



**SOLICITATION SIGNATURE PAGE**

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

Presented at GSC Meeting:

Department/Division Engineering & Public Works / Roadway Production

Geotechnical Engineering and Testing Professional Continuing Services Contract (Project #2026051)

Project Name/Number \_\_\_\_\_

Contract Manager Holly B. Knight, P.E.

Phone/ E-mail 561-684-4150 / hknight@pbc.gov

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

Type of Solicitation RFP - CCNA Professional Services Selection

**DEPARTMENT/DIVISION/OFFICE**

**SIGNATURE AND DATE**

Originating Department/Division

Kathleen O. Funnell 7/28/25

Department/Division Director

[Signature]

OEBO

[Signature] 8/18/25

Goal Setting Committee Chairperson

\_\_\_\_\_

## Solicitation Review and API Recommendation

Department/Division Engineering and Public Works / Roadway Production  
Project Name/Number Geotechnical Engineering and Testing Professional Continuing Services Contract (Project 2026051)  
Contract Manager Holly B. Knight, P.E.  
Phone/e-Mail 561/684-4150 / hknight@pbc.gov  
Estimated Date of Advertising Winter 2025 Estimated Dollar Value of Project \$1,000,000  
Type of Solicitation RFP - CCNA Professional Services Selection

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 18, 2025

SOLICITATION NAME: Geotechnical Engineering and Testing Professional Continuing Services Contract

PROJECT No. 2026051

TYPE OF SOLICITATION: RFP

CATEGORY: CCNA-PROF. SVCS

SCOPE OF PROJECT:

3 year Professional Continuing Services contract to provide geotech, testing, materials testing, and inspection services on a consultant service authorization basis.

COMMODITY CODE	PRIMARY DISCIPLINE/TRADE DESCRIPTION	ESTIMATED COST	PERCENTAGE OF PROJECT COST
90742	Geotechnical - Soils	\$ 70,000.00	7.00%
90783	Testing Services	\$ 250,000.00	25.00%
92555	Inspecting, General/Engineering	\$ 80,000.00	8.00%
91855	Geological Consulting and Study	\$ 100,000.00	10.00%
92546	Geotechnical Engineering	\$ 500,000.00	50.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
		\$1,000,000.00	100.00%

#### AVAILABILITY

				RACE/ETHNICITY						TOTAL FIRM	PERCENT OF WORK
COMMODITY	SBE	WBE	M/WBE	AABE	NABE	HABE	ABE	Total S/M/WBE	NON-SBE		
90742	5								9	14	7.00%
90783	1								12	13	25.00%
92555	10								48	58	8.00%
91855	8								9	17	10.00%
92546	6								23	29	50.00%
0									0		0.00%
0									0		0.00%
0									0		0.00%
0									0		0.00%
Total	30								101	131	100.00%

COMMODITY AVAILABILITY										WEIGHT	
COMMODITY	SBE	WBE	M/WBE	AABE	NABE	HABE	ABE	Total S/M/WBE	NON-SMWBE		
90742	0.02500								0.04500		0.070
90783	0.01923								0.23077		0.250
92555	0.01379								0.06621		0.080
91855	0.04706								0.05294		0.100
92546	0.10345								0.39655		0.500
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	0.20853								0.79147		
X 1	20.85%								79.15%		



**GOAL SETTING\***  
**Project Summary Worksheet**  
Availability Adjustment/Weighting

ORIGINATING DEPARTMENT: Engineering and Public Works

DATE: July 28, 2025

SOLICITATION NAME: Geotechnical Engineering and Testing Professional Continuing Services Contract

PROJECT No. 2026051

TYPE OF SOLICITATION: RFP

CATEGORY: CCNA-PROF. SVCS

YTD UTILIZATION:

SBE	MBE	WBE	AABE	NABE	HABE	ABE

**AVAILABLE APIs:**

SBE Evaluation Preference for SBE Participation

**DEPARTMENT RECOMMENDED API:**

SBE Evaluation Preference for SBE Participation

Holly B. Knight, P.E.

DEPARTMENT REPRESENTATIVE NAME

DEPARTMENT REPRESENTATIVE SIGNATURE

**OEBO RECOMMENDED API:**

SBE Evaluation Preference, Option 2

OEBO REVIEWER NAME

OEBO REVIEWER SIGNATURE

GOAL SETTING COMMITTEE DETERMINATION

Ordinance Reference: \_\_\_\_\_

GOAL SETTING COMMITTEE CHAIRPERSON NAME

GSC DATE: \_\_\_\_\_

GOAL SETTING COMMITTEE CHAIRPERSON SIGNATURE