



## SOLICITATION SIGNATURE PAGE

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

Presented at GSC Meeting: 1/07/26

Department/Division Engineering and Public Works

Project Name/Number Small Concrete Continuing Services Construction Contract/2026059

Contract Manager Holly Knight, P.E., Contracts Manager

Phone/ E-mail 561-684-4150

Estimated Date of Advertising Winter 2026 Estimated Dollar Value of Project \$3,000,000.

Type of Solicitation IFB - Construction Bid

### DEPARTMENT/DIVISION/OFFICE

### SIGNATURE AND DATE

Originating Department/Division

Kath O. Ince 10/28/25

Department/Division Director

[Signature]

OEBO

Tony Nantz 12/1/2025

Goal Setting Committee Chairperson

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## Solicitation Review and API Recommendation

Department/Division Engineering and Public Works  
Project Name/Number Small Concrete Continuing Services Construction Contract/2026059  
Contract Manager Holly Knight, P.E., Contracts Manager  
Phone/e-Mail 561-684-4150  
Estimated Date of Advertising Winter 2026 Estimated Dollar Value of Project \$3,000,000.  
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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 SBE 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 SBE firms.



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

- ☐ The following opportunities have been combined to increase the competition among SBE firms:

- ☒ The selection criteria will not unnecessarily restrict competition or adversely impact the ability for SBE 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 SBEs or prepare Waiver.
- ☒ Complete Goal Setting form with backup documentation.
- ☐ The originating department has determined there are no SBE subcontracting opportunities and have included documentation associated with the **No API** recommendation on the Goal Setting Worksheet.
- ☒ Forward to the OSBD for review.
- ☐ If the OSBO agrees, submit to the Purchasing or Originating Department.
- ☐ If the OSBO 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

\*Rev. 6.5.2025 pursuant to Emergency Ordinance 2025-014, approved on June 3, 2025

ORIGINATING DEPARTMENT: Engineering and Public Works

DATE: October 28, 2025

SOLICITATION NAME: Small Concrete Continuing Services Construction Contract

PROJECT No. 2026059

TYPE OF SOLICITATION: IFB

CATEGORY: CONSTRUCTION

SCOPE OF PROJECT:

Eighteen (18) month contract (w/possible extension to 36 months max.). Small concrete pathway installation and repair as needed throughout the County on a Work Order basis.

COMMODITY CODE	PRIMARY DISCIPLINE/TRADE DESCRIPTION	ESTIMATED COST	PERCENTAGE OF PROJECT COST
91319	Construction, Curb and Gutter (Includes Maintenance, Repair,	\$ 300,000.00	10.00%
91347	Construction, Sidewalk and Driveway (Includes Pedestrian and	\$ 600,000.00	20.00%
91382	Maintenance and Repair, Sidewalk and Driveway (Including Rem	\$ 2,100,000.00	70.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
		\$3,000,000.00	100.00%

### AVAILABILITY

COMMODITY	SBE	RACE/ETHNICITY						Total- S/M/WBE	NON-SBE	TOTAL FIRM	PERCENT OF WORK
		WBE	M/WBE	AABE	NABE	HABE	ABE				
91319	13								71	84	10.00%
91347	15								87	102	20.00%
91382	17								40	57	70.00%
0									0		0.00%
0									0		0.00%
0									0		0.00%
0									0		0.00%
0									0		0.00%
0									0		0.00%
0									0		0.00%
0									0		0.00%
0									0		0.00%
0									0		0.00%
Total	45								198	243	100.00%

### COMMODITY AVAILABILITY

COMMODITY	SBE	RACE/ETHNICITY						Total- S/M/WBE	NON-SMWBE	WEIGHT
		WBE	M/WBE	AABE	NABE	HABE	ABE			
91319	0.01548								0.08452	0.100
91347	0.02941								0.17059	0.200
91382	0.20877								0.49123	0.700
0	0.00000								0.00000	0.000
0	0.00000								0.00000	0.000
0	0.00000								0.00000	0.000
0	0.00000								0.00000	0.000
0	0.00000								0.00000	0.000
0	0.00000								0.00000	0.000
0	0.00000								0.00000	0.000
0	0.00000								0.00000	0.000
0	0.00000								0.00000	0.000
0	0.00000								0.00000	0.000
0	0.00000								0.00000	0.000
TOTAL	0.25366								0.74634	
X 1	25.37%								74.63%	

YTD UTILIZATION:

SBE	MBE	WBE	AABE	NABE	HABE	ABE



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

\*Rev. 6.5.2025 pursuant to Emergency Ordinance 2025-014, approved on June 3, 2025

ORIGINATING DEPARTMENT:      Engineering and Public Works

DATE: October 28, 2025

SOLICITATION NAME:      Small Concrete Continuing Services Construction Contract

PROJECT No.      2026059

TYPE OF SOLICITATION:      IFB

CATEGORY:      CONSTRUCTION

**AVAILABLE APIS:**

SBE Subcontracting (Minimum of 20%)

**DEPARTMENT RECOMMENDED API:**

SBE Subcontracting (Minimum of 20%)

Holly B. Knight, P.E.

DEPARTMENT REPRESENTATIVE NAME

DEPARTMENT REPRESENTATIVE SIGNATURE

**OEBO RECOMMENDED API:**

SBE Subcontracting (Min. of 20%)

Terry Newton

OEBO REVIEWER NAME

OEBO REVIEWER SIGNATURE

GOAL SETTING COMMITTEE DETERMINATION

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

GOAL SETTING COMMITTEE CHAIRPERSON NAME

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

GOAL SETTING COMMITTEE CHAIRPERSON SIGNATURE