



City of Hollywood, Florida

2600 HOLLYWOOD BLVD. • P.O. Box 229045 • ZIP 33022-9045

DATE: **September 27, 2017**

RE: Amended BLANKET ORDER #: **B002464**
PRODUCT/SERVICE: **Building Inspections and
Plan Review Services – Increased annual
Expenditure**

Calvin, Giordano & Associates, Inc. V#5623
1800 Eller Dr., Suite 600
Ft. Lauderdale, FL 33316

Telephone Contact: 954-921-7781
Fax: 954-921-8807

Dear Vendor:

This is to inform you that the City of Hollywood, Florida is entering into a Blanket Order with your Company based on one of the following:

- | | | |
|-------------------------------------|--|--------|
| <input type="checkbox"/> | FORMAL BID # | |
| <input type="checkbox"/> | INFORMAL BID # | DATED: |
| <input type="checkbox"/> | RENEWAL OF FORMAL BID # | DATED: |
| <input type="checkbox"/> | EXTENSION OF FORMAL BID/RFP# | DATED: |
| <input type="checkbox"/> | WRITTEN QUOTATION # | DATED: |
| <input type="checkbox"/> | VERBAL QUOTATION PER | DATED: |
| <input type="checkbox"/> | STATE OF FLORIDA CONTRACT # | DATED: |
| <input type="checkbox"/> | BROWARD COUNTY BID # | |
| <input checked="" type="checkbox"/> | OTHER: City of Oakland Park RFP #080712 | |

The term of this order is **3/11/2016** through **3/10/2018**. **Per R-2016-027**

The estimated **annual** dollar value is **\$700,000.00**. (Increased from \$400,000.00 to \$700,000.00)

The obligations of the City of Hollywood under this order are subject to the availability of funds lawfully appropriated for its purpose by the City Commission and are subject to the terms and conditions contained on the Purchase Order form.

In the event of conflict between the terms and conditions on the reverse side of this Purchase order and the City of Oakland Parks contract, the terms and conditions most favorable to the City of Hollywood will prevail.

The City of Hollywood Departments will issue hard copy orders against this Blanket Order as your authorization to deliver. All invoices must reference each unique document number.

If you have any questions, please contact **Robert Lowery** at (954) 921-3552

c: Planning & Development Services
Finance



**CITY OF HOLLYWOOD, FLORIDA
BUILDING DIVISION**

INTER-OFFICE MEMORANDUM

Date: September 26, 2017

File: BD-17-024

TO: Paul Bassar, Director of Procurement Services

FROM: Philip Sauer
Chief Building Official

VIA: Thomas Barnett
Director of Development Services

SUBJECT: Calvin, Giordano & Associates. Blanket Purchase Order Expenditures B002464

Issue:

Additional contract consulting labor is required from the vendor Calvin, Giordano & Associates of Florida to continue with the high volume permitting and inspections.

Explanation:

Calvin, Giordano & Associates of Florida is our contract vendor for providing consultant services including Plan Reviewers and Inspections to assist with the added special projects work load and to maintain existing staff to levels to operate at the public's expectations.

Currently the volume of construction projects underway which has been at a high volume will continue and the requirement for these services is essential to be able to function at expected levels.

Therefore with the previous monthly activity to continue at its current levels, it is required to increase and not to exceed amount of the current contract, which ends on 3/10/18 to \$700,000. The sufficient funds are available in the account number #01.1416.00172.541.003117 for the additional \$300,000 needed.

Recommendation:

Please assist the Building Division in requesting the required authorized approval to increase the annual expenditure in the amount of \$300,000.00 for Calvin Giordano & Associates.

For your information and appropriate action.

- c: Development Services Director
- Assistant City Manager /Sustainable Development
- Assistant City Manager/Finance & Administration