



## SOLICITATION SIGNATURE PAGE

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

Presented at GSC Meeting:

12/3/25

Department/Division Fire Rescue / Finance-Purchasing  
Overhead Doors, Maintenance and Repair Services, Term Contract

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

Contract Manager Laura Cates / Meghan Parnell

Phone/ E-mail LSCates@pbc.gov

Estimated Date of Advertising \_\_\_\_\_ Estimated Dollar Value of Project \$300,000.

Type of Solicitation IFB

### DEPARTMENT/DIVISION/OFFICE

### SIGNATURE AND DATE

Originating Department/Division

WHS 10/28/25 M. Hall 10/29/25

Department/Division Director

Raven Magiemi 10/29/25

OEBO

DeDeigh 11/18/25

Goal Setting Committee Chairperson

\_\_\_\_\_

### Project Summary Worksheet

#### Availability Adjustment/Weighting

ORIGINATING DEPARTMENT: Fire Rescue

DATE: October 28, 2025

**SOLICITATION NAME:** Overhead Doors, Maintenance & Repair Services, Term Contract

PROJECT No.

TYPE OF SOLICITATION: IFB

CATEGORY: GOODS & OTHER SERVICES

**SCOPE OF PROJECT:**

COMMODITY CODE	PRIMARY DISCIPLINE/TRADE DESCRIPTION	ESTIMATED COST	PERCENTAGE OF PROJECT COST
91055	Overhead Door Installation, Maintenance, and Repair	\$ 300,000.00	100.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
AMOUNT		\$300,000.00	100.00%

				RACE/ETHNICITY					TOTAL FIRM	PERCENT OF WORK	
COMMODITY	SBE	WBE	M/WBE	AABE	NABE	HABE	ABE	Total S/M/WBE	NON-SBE		
91055	2								27	29	100.00%
0	0								0		0.00%
0	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%
0									0		0.00%
0									0		0.00%
0									0		0.00%
Total	2								27	29	100.00%



# 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: Fire Rescue

DATE: October 28, 2025

SOLICITATION NAME: Overhead Doors, Maintenance & Repair Services, 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	
91055	0.06897								0.93103	1.000
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
0	0.00000								0.00000	0.000
0	0.00000								0.00000	0.000
0	0.00000								0.00000	0.000
TOTAL	0.06897								0.93103	
X 1	6.90%								93.10%	

YTD UTILIZATION:

SBE	WBE	M/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: Fire Rescue

DATE: October 28, 2025

SOLICITATION NAME: Overhead Doors, Maintenance & Repair Services, Term Contract

PROJECT No.

TYPE OF SOLICITATION: IFB

CATEGORY: GOODS & OTHER SERVICES

**AVAILABLE APIS:**

SBE Price Preference

**DEPARTMENT RECOMMENDED API:**

SBE Price Preference

Laura Cates

DEPARTMENT REPRESENTATIVE NAME

10/28/25

DEPARTMENT REPRESENTATIVE SIGNATURE

10/28/25

**OEBO RECOMMENDED API:**

SBE Price Preference

Deirdre D. Kyle

OEBO REVIEWER NAME

OEBO REVIEWER SIGNATURE

11/18/25

GOAL SETTING COMMITTEE DETERMINATION

Ordinance Reference:

GOAL SETTING COMMITTEE CHAIRPERSON NAME

GSC DATE:

GOAL SETTING COMMITTEE CHAIRPERSON SIGNATURE





**Solicitation Review and API Recommendation**

Department/Division Fire Rescue / Finance-Purchasing  
Project Name/Number Overhead Doors, Maintenance & Repair Services, Term Contract  
Contract Manager Laura Cates / Meghan Parnell  
Phone/e-Mail LSCates@pbc.gov  
Estimated Date of Advertising \_\_\_\_\_ Estimated Dollar Value of Project \$300,000.  
Type of Solicitation IFB

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 on which API will create maximum opportunity for SBE firms 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 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.