



**SOLICITATION SIGNATURE PAGE**

(Please attach to Goal Setting Worksheet and API Recommendation Form)

Presented at GSC Meeting:

Department/Division Engineering & Public Works / Roadway Production

Intersection Improvements Professional Continuing Services Contract (Project #2025052)

Project Name/Number \_\_\_\_\_

Contract Manager Holly B. Knight, P.E.

Phone/ E-mail 561-684-4150 / hknight@pbc.gov

Estimated Date of Advertising April 2025 Estimated Dollar Value of Project \$2,000,000

Type of Solicitation RFP - CCNA Professional Services Selection

**DEPARTMENT/DIVISION/OFFICE**

**SIGNATURE AND DATE**

Originating Department/Division

Kath O. Jones 1/29/25

Department/Division Director

[Signature]

OEBO

[Signature] 2.13.25

Goal Setting Committee Chairperson

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## Solicitation Review and API Recommendation

Department/Division Engineering and Public Works  
Project Name/Number Intersection Improvements Professional Continuing Services Contract (Project #2025052)  
Contract Manager Holly Knight  
Phone/e-Mail 561-684-4122  
Estimated Date of Advertising April 2025 Estimated Dollar Value of Project \$2,000,000  
Type of Solicitation CCNA Professional Services

The following steps have been taken in the review of the scope of services and terms:

### EARLY/FORMAL REVIEW\*

A review of the Terms and Conditions of the solicitation and contract has been reviewed and removed any language or conditions that may adversely impact S/M/WBE firms to respond.

Special contract requirements are included due to the following:

This solicitation has been reviewed to identify opportunities for De-Bundling or Aggregating to increase competition among S/M/WBE firms.

This solicitation review has considered and determined this contract is sized to maximize S/M/WBE participation in the bidding process. The following steps were taken:

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- The following opportunities have been combined to increase the competition among S/M/WBE firms:

- The selection criteria will not unnecessarily restrict competition or adversely impact the ability for S/M/WBE firms to respond or participate as subcontractors. The following steps were taken:

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- The project will be advertised for a minimum of 30 days unless where practical or for a longer period if required by state law.
- Researched relative availability for the particular good or service at the prime and subcontractor levels.
- Consult with department management which API will create maximum opportunity for S/M/WBEs or prepare Waiver.
- Complete Goal Setting form with backup documentation.
- The originating department has determined there are no S/M/WBE subcontracting opportunities and have included documentation associated with the **No API** recommendation on the Goal Setting Worksheet.
- Forward to the OEBO for review.
- If the OEBO agrees, submit to the Purchasing or Originating Department.
- If the OEBO disagrees, change and submit to Purchasing or Originating Department.

**MANDATORY REVIEW**

Complete Department Goal Setting Form, attach to Solicitation Document and forward to the OEBO for the Goal Setting Committee.

\*A Solicitation Signature Page should be attached and signed at each step of the review process.

# GOAL SETTING

## Project Summary Worksheet

### Availability Adjustment/Weighting

ORIGINATING DEPARTMENT: Engineering and Public Works

DATE: January 28, 2025

SOLICITATION NAME: Intersection Improvements Professional Continuing Services Contract

PROJECT No. 2025052

TYPE OF SOLICITATION: RFP

CATEGORY: CCNA-PROF. SVCS

SCOPE OF PROJECT:

3 year Continuing services contract for engineering of intersection improvements on a consultant service authorization basis as needed for structural engineering services throughout the County.

COMMODITY CODE	PRIMARY DISCIPLINE/TRADE DESCRIPTION	ESTIMATED COST	PERCENTAGE OF PROJECT COST
92528	Drainage Engineering	\$ 300,000.00	15.00%
92670	Permitting Services, Environmental	\$ 100,000.00	5.00%
92549	Highways; Streets; Airport Pay-Parking Lots - Engineering	\$ 800,000.00	40.00%
92586	Surveyor Services, Land	\$ 200,000.00	10.00%
92546	Geotechnical Engineering	\$ 100,000.00	5.00%
92593	Traffic and Transportation Engineering	\$ 400,000.00	20.00%
92685	Soil, Soil Vapor, and Groundwater Sampling and Analysis (Inc	\$ 100,000.00	5.00%
			0.00%
			0.00%
			0.00%
		<b>\$2,000,000.00</b>	<b>100.00%</b>

**AVAILABILITY**

COMMODITY	RACE/ETHNICITY								Total S/M/WBE	NON-SMWBE	TOTAL FIRM	PERCENT OF WORK
	SBE	WBE	M/WBE	AABE	NABE	HABE	ABE					
92528	3		6	4			2	9	41	50	15.00%	
92670	2	3	6	2			1	8	27	35	5.00%	
92549	7	1	9	4			4	16	33	49	40.00%	
92586	10	2	8	1		3	2	18	21	39	10.00%	
92546			5	2		2	1	5	22	27	5.00%	
92593	3	1	8	4		1	2	11	31	42	20.00%	
92685	1		0					1	13	14	5.00%	
0			0					0	0		0.00%	
0			0					0	0		0.00%	
0			0					0	0		0.00%	
<b>Total</b>	<b>26</b>	<b>7</b>	<b>42</b>	<b>17</b>	<b>0</b>	<b>6</b>	<b>12</b>	<b>68</b>	<b>188</b>	<b>256</b>	<b>100.00%</b>	

**COMMODITY AVAILABILITY**

COMMODITY	COMMODITY AVAILABILITY									WEIGHT
	SBE	WBE	M/WBE	AABE	NABE	HABE	ABE	Total S/M/WBE	NON-SMWBE	
92528	0.00900	0.00000	0.01800	0.01200	0.00000	0.00000	0.00600	0.02700	0.12300	0.150
92670	0.00286	0.00429	0.00857	0.00286	0.00000	0.00000	0.00143	0.01143	0.03857	0.050
92549	0.05714	0.00816	0.07347	0.03265	0.00000	0.00000	0.03265	0.13061	0.26939	0.400
92586	0.02564	0.00513	0.02051	0.00256	0.00000	0.00769	0.00513	0.04615	0.05385	0.100
92546	0.00000	0.00000	0.00926	0.00370	0.00000	0.00370	0.00185	0.00926	0.04074	0.050
92593	0.01429	0.00476	0.03810	0.01905	0.00000	0.00476	0.00952	0.05238	0.14762	0.200
92685	0.00357	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00357	0.04643	0.050
0	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.000
0	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.000
0	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.000
<b>TOTAL</b>	<b>0.11250</b>	<b>0.02234</b>	<b>0.16791</b>	<b>0.07283</b>	<b>0.00000</b>	<b>0.01616</b>	<b>0.05659</b>	<b>0.28041</b>	<b>0.71959</b>	
<b>X1</b>	<b>11.25%</b>	<b>2.23%</b>	<b>16.79%</b>	<b>7.28%</b>	<b>0.00%</b>	<b>1.62%</b>	<b>5.66%</b>	<b>28.04%</b>	<b>71.96%</b>	

YTD UTILIZATION:

SBE	MBE	WBE	AABE	NABE	HABE	ABE

**GOAL SETTING**  
**Project Summary Worksheet**  
Availability Adjustment/Weighting

ORIGINATING DEPARTMENT: Engineering and Public Works

DATE: January 28, 2025

SOLICITATION NAME: Intersection Improvements Professional Continuing Services Contract

PROJECT No. 2025052

TYPE OF SOLICITATION: RFP

CATEGORY: CCNA-PROF. SVCS

**AVAILABLE APIS:**

SBE Subcontracting (20%)  
SBE Evaluation Preference for SBE Participation

**DEPARTMENT RECOMMENDED API:**

SBE Subcontracting (20%)  
SBE Evaluation Preference for SBE Participation

Holly Knight

DEPARTMENT REPRESENTATIVE NAME

DEPARTMENT REPRESENTATIVE SIGNATURE

1-28-25

**OEBO RECOMMENDED API:**

SBE Subcontracting (20%-min. mandatory)  
SBE Evaluation Preference for SBE Participation  
M/WBE Subcontracting Goal: 2%

Angela Smith

OEBO REVIEWER NAME

OEBO REVIEWER SIGNATURE

2.13.25

2.13.25

GOAL SETTING COMMITTEE DETERMINATION

Ordinance Reference: \_\_\_\_\_

GOAL SETTING COMMITTEE CHAIRPERSON NAME

GSC DATE: \_\_\_\_\_

GOAL SETTING COMMITTEE CHAIRPERSON SIGNATURE