

SOLICITATION SIGNATURE PAGE

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

Presented at GSC Meeting: 10/15/2025

Engineering & Public Department/Division	Works / Roadway Production
Traffic Signal Timin Services Contract (g and Operations Professional Continuing Project #2025057)
Project Name/Number	
Holly B. Knight, P.E. Contract Manager	
561-684-4150 / hknight@ Phone/ E-mail	
Fall 2025 Estimated Date of Advertising	\$1,750,000 Estimated Dollar Value of Project
RFP - CCNA Profession	onal Services Selection
DEPARTMENT/DIVISION/OFFICE	SIGNATURE AND DATE
Originating Department/Division	Kart O. Leee 9/29/25
Department/Division Director	Aux you 9/29/25
OEBO	Ingela 10/9/2025
Goal Setting Committee Chairperson	



Solicitation Review and API Recommendation

Departm	ent/Division Engineering and Public Works								
Project N	Project Name/Number Traffic Signal Timing and Operations Professional Continuing Services Contract (Project #2025057)								
Contract	Manager Holly B. Knight, P.E.								
Phone/e-	Phone/e-Mail 561-684-4150 / hknight@pbc.gov								
Estimate	Estimated Date of Advertising Fall 2025 Estimated Dollar Value of Project \$1,750,000								
Type of Solicitation RFP - CCNA Professional Services Selection									
The follo	wing steps have been taken in the review of the scope of services and terms:								
EARLY/FO	ORMAL 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.								
S	special contract requirements are included due to the following:								
	This solicitation has been reviewed to identify opportunities for De-Bundling or Aggregating to ncrease competition among SBE firms.								
14/	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:
V	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.
V	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: September 25, 2025

Traffic Signal Timing and Operations Professional Continuing Services Contract

SOLICITATION NAME: on a Consultant Service Authorization (CSA) Basis PROJECT No. 2025057

TYPE OF SOLICITATION: RFP CATEGORY: CCNA-PROF. SVCS

SCOPE OF PROJECT:

Project scope personnel to work in house at Palm Beach County (County) offices in support of Traffic Signal Timing and Operations. Personnel shall have at least two (2) years of experience with signal timing, have IMSA II certification, and meet the FDOT Standard Job Classes requirements of an Engineering I and/or Engineer 2. Personnel shall be available on a part-time basis up to a full-time basis as specified in the CSA(s).

COMMODITY			PERCENTAGE OF
CODE	PRIMARY DISCIPLINE/TRADE DESCRIPTION	ESTIMATED COST	PROJECT COST
92593	Traffic and Transportation Engineering	\$ 1,750,000.00	100.00%
			0.00%
			0.00%
			0.00%
			0.00%
TV			0.00%
			0.00%
			0.00%
			0.00%
		THE LAND	0.00%
			0.00%
		\$1,750,000.00	100.00%

AVAIL	ABIL	.ITY
-------	------	------

				RACE/ETHNICITY				TOTAL FIRM	PERCENT OF WORK		
								Total			
COMMODITY	SBE	WBE	M/WBE	AABE	NABE	HABE	ABE	S/M/WBE	NON-SBE		
92593	15								31.	46	100.00%
0									0		0.00%
0									0		0.00%
0									0		0.00%
0	5 2 2								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	15	888888888						888888888	31	46	100.00%

COMMODITY	AVAILABIL	ITY								WEIGHT
								Total	NON-	
COMMODITY	SBE	WBE	M/WBE	AABE	NABE	HABE	ABE	S/M/WBE	SMWBE	
92593	0.32609	********	******		*******	*******	******		0.67391	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
TOTAL	0.32609								0.67391	
X 1	32.61%								67.39%	

GOAL SETTING*

Project Summary Worksheet Availability Adjustment/Weighting

Traffic Signal Timing and Operations Professional Continuing Services Contract on a Corrulation Service Authorization (CSA) Busts PROJECT No. 2025957 TYPE OF SOLICITATION: SPE	ORIGINATING DEPARTMENT	NT: Engineering and Public Works		DAT	E: September 25, 2025
ANAILABLE APIS: SBE MOS WORE AASE NASE ASE ANAILABLE APIS: SBE Price Prefernce DEPARTMENT RECOMMENDED API: SBE Price Prefernce Holly B. Knight, P.E. DEPARTMENT BEPRESENTATIVE NAME DEPARTMENT BEPRESENTATIVE SONATURE OEBO RECOMMENDED API: SBE Price Preference Angels Smith 10/9/2025 OEBO REVIEWER NAME GOAL SETTING COMMITTEE DETERMINATION Ordinance Reference: GSC DATE:	SOLICITATION NAME:		s Contract	PROJECT No.	2025057
SBE Price Prefernce DEPARTMENT RECOMMENDED API: SBE Price Prefernce DEPARTMENT REPRESENTATIVE NAME DEPARTMENT REPRESENTATIVE SENATURE OEBO RECOMMENDED API: SBE Price Preference Angela Smith 10/9/2025 OEBO REVIEWER NAME GOAL SETTING COMMITTEE DETERMINATION Ordinance Reference: GSC DATE:	YTD UTILIZATION:	MRE WEE AARE NARE HARE ARE	CATEGORY:	CCNA-PROF. SVCS	
DEPARTMENT RECOMMENDED API: SBE Price Preference Holly B. Knight, P.E. DEPARTMENT REPRESENTATIVE NAME DEPARTMENT REPRESENTATIVE VENATURE OEBO RECOMMENDED API: SBE Price Preference Angela Smith 10/9/2025 OEBO REVIEWER NAME GOAL SETTING COMMITTEE DETERMINATION Ordinance Reference: GOAL SETTING COMMITTEE DETERMINATION Ordinance Reference: GSC DATE:					
Holly B. Knight, P.E. DEPARTMENT REPRESENTATIVE NAME DEPARTMENT REPRESENTATIVE NAME OEBO RECOMMENDED API: SBE Price Preference Angela Smith 10/9/2025 OEBO REVIEWER NAME 10/9/2025 OEBO REVIEWER SIGNATURE GOAL SETTING COMMITTEE DETERMINATION Ordinance Reference: GSC DATE:					
Holly B. Knight, P.E. DEPARTMENT REPRESENTATIVE NAME DEPARTMENT REPRESENTATIVE SIGNATURE OEBO RECOMMENDED API: SBE Price Preference Angela Smith 10/9/2025 OEBO REVIEWER NAME JOHN COMMITTEE DETERMINATION Ordinance Reference: GSC DATE:		NDED API:			
DEPARTMENT REPRESENTATIVE MAME DEPARTMENT REPRESENTATIVE MONATURE OEBO RECOMMENDED API: SBE Price Preference Angela Smith 10/9/2025 OEBO REVIEWER NAME 10/9/2025 OEBO REVIEWER SIGNATURE GOAL SETTING COMMITTEE DETERMINATION Ordinance Reference: GSC DATE:	SBE Price Prefernce				
DEPARTMENT REPRESENTATIVE SIGNATURE DEPARTMENT REPRESENTATIVE SIGNATURE OEBO RECOMMENDED API: SBE Price Preference Angela Smith 10/9/2025 OEBO REVIEWER NAME 10/9/2025 OEBO REVIEWER SIGNATURE GOAL SETTING COMMITTEE DETERMINATION Ordinance Reference: GSC DATE:					
OEBO RECOMMENDED API: SBE Price Preference Angela Smith 10/9/2025 OEBO REVIEWER NAME 10/9/2025 OEBO REVIEWER SIGNATURE GOAL SETTING COMMITTEE DETERMINATION Ordinance Reference: GSC DATE:	DEPARTMENT REPRESENT	hall			
Angela Smith OEBO REVIEWER NAME OEBO REVIEWER SIGNATURE GOAL SETTING COMMITTEE DETERMINATION Ordinance Reference: GSC DATE:	DEFARMENT REPRESENT	TIVE OVATORE			
Angela Smith 10/9/2025 OEBO REVIEWER NAME 10/9/2025 OEBO REVIEWER SIGNATURE GOAL SETTING COMMITTEE DETERMINATION Ordinance Reference: GSC DATE:	OEBO RECOMMENDED AP	n:			
OEBO REVIEWER SIGNATURE 10/9/2025 GSC DATE:	SBE Price Preference				
OEBO REVIEWER SIGNATURE GOAL SETTING COMMITTEE DETERMINATION Ordinance Reference: GSC DATE:	Angela Smith			10/9/20	25
GOAL SETTING COMMITTEE DETERMINATION Ordinance Reference: GSC DATE:				10/9/20	25
GSC DATE:	OEBO REVIEWER SIGNATU	KE			
	GOAL SETTING COMMITTE	E DETERMINATION Ordinance Reference:			
					=
	GOAL SETTING COMMITTE	E CHAIRPERSON NAME		GSC DATE:	

GOAL SETTING COMMITTEE CHAIRPERSON SIGNATURE