



SOLICITATION SIGNATURE PAGE

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

Presented at GSC Meeting: 04/16/25

Department/Division Department of Airports, Maintenance

Project Name/Number 25-046/NV Generator/Diesel Pump Maintenance/Inspection/Rental/Repair

Contract Manager Megan Davis

Phone/ E-mail 561-471-7438 / mdavis@pbia.org

Estimated Date of Advertising _____ Estimated Dollar Value of Project \$300,000.00

Type of Solicitation IFB

DEPARTMENT/DIVISION/OFFICE

SIGNATURE AND DATE

Originating Department/Division

 4/9/25

Department/Division Director

 4-2-2025

OEBO

 4/9/25

Goal Setting Committee Chairperson

Solicitation Review and API Recommendation

Department/Division Department of Airports
 Project Name/Number 25-046/NV
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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 S/M/WBE firms to respond.
- ☒ Special contract requirements are included due to the following:

16. CRIMINAL HISTORY RECORDS CHECK (Palm Beach International Airport)

All individuals working at the Palm Beach International Airport ("PBIA") must pass a Criminal History Records Check ("CHRC"). Each individual requesting unescorted access authority onto the PBIA Security Identification Display Area ("SIDA"), Sterile Area and the Air Operations Area ("AOA"), will be required to submit to a finger-print based CHRC that does not disclose that the individual has a disqualifying criminal offense as defined in 49 CFR 1542.209. When determining if an individual will be granted unescorted access, the Department of Airports' Security Office ("Airport Security Office") will apply the regulations set forth in 49 CFR 1542 and any directives, policies or procedures established by the Transportation Security Administration thereunder. Fingerprinting will be conducted electronically by the Airport Security Office and submitted to the FBI after being reviewed by the designated clearinghouse.

The successful bidder shall be responsible for payment of all applicable fees related to the CHRC, including, but not limited to, fingerprinting and badge fees. All badges must be returned to the Airport Security Office upon termination of services or removal of any employees due to a security violation. The Transportation Security Administration will take legal enforcement against persons (employees/employer) making any fraudulent or intentionally false statement or entry on any security program, record, application, report, access, or identification media, or any other document that is kept, made or used to show compliance with the CHRC requirements. The term "persons" includes an individual, firm, partnership, corporation, company, association, joint-stock association, or governmental entity. The County reserves the right to suspend any contractor, subject to the requirements of the Ordinance, that: 1) is not in compliance with the requirements of County Code Section 2-371 through 2-377, as amended; OR 2) does not immediately contact the County regarding a badged contractor employee or Subcontractor employee that has been terminated.

- ☒ 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.

Project Summary Worksheet

Availability Adjustment/Weighting

DATE: March 28, 2025

PROJECT No. 25-0046/NV

CATEGORY: **GOODS & OTHER SERVICES**

Contractor shall perform scheduled maintenance on generators and diesel pump motors, regularly and systematically. Services shall be performed per manufacturer's recommendations and shall include maintenance, inspections, adjustments and/or replacement of worn or defective generator associated devices. Contract shall include optional rental of generators in the event of existing generator failure or inability to maintain power for a location requiring a generator.

COMMODITY CODE	PRIMARY DISCIPLINE/TRADE DESCRIPTION	ESTIMATED COST	PERCENTAGE OF PROJECT COST
93639	Generators, Portable and Stationary, Including Parts and Acc	\$ 232,720.00	77.57%
98143	Generator Rental or Lease	\$ 50,000.00	16.67%
93633	Fire Protection Equipment and Systems Including Fire Hydrant	\$ 17,280.00	5.76%
			0.00%
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			0.00%
			0.00%
			0.00%
		\$300,000.00	100.00%

AVAILABILITY

[illegible]

Project Summary Worksheet

Availability Adjustment/Weighting

DATE: March 28, 2025

SOLICITATION NAME: Generator/Diesel Pump Maintenance/Inspection/Rental/Repair

PROJECT No. 25-0046/NV

TYPE OF SOLICITATION: IFB

CATEGORY: **GOODS & OTHER SERVICES**

[illegible]

YTD UTILIZATION:

SBE	MBE	WBE	AABE	NABE	HABE	ABE

GOAL SETTING
Project Summary Worksheet
Availability Adjustment/Weighting

ORIGINATING DEPARTMENT: Department of Airports

DATE: March 28, 2025

SOLICITATION NAME: Generator/Diesel Pump Maintenance/Inspection/Rental/Repair

PROJECT No. 25-0046/NV

TYPE OF SOLICITATION: IFB

CATEGORY: GOODS & OTHER SERVICES

AVAILABLE APIs:

SBE Price Preference

DEPARTMENT RECOMMENDED API:

SBE Price Preference

Megan Davis

4/9/2025

DEPARTMENT REPRESENTATIVE NAME



4/9/2025

DEPARTMENT REPRESENTATIVE SIGNATURE

OEBO RECOMMENDED API:

SBE Price Preference

Terry Newton

4/9/2025

OEBO REVIEWER NAME



4/9/2025

OEBO REVIEWER SIGNATURE

GOAL SETTING COMMITTEE DETERMINATION

Ordinance Reference: _____

GOAL SETTING COMMITTEE CHAIRPERSON NAME

GSC DATE: _____

GOAL SETTING COMMITTEE CHAIRPERSON SIGNATURE