



SOLICITATION SIGNATURE PAGE

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

Presented at GSC Meeting: 12/18/2024

Department/Division Airports / Maintenance

Project Name/Number Grounds Maintenance at Palm Beach International Airport (PBIA), Belvedere Road and Australian Blvd Median, and Lantana Airport, Term Contract

Contract Manager Matt Taylor

Phone/ E-mail 561-471-7494 / mtaylor@pbia.org

Estimated Date of Advertising Jan 15, 2025 Estimated Dollar Value of Project \$1,050,000 (5 years)

Type of Solicitation Invitation for Bid

DEPARTMENT/DIVISION/OFFICE

SIGNATURE AND DATE

Charles Nyzell
Originating Department/Division

F-1
 12/17/24

Uriah McCalla
Department/Division Director

 12/17/24

OEBO

Tony Nantz 12/11/24

Goal Setting Committee Chairperson _____



Solicitation Review and API Recommendation

Department/Division Airports / Maintenance
Project Name/Number Grounds Maintenance at Palm Beach International Airport (PBIA), Belvedere Road and Australian Blvd Medians, and Lantana Airport, Term Contract
Contract Manager Matt Taylor
Phone/e-Mail 561-471-7494 / mtaylor@pbia.org
Estimated Date of Advertising Jan 15, 2025 Estimated Dollar Value of Project \$ 210,000.00
Type of Solicitation Invitation for Bid

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:

- 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:

- 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: Airports

DATE: December 11, 2024

SOLICITATION NAME: Grounds Maintenance at Palm Beach International Airport (PBIA), Belvedere Road and Australian Blvd Median, and Lantana Airport, Term Contract

PROJECT No.

TYPE OF SOLICITATION: IFB

CATEGORY: GOODS & OTHER SERVICES

SCOPE OF PROJECT:

The sole purpose and intent of this Invitation for Bid (IFB) is to secure firm fixed pricing and establish a term contract of 1 year with 4 annual renewal options, for grounds maintenance at Palm Beach International Airport (PBIA), Belvedere Road and Australian Blvd Median, and Lantana Airport. Includes mowing, edging, trimming, etc.

COMMODITY CODE	PRIMARY DISCIPLINE/TRADE DESCRIPTION	ESTIMATED COST	PERCENTAGE OF PROJECT COST
98836	Grounds Maintenance: Mowing, Edging, Plant (Not Tree) Trimm	\$ 210,000.00	100.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
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			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
		\$210,000.00	100.00%

AVAILABILITY

COMMODITY	RACE/ETHNICITY							Total S/M/WBE	NON-S/M/WBE	TOTAL FIRM	PERCENT OF WORK
	SBE	WBE	M/WBE	AABE	NABE	HABE	ABE				
98836	6	1	7	2	0	4	0	13	109	122	100.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
Total	6	1	7	2	0	4	0	13	109	122	100.00%

GOAL SETTING

Project Summary Worksheet

Availability Adjustment/Weighting

ORIGINATING DEPARTMENT: Airports

DATE: December 11, 2024

SOLICITATION NAME: Grounds Maintenance at Palm Beach International Airport (PBIA), Belvedere Road and Australian Blvd Median, and Lantana Airport, Term Contract

PROJECT No.

TYPE OF SOLICITATION: IFB CATEGORY: GOODS & OTHER SERVICES

COMMODITY AVAILABILITY										WEIGHT
COMMODITY	SBE	WBE	M/WBE	AABE	NABE	HABE	ABE	Total S/M/WBE	NON-SMWBE	
98836	0.04918	0.00820	0.05738	0.01639	0.00000	0.03279	0.00000	0.10656	0.89344	1.000
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
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
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
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
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
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
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
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
TOTAL	0.04918	0.00820	0.05738	0.01639	0.00000	0.03279	0.00000	0.10656	0.89344	
X 1	4.92%	0.82%	5.74%	1.64%	0.00%	3.28%	0.00%	10.66%	89.34%	

YTD UTILIZATION:

SBE	MBE	WBE	AABE	NABE	HABE	ABE

GOAL SETTING
Project Summary Worksheet
Availability Adjustment/Weighting

ORIGINATING DEPARTMENT: Airports

DATE: December 11, 2024

SOLICITATION NAME: Grounds Maintenance at Palm Beach International Airport (PBIA), Belvedere Road and Australian Blvd Median, and Lantana Airport, Term Contract

PROJECT No. _____

TYPE OF SOLICITATION: IFB

CATEGORY: GOODS & OTHER SERVICES

AVAILABLE APIs:

SBE Price Preference

DEPARTMENT RECOMMENDED API:

SBE Price Preference

Charles Hysell

DEPARTMENT REPRESENTATIVE NAME

December 11th, 2024

DEPARTMENT REPRESENTATIVE SIGNATURE

12/11/24

OEBO RECOMMENDED API:

SBE Price Preference

Terry Newton

OEBO REVIEWER NAME

12/11/2024

OEBO REVIEWER SIGNATURE

12/11/24

GOAL SETTING COMMITTEE DETERMINATION

Ordinance Reference: _____

GOAL SETTING COMMITTEE CHAIRPERSON NAME

GSC DATE: _____

GOAL SETTING COMMITTEE CHAIRPERSON SIGNATURE