



SOLICITATION SIGNATURE PAGE

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

Presented at GSC Meeting:

Department/Division Engineering and Public Works

2026055 Landscaping Continuing Services Construction Contract

Project Name/Number _____

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

Phone/ E-mail 561-684-4150

Estimated Date of Advertising Winter 2025 Estimated Dollar Value of Project \$1,500,000

Type of Solicitation IFB - Construction Bid

DEPARTMENT/DIVISION/OFFICE

SIGNATURE AND DATE

Originating Department/Division  8/28/25

Department/Division Director  8/28/25

OEBO  9.10.25

Goal Setting Committee Chairperson _____



Solicitation Review and API Recommendation

Department/Division Engineering and Public Works
Project Name/Number 2026055 Landscaping Continuing Services Construction Contract
Contract Manager Holly Knight, P.E., Contracts Manager
Phone/e-Mail 561-684-4150
Estimated Date of Advertising Winter 2025 Estimated Dollar Value of Project \$1,500,000
Type of Solicitation IFB - Construction 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 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.

GOAL SETTING*
Project Summary Worksheet
 Availability Adjustment/Weighting

ORIGINATING DEPARTMENT: Engineering and Public Works

DATE: August 8, 2025

SOLICITATION NAME: Landscaping Continuing Services Construction Contract

PROJECT No. 2026055

TYPE OF SOLICITATION: IFB

CATEGORY: CONSTRUCTION

SCOPE OF PROJECT:

Landscaping and irrigation installation/maintenance/repairs on a task order/as needed basis throughout the County. Three year contract term.

COMMODITY CODE	PRIMARY DISCIPLINE/TRADE DESCRIPTION	ESTIMATED COST	PERCENTAGE OF PROJECT COST
9121915	Clearing, Land, Tree and Shrub	\$ 150,000.00	10.00%
91227	Construction, Irrigation System	\$ 300,000.00	20.00%
96875	Streetscaping Services	\$ 750,000.00	50.00%
98852	Landscaping (Including Design, Fertilizing, Planting, etc.,	\$ 300,000.00	20.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
		\$1,500,000.00	100.00%

AVAILABILITY

COMMODITY	SBE	WBE	M/WBE	RACE/ETHNICITY				Total S/M/WBE	NON-SBE	TOTAL FIRM	PERCENT OF WORK
				AABE	NABE	HABE	ABE				
9121915	4								20	24	10.00%
91227	1								46	47	20.00%
96875	1								17	18	50.00%
98852	8								148	156	20.00%
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	14								231	245	100.00%

COMMODITY AVAILABILITY

COMMODITY	SBE	WBE	M/WBE	AABE	NABE	HABE	ABE	Total S/M/WBE	NON-SMWBE	WEIGHT	
9121915	0.01667								0.08333		0.100
91227	0.00426								0.19574		0.200
96875	0.02778								0.47222		0.500
98852	0.01026								0.18974		0.200
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	0.05896								0.94104		
X 1	5.90%								94.10%		

GOAL SETTING*
Project Summary Worksheet
Availability Adjustment/Weighting

ORIGINATING DEPARTMENT: Engineering and Public Works

DATE: August 8, 2025

SOLICITATION NAME: Landscaping Continuing Services Construction Contract

PROJECT No. 2026055

TYPE OF SOLICITATION: IFB

CATEGORY: CONSTRUCTION

YTD UTILIZATION:

SBE	MBE	WBE	AABE	NABE	HABE	ABE

AVAILABLE APIs:

SBE Subcontracting (5%)

DEPARTMENT RECOMMENDED API:

SBE Subcontracting (5%)

Holly B. Knight, P.E.

DEPARTMENT REPRESENTATIVE NAME

DEPARTMENT REPRESENTATIVE SIGNATURE

OEBO RECOMMENDED API:

SBE Subcontracting 5%

Angela Smith

OEBO REVIEWER NAME

OEBO REVIEWER SIGNATURE

9.10.25

GOAL SETTING COMMITTEE DETERMINATION

Ordinance Reference: _____

GOAL SETTING COMMITTEE CHAIRPERSON NAME

GSC DATE: _____

GOAL SETTING COMMITTEE CHAIRPERSON SIGNATURE