority to bid/contract for the item or service? Approved by Council on 9/5/18 on Motion 18-247.			x
Are the items requested specified on the Sourcewell contract? Excavators: Caterpillar is top scorer			x
Does the bid and award comply with the County's codes and statutes? RFP scores incl fin'l viability, marketing, depth of offerings, value-add etc. Price score is 400/1000			x
Is the bid free of any preference language that is not allowable in the statues such as WMBE points?			x
Has the contract language been reviewed by Risk Management? <i>Added / used standard language.</i>			x
Is the contract language sufficient to cover Risk Management requirements?			x
Has the contract language been reviewed by Purchasing?			x
Is the contract language sufficient to cover Purchasing requirements? If no, please list additional language to be added: <i>See Attached additional language.</i>			x
Has there been due diligence performed to assure the pricing is competitive? If yes, please describe: Discount consistent across other cooperatives. DES #19622 is using this contract also.			x
Has the awarded vendor agreed to allow piggybacks? May be included in the contract, may be referenced back to the solicitation document. RFP page 1 and Contract p. 13			x
Has the awarded vendor agreed to additional terms and conditions as required? <i>Will add to PO per their procedures.</i>			x
Check the State and Federal debarment list. Is the vendor not listed?			x
Is there a fee for using this contract? If Yes, please indicate fee: % fee must be included not added to price			x

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

☒ mostly meets the County's requirements
 ☐ does not meet the County's requirements

Buyer: Lynne Yara Date 8/5/2025

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

Purchasing Manager _____ Date _____