# PALM BEACH COUNTY OF BOOK OFFER OF FOUR UNINEST OF PALM BEACH COUNTY SMALL BUSINESS IS BIG BUSINESS

## **SOLICITATION SIGNATURE PAGE**

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

Presented at GSC Meeting: 06/05/2024

Palm Tran Department/Division		
Bus Stop Maintenance  Project Name/Number	e Services	
Pameka McNeal Contract Manager		
561-276-1257/ Pmcneal@p	-	
Estimated Date of Advertising 5/20/2024	\$1,150 Estimated Dollar Value of Project ————————————————————————————————————	,000.00∕ 5years
Request for Proposal  Type of Solicitation		
DEPARTMENT/DIVISION/OFFICE	SIGNATURE AND D	ATE
Originating Department/Division	Pameka McNeal	5/6/24
Department/Division Director		5/6/24
ОЕВО	Try Neuto	05/14/24
Goal Setting Committee Chairperson		



## **Solicitation Review and API Recommendation**

Department/Division Palm Tran
Project Name/Number Bus Stop Maintenance Services
Contract Manager Pameka McNeal
Phone/e-Mail 561-276-1257 pmcneal@pbcgov.org
Estimated Date of Advertising 5/20/2024 Estimated Dollar Value of Project \$1,150,000.00
Type of Solicitation Request for Proposal
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:
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:

<b>~</b>	The following opportunities have been combined to increase the competition among S/M/WBE firms:
<b>V</b>	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:
<b>✓</b>	The project will be advertised for a minimum of 30 days unless where practical or for a longer period if required by state law.
<b>'</b>	Researched relative availability for the particular good or service at the prime and subcontractor levels.
<b>/</b>	Consult with department management which API will create maximum opportunity for S/M/WBEs or prepare Waiver.
1	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 <b>No API</b> recommendation on the Goal Setting Worksheet.
<b>'</b>	Forward to the OEBO for review.
<b>✓</b>	If the OEBO agrees, submit to the Purchasing or Originating Department.
<u></u>	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:	Palm Tran	DATE: May 2, 2024	

PROJECT No.

SOLICITATION NAME: **Bus Stop Maintenance Services** 

TYPE OF SOLICITATION: RFP CATEGORY: GOODS & OTHER SERVICES

SCOPE OF PROJECT:

Palm Beach County/Palm Tran is seeking proposals from qualified contractors to provide Bus Stop Maintenance Services as specified herein. It is the intent of the County to enter into a contract with a qualified firm to maintain bus stops on an as-needed basis to ensure the Palm Tran bus stops are attractive, clean, and safe. Palm Tran has existing maintenance contracts for approximately 40% of its bus stops that have an advertising bus shelter and/or an advertising bus bench. These locations will not be included in the scope of this RFP. The contract term will be (1) one year with (4) four renewal options and estimated cost of \$230,000.00 yearly.

COMMODITY		ESTIMATED	PERCENTAGE OF
CODE	PRIMARY DISCIPLINE/TRADE DESCRIPTION	COST	PROJECT COST
91039	Janitorial/Custodial Services	\$ 720,000.00	62.61%
96221	Cleaning Services, Steam and Pressure	\$ 180,000.00	15.65%
96246	Installation and Removal Services (Not Otherwise Classified)	\$ 120,000.00	10.43%
98872	Pest Control (Other Than Buildings) (Includes Spraying of Tr	\$ 15,000.00	1.30%
98836	Grounds Maintenance: Mowing, Edging, Plant (Not Tree) Trimmi	\$ 75,000.00	6.52%
96844	Graffiti Removal Services	\$ 40,000.00	3.48%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
		\$1,150,000.00	100.00%

#### **AVAILABILITY**

				RACE/ETHNICITY					TOTAL FIRM	PERCENT OF WORK	
COMMODITY	CD.F	14/05		4485			4.5.5	Total S/M/WBE	NON- S/M/WBE		
COMMODITY	SBE	WBE	M/WBE	AABE	NABE	HABE	ABE				
91039	2	0	33	24	0	9	0	35	137	172	62.61%
96221	5	1	21	17	0	2	1	26	110	136	15.65%
96246	0	2	3	0	0	1	0	3	14	17	10.43%
98872	2	0	3	1	0	2	0	5	44	49	1.30%
98836	7	1	8	3	0	4	0	15	101	116	6.52%
96844	0	0	2	2	0	0	0	2	21	23	3.48%
0	0	0	0	0	0	0	0	0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
0			0					0	0		0.00%
Total	16	4	70	47	0	18	1	86	427	513	100.00%

## **GOAL SETTING**

## Project Summary Worksheet Availability Adjustment/Weighting

ORIGINATING DEPARTMENT: Palm Tran DATE: May 2, 2024

SOLICITATION NAME: Bus Stop Maintenance Services PROJECT No.

TYPE OF SOLICITATION: RFP CATEGORY: GOODS & OTHER SERVICES

COMMODITY AVAILABILITY											WEIGHT
								Total	NON-		
COMMODITY	SBE	WBE	M/WBE	AABE	NABE	HABE	ABE	S/M/WBE	SMWBE		
91039	0.00728	0.00000	0.12012	0.08736	0.00000	0.03276	0.00000	0.12740	0.49869		0.626
96221	0.00575	0.00115	0.02417	0.01957	0.00000	0.00230	0.00115	0.02992	0.12660		0.157
96246	0.00000	0.01228	0.01841	0.00000	0.00000	0.00614	0.00000	0.01841	0.08593		0.104
98872	0.00053	0.00000	0.00080	0.00027	0.00000	0.00053	0.00000	0.00133	0.01171		0.013
98836	0.00394	0.00056	0.00450	0.00169	0.00000	0.00225	0.00000	0.00843	0.05678		0.065
96844	0.00000	0.00000	0.00302	0.00302	0.00000	0.00000	0.00000	0.00302	0.03176		0.035
0	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000		0.000
0	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000		0.000
0	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000		0.000
0	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000		0.000
0	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000		0.000
0	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000		0.000
0	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000		0.000
0	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000		0.000
0	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000		0.000
0	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000		0.000
0	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000		0.000
0	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000		0.000
0	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000		0.000
0	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000		0.000
TOTAL	0.01750	0.01399	0.17103	0.11190	0.00000	0.04398	0.00115	0.18853	0.81147		
X 1	1.75%	1.40%	<b>17.10</b> %	11.19%	0.00%	4.40%	0.12%	18.85%	81.15%		

YTD UTILIZATION:

SBE	MBE	WBE	AABE	NABE	HABE	ABE

## **GOAL SETTING**

## Project Summary Worksheet Availability Adjustment/Weighting

ORIGINATING DEPARTMEN	NT: Palm Tran		DATE:	May 2, 2024
SOLICITATION NAME:	Bus Stop Maintenance Services		PROJECT No.	
TYPE OF SOLICITATION:	RFP	CATEGORY:	GOODS & OTHER SERVICES	
AVAILABLE APIs:				
	rence for Prime Bidders			
DEPARTMENT RECOMMEN				
SBE Evaluation Prefe	rence for Prime Bidders			
Pameka McNeal	ATIVE NAME			5/14/2024
DEPARTMENT REPRESENTA	ATIVE NAME			
Pameka McNeal				5/14/2024
DEPARTMENT REPRESENTA	ATIVE SIGNATURE			
OEBO RECOMMENDED AP	rence for Prime Bidders(Option. 2)			
	Tence for Finne Blade S(Option 2)			
Terry Newton OEBO REVIEWER NAME				5/14/2024
Try Neut				
Juny New				5/14/2024
OEBO REVIEWER SIGNATU	RE			
GOAL SETTING COMMITTE	EE DETERMINATION Ordinance	Reference:		
			CCC DATE:	•
GOAL SETTING COMMITTE	EE CHAIRPERSON NAME		GSC DATE:	
GOAL SETTING COMMITTE	EE CHAIRPERSON SIGNATURE			