

# SOLICITATION SIGNATURE PAGE

(Please attach to Goal Setting Worksheet and API Recommendation Form) Presented at GSC Meeting:

Facilities Developmen	nt and Operations/FMD	
Grounds Maintenane	ce, North and West Region, Term Contract	
Amanda Ray Contract Manager		
561-233-2014 / alray@pbc Phone/ E-mail	cgov.org	
TBD	Estimated Dollar Value of Project	
IFB Type of Solicitation		
DEPARTMENT/DIVISION/OFFICE	SIGNATURE AND DATE	
Originating Department/Division	M 4/22/24	
Department/Division Director	MB Domi 1. ayal Cellos	4/24/24
OEBO	DeDige	
Goal Setting Committee Chairperson		

### **GOAL SETTING**

#### Project Summary Worksheet Availability Adjustment/Weighting

ORIGINATING DEPARTME	NT: FACILITIES DEVELOPMENT AND OPERATIONS		DATE: Ap	ril 18, 2024
SOLICITATION NAME:	GROUNDS MAINTENANCE, NORTH AND WEST REGION, TERM COM	NTRACT	PROJECT No.	
TYPE OF SOLICITATION:	IFB	CATEGORY:	GOODS & OTHER SERVICES	
SCOPE OF PROJECT:				

CMA 20025C, Grounds Maintenance for North Region Locations, was renewed on 4/1/2023 and expires on 6/30/24 (includes a three-month extension approved by the Purchasing Director). RG Landscaping Inc. is the incumbent and has requested not to renew the contract. CMA 555486D, Grounds Maintenance for West Region Locations, was renewed on 4/12/2023 and expires on 7/11/24 (includes a three-month extension approved by the Purchasing Director). There are no remaining renewals left on this contract. FDO has created a new solution that will include services for both North and West Region locations. The new solicitation will be advertised Lot-by-Lot to allow a more competitive bid process. Services will be bid as a fixed fee and an hourly rate for additional landscape tasks. FDO's estimated annual usage amount for the new solicitation is approximately \$465,000; \$2,325,000 for the full five years if all four (4) renewals are exercised.

COMMODITY		ESTIMATED	PERCENTAGE OF
CODE	PRIMARY DISCIPLINE/TRADE DESCRIPTION	COST	PROJECT COST
98836	Grounds Maintenance: Mowing, Edging, Plant (Not Tree) Trimmi	\$2,325,000	100.00%
3-107			0.00%
			0.00%
			0.00%
ST 1			0.00%
10.00			0.00%
S. C. B. CCM			0.00%
			0.00%
			0.00%
			0.00%
		\$2,325,000.00	100.00%

					RACE/ET	HNICITY				TOTAL FIRM	PERCENT OF WORK
COMMODITY	SBE	WBE	M/WBE	AABE	NABE	HABE	ABE	Total S/M/WBE	NON- S/M/WBE		
98836	7	3	8	3		2	S. S. D.	15	101	116	100.00%
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Total	7	3	8	3	0	2	0	15	101	116	100.00%

COMMODITY /	AVAILABIL	TΥ									WEIGHT
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COMMODITY	SBE	WBE	M/WBE	AABE	NABE	HABE	ABE	S/M/WBE	SMWBE	1.10	
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0	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000		0.00
TOTAL	0.06034	0.02586	0.06897	0.02586	0.00000	0.01724	0.00000	0.12931	0.87069		
X1	6.03%	2.59%	6.90%	2.59%	0.00%	1.72%	0.00%	12.93%	87.07%		

YTD UTILIZATION:

AVAILABILITY

# **GOAL SETTING**

## Project Summary Worksheet Availability Adjustment/Weighting

ORIGINATING DEPARTMEN	IT: FACILITIES DEVELOPMENT AND	OPERATIONS	DATE: /	April 18, 2024
SOLICITATION NAME:	GROUNDS MAINTENANCE, NORTH AND WE	ST REGION, TERM CONTRACT	PROJECT No.	
TYPE OF SOLICITATION:	IFB	CATEGORY:	GOODS & OTHER SERVICES	
AVAILABLE APIs:				
SBE Price Preference				
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DEPARTMENT RECOMMEN	NDED API:		21日 - 注意。	
SBE Price Preference				1.25.16 [12]
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DEPARTMENT REPRESENT			4-22	2 - 28
DEPARTMENT REPRESENT	ATIVE SIGNATURE		× ·	ay
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OEBO RECOMMENDED AP				
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OEBO REVIEWER NAME				
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OEBO ŘEVIEWER SIGNATU	RE			
GOAL SETTING COMMITTE	E DETERMINATION	Ordinance Reference:		
			GSC DATE:	
GOAL SETTING COMMITTE	E CHAIRPERSON NAME		GSC DATE:	
GOAL SETTING COMMITTE	E CHAIRPERSON SIGNATURE		-	



# **Solicitation Review and API Recommendation**

Department/Division Facilities Developm	ent & Operations
Project Name/Number Grounds Maintenance	e, North and West Region, Term Contract
Contract Manager Amanda L. Ray	
Phone/e-Mail 561-233-2014/ alray@pbcgov	v.org
Estimated Date of Advertising TBD	Estimated Dollar Value of Project \$2,325,000 (465k/year)

The following steps have been taken in the review of the scope of services and terms:

#### EARLY/FORMAL REVIEW\*

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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:

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:

Grounds maintenance contracts are set up into separate contracts/regions to allow vendors to bid on locations that they wish to service. This solicitation will include both North and West region; however, they will be solicited Lot-by-Lot to allow vendors to bid on one or both Lots depending on their capability.

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:

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The project will be advertised for a minimum of 30 days unless where practical or for a longer period if required by state law.

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Researched relative availability for the particular good or service at the prime and subcontractor levels.

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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.

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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.