



Solicitation Review and API Recommendation

Department/Division Engineering & Public Works/Streetscape Division
Project Name/Number Landscape Maintenance, South Central County Roadways Medians
Contract Manager Michael Rawls
Phone/e-Mail 561-801-2349
Estimated Date of Advertising June 2023 Estimated Dollar Value of Project \$130,000.00
Type of Solicitation Landscape Grounds Maintenance

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:

Upon Research of data base, 11, S/M/SBE, available vendors.
SBE Price preference.

- ☒ The following opportunities have been combined to increase the competition among S/M/WBE firms:

Contract 22-012, Lot #2 is being rebid due to existing vendor defaulted and went out of business. Lot One vendor, Maia Lawn and Landscape will continue to service Lot #1 under contract 22-012 as the SBE vendor.

- ☐ 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.



SOLICITATION SIGNATURE PAGE

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

Department/Division Engineering & Public Works/Streetscape Division

Project Name/Number Landscape Maintenance for South Central County Roadway Medians

Contract Manager Michael Rawls

Phone/ E-mail 561-801-2349 mrawls@pbcgov.org

Estimated Date of Advertising June 2023 Estimated Dollar Value of Project \$130,000.00

Type of Solicitation Landscape Grounds Maintenance

DEPARTMENT/DIVISION/OFFICE

SIGNATURE AND DATE

Originating Department/Division PBC Engineering/Streetscape Division

Department/Division Director 

OEBO 

Goal Setting Committee Chairperson

GOAL SETTING

Project Summary Worksheet

Availability Adjustment/Weighting

ORIGINATING DEPARTMENT: Engineering & Public Works/Streetscape Division

DATE: March 1, 2023

SOLICITATION NAME: Landscape Maintenance South Central County Roadways Medians

PROJECT No. TBD

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: Engineering & Public Works/Streetscape Division

DATE: March 1, 2023

SOLICITATION NAME: Landscape Maintenance South Central County Roadways Medians

PROJECT No. TBD

TYPE OF SOLICITATION: IFB

CATEGORY: GOODS & OTHER SERVICES

AVAILABLE APIS:

SBE Price Preference

DEPARTMENT RECOMMENDED API:

SBE Price Preference

Carl Bengtson, Manager, PBC Engineering Streetscape Division

DEPARTMENT REPRESENTATIVE NAME

DEPARTMENT REPRESENTATIVE SIGNATURE

OEBO RECOMMENDED API:

SBE Price Preference

Angela Smith

3/10/22

OEBO REVIEWER NAME

OEBO REVIEWER SIGNATURE

GOAL SETTING COMMITTEE DETERMINATION

Ordinance Reference: _____

GOAL SETTING COMMITTEE CHAIRPERSON NAME

GSC DATE: _____

GOAL SETTING COMMITTEE CHAIRPERSON SIGNATURE