



CITY OF HOLLYWOOD, FLORIDA

OFFICE OF PROCUREMENT AND CONTRACT COMPLIANCE

Piggyback Request Form

(Use for purchase(s) over \$5,000, when piggybacking off other contracts)

Date 03/06/2024

Department/Office Development Services

Division/Area Planning and Urban
Design

Requestor Anand Balram

Title Planning Manager

Phone 954-921-3471, op. 3

Email abalram@hollywoodfl.org

1. Requested Vendor Calvin, Giordano & Associates, Inc. Vendor Number 05623

Address 1800 Eller Drive, Suite 600, Fort Lauderdale 33316

Contact Person Vicki Placide-Pickard

Title Planning and Grant Administrator

Phone 954-501-7761

Email vpickard@cgasolutions.com

2. Contract title and number requesting to piggyback? SECOND AMENDMENT TO AGREEMENT FOR
GENERAL PLANNING SERVICES CONSULTANT, RFQ 030218

Awarding Agency City of Oakland Park

Contract Expiration Date 10/16/2025

Copy of Contract and Awarding Agency documentation is attached (provide if available).

☒ Yes ☐ No

3. Product/Service being requested (be specific). General Planning Services Consultant

4. Detailed description of the product/service's function and purpose. CGA offers a complete suite of services which allows us to address the multiple interrelationships between land use, transportation, urban design, environmental, economic and community development.

5. Please explain what process the Department/Office took to verify and/or identify this contract. City of Hollywood, Planning and Urban Design Division, was previously piggybacking from the same Contract, Staff has been in contact with the City of Oakland Park as well as with CGA.

6. Were alternative contracts evaluated to determine that the City is obtaining the most advantageous contract pricing for the required product/service?

☒ Yes ☐ No

Please explain Rates obtained piggybacking on this contract were reasonable and the City of Hollywood was already familiar with City of Oakland Park's contract with Calvin, Giordano & Associates, Inc.

7. Total cost of the requested product/service. \$184,000.00

8. Total estimated annual (fiscal year) cost of requested product/service. \$184,000.00

Account Number(s) 001.140401.51500.531170.000000.000.000

9. Is this product/service covered by a warranty? ☐ Yes ☒ No

If yes, please attach a copy of the warranty details.

10. Will grant funds be used to pay for the requested product/service? ☐ Yes ☒ No

If yes, please explain _____

REQUESTING DEPARTMENT RECOMMENDATION

Note: By signing and returning this form, you are verifying and acknowledging that you have reviewed all portions (scope, terms, conditions, pricing, etc.) of the requested contract(s) and recommend its/their approval based on compliance with the City's procurement requirements and all applicable laws and regulations to the best of your knowledge.

DocuSigned by:

Anand Balram
Requestor's Signature

3/12/2024

Date

DocuSigned by:

Andria Wingett
Director's Signature

3/12/2024

Date



Piggyback Checklist

Using Department(s): Development Services / Planning and Urban Design Division

Piggyback Contract Number/Name: Bid No. RFQ-030218 for General Planning Services Consultant

Services/Supplies to be provided: General Planning Services

Why are Services/Supplies being obtained via piggyback (as opposed to issuing a solicitation or obtaining quotes): Rates obtained piggybacking on this contract were reasonable and the City of Hollywood was already familiar with City of Oakland Park's contract with Calvin, Giordano & Associates, Inc.

Procurement Code, Section 38.41(C)(5):

(5) *Piggyback purchases.* The CPO (Chief Procurement Officer) may procure, without following formal solicitation procedures, all goods, supplies, materials, equipment, and services that are the subject of contracts with the state, its political subdivisions, the United States government, other governmental entities, or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof ("piggyback"), provided that the goods, supplies, materials, equipment, or services are the subject of a price schedule negotiated by the entities listed above and is based strictly on competitive bids, quotations, or competitive proposals and not on any preference. Utilization of other governmental entities' contracts shall be permitted only during the term of the other governmental entity's contract.

Piggyback Justification Criteria	YES	NO	COMMENT
Is the piggyback contract's pricing/terms more favorable than pricing/terms we would obtain from issuing our own solicitation or obtaining our own quotes?	X		Being allowed to use the same pricing as another municipality is more convenient for our budget
Will use of the piggyback contract save City staff administrative time, efforts and resources?	X		Doing our own solicitation will take longer and services are urgently required
Will the requested services/supplies be purchased with funds other than grant funds or funds that prohibit the use of piggybacking?	X		No grant funds will be used for this contract

***If you answered no to any of the questions above in this section, please disregard piggybacking the desired services/supplies and terminate any further completion of this form unless otherwise granted administrative approval to piggyback by authorized City Management staff.**

ITEMS VERIFIED	YES	NO	COMMENT
Does the piggyback contract allow the utilization of the contract by other entities, including use in the state of FL if it's an out of state contract?	X		
Was the contract awarded through a solicitation or other acceptable competitive process that was publicly advertised?	X		RFQ-030218
Piggyback Contract is Valid? Contract Expiration Date:	X		10/16/2025
Goods / Services requested by the Using Department(s) match those allowed under the piggyback contract and do not extend beyond the expiration date of the piggyback contract?	X		

Does the piggyback contract have acceptable terms and conditions?	X		
Did the vendor confirm that the piggyback contract is authorized to be used with the established terms, conditions, and pricing?	X		Vendor approve of using the contract.
Is pricing "Fair and Reasonable" in the piggyback contract?	X		
Piggyback Contract Certificate(s) of Insurance (COI) is acceptable to the COH's Risk Management?	X		
Piggyback Contract has Warranty Conditions?		X	
Piggyback Contract has liquidated damages (if Yes, provide the daily liquidated amount)		X	N/A

DocuSigned by:

Requestor's Signature:

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Date:

3/12/2024

DS

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DocuSigned by:

Director's Signature:

7AB43EAC50454B3...

Date:

3/12/2024

DS

Sk

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DocuSigned by:

CPO Signature:

83A2D5C0D289438...

Date:

3/12/2024

DS

Sk

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**SECOND AMENDMENT TO AGREEMENT
FOR
GENERAL PLANNING SERVICES CONSULTANT**

THIS IS AN AGREEMENT ("Agreement"), dated this 4 day of October 2023, by and between:

CITY OF OAKLAND PARK, a municipal corporation organized and existing under the laws of the State of Florida and whose address is 3650 NE 12 Avenue, Oakland Park, FL 33334 ("City"),

and

CALVIN GIORDANO & ASSOCIATES, INC., a corporation authorized to do business in the State of Florida, located at 1800 Eller Drive, Suite 600, Fort Lauderdale, FL 33316, hereinafter "CONSULTANT."

City and CONSULTANT may each be referred to herein as "party" or collectively as "parties".

WHEREAS, on March 2, 2018, the City received a Statement of Qualifications from CONSULTANT in response to the City's Request for Qualifications (RFQ) for General Planning Services Consultant, RFQ #030218.

WHEREAS, on October 17, 2018, the City and CONSULTANT entered into an agreement, R-2018-151, for a General Planning Services Consultant (hereinafter referred to as the "Original Agreement"); and

WHEREAS, the initial term of the Original Agreement was for three (3) years and the Original Agreement expired on October 16, 2021; and

WHEREAS, the Original Agreement provided for an option to renew for two (2) additional 2-year periods, subject to the mutual written consent of the Parties, and the Original Agreement was renewed for the first 2-year period on October 6, 2021, via Resolution R-2021-128, effective October 17, 2021, through October 16, 2023; and

WHEREAS, the City is satisfied with the CONSULTANT's performance pursuant to the Original Agreement, and the Parties seek to renew the Original Agreement for the second and final 2-year renewal period, effective October 17, 2023, through October 16, 2025; and

WHEREAS, the Parties seek to adopt the CONSULTANT'S current professional service rates, attached hereto as "EXHIBIT A", and

WHEREAS, the Parties agree that all remaining provisions of the Original Agreement shall remain in full force of effect.

WHEREAS, the Parties agree that all original terms & conditions and price remains the same as in the Original Agreement.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, and other good and valuable consideration, the receipt and adequacy of which are acknowledged, the parties agree as follows:

Section 1. The foregoing recitals are true and correct and are hereby incorporated into this Agreement.

Section 2. The Original Agreement is hereby renewed for the second and final 2-year term which shall commence on October 17, 2023, and terminate on October 16, 2025.

Section 3. Scrutinized Companies. CONSULTANT, its principals or owners, certify that they are not listed on the Scrutinized Companies that Boycott Israel List, Scrutinized Companies with Activities in Sudan List, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or are engaged in business operations with Syria. In accordance with Section 287.135, Florida Statutes, as amended, a company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with any agency or local governmental entity for goods or services of:

3.1 Any amount if, at the time bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel; or

3.2 One million dollars or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company:

3.2.1 Is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Section 215.473, Florida Statutes; or

3.2.2 Is engaged in business operations in Syria.

Section 4. E-Verify. CONSULTANT certifies that it is aware of and complies with the requirements of Section 448.095, Florida Statutes, as may be amended from time to time and briefly described herein below.

4.1 Definitions for this Section:

4.1.1 "Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration. "Contractor" includes, but is not limited to, CONSULTANT or consultant.

4.1.2 "Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

4.1.3 "E-Verify system" means an Internet-based system operated by the United States Department of Homeland Security that allows participating employers to electronically verify the employment eligibility of newly hired employees.

4.2 Registration Requirement; Termination:

Pursuant to Section 448.095, Florida Statutes, effective January 1, 2021, Contractors, shall register with and use the E-verify system in order to verify the work authorization status of all newly hired employees. Contractor shall register for and utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

4.2.1 All persons employed by a Contractor to perform employment duties within Florida during the term of the contract;

4.2.2 All persons (including subconsultants/subcontractors) assigned by Contractor to perform work pursuant to the contract with the CITY OF OAKLAND PARK. The Contractor acknowledges and agrees that registration and use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the CITY OF OAKLAND PARK; and

4.2.3 The Contractor shall comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes, but is not limited to registration and utilization of the E-Verify System to verify the work authorization status of all newly hired employees. Contractor shall also require all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. Any challenge to termination under this provision must be filed in the Circuit Court no later than twenty (20) calendar days after the date of termination. Termination of this Contract under this Section is not a breach of contract and may not be considered as such. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of one (1) year after the date of termination.

Section 5. That the Original Agreement, as amended and executed by the parties, shall remain in full force and effect except as specifically amended herein.

IN WITNESS OF THE FOREGOING, the parties have hereunto set their hands and seals on the dates written below.

CITY OF OAKLAND PARK, a Florida municipal corporation

BY: [Signature]
CITY MANAGER

10/16/2

ATTEST:

BY:

[Signature]
CITY CLERK

R. 2023. 147



APPROVED AS TO LEGAL FORM:

BY:

[Signature]
CITY ATTORNEY

WITNESSED BY:

[Signature]
VICKI PLAIDE-RICKARD

Print name

[Signature]
JAMES HICKLEY

Print name

CALVIN GIORDANO & ASSOCIATES, INC.

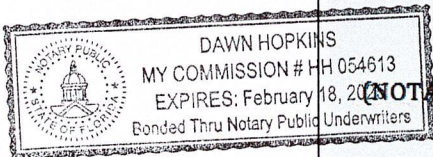
BY:

Name:

Title:

Chris Giordano

CEO



STATE: FLORIDA

COUNTY: Broward

Sworn to (or affirmed) and subscribed before me this 25 day of

September, 2023 by: Chris Giordano

Name of person making statement

[Signature]

Signature of Notary Public - State of Florida

Dawn Hopkins

Name of Notary Typed, Printed, or Stamped

Personally Known X OR Produced Identification _____

Type of Identification Produced _____



Calvin, Giordano & Associates, Inc.
A SAFEbuilt COMPANY

Building Code Services
Civil Engineering / Roadway
& Highway Design
Coastal Engineering
Code Enforcement
Construction Engineering &
Inspection (CEI)
Construction Services
Data Technologies &
Development
Electrical Engineering
Engineering
Environmental Services
Facilities Management
Grant Management &
Writing
Geographic Information
Systems (GIS)
Governmental Services
Indoor Air Quality (IAQ)
Landscape Architecture
Planning
Project Management
Redevelopment &
Urban Design
Surveying & Mapping
Transportation & Mobility
Transportation Planning
Water / Utilities Engineering
Website Development

1800 Eller Drive
Suite 600
Fort Lauderdale, FL 33316
Tel: 954.921.7781
Fax: 954.921.8807

www.cgasolutions.com

August 21st, 2023

Mr. Peter M, Schwarz, AICP
Director of Community and Economic Development
3650 N.E. 12 Avenue
Oakland Park, FL. 33334

Re: **City of Oakland Park- Continuing General Planning Services Consultant Agreement**

Dear Mr. Schwarz,

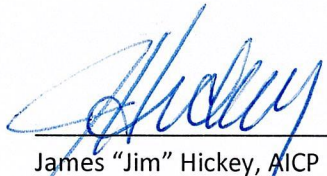
Calvin, Giordano & Associates is delighted to have the opportunity to extend its contract with the City of Oakland Park for Continuing General Planning Services for (2) two years pursuant to the above mentioned agreement.

After reviewing the terms and conditions of the agreement, Calvin, Giordano & Associates would like to request a seven (7) percent increase to be included in this extension. Please see attached **Exhibit A** for the updated rates.

Calvin, Giordano & Associates looks forward to its continued relationship with the City of Oakland Park and Economic Development Department.

If you have any questions or need assistance, please do not hesitate to contact me.

Thank you,



James "Jim" Hickey, AICP
Director of Planning Department

Exhibit A

Professional Planning Services Fee Schedule		
Title	Existing Fee	Proposed Fee
Associate, Planning	\$ 183.75	\$ 196.75
Director of Planning	\$ 157.50	\$ 168.50
Planning Administrator	\$ 157.50	\$ 168.50
Planning Manager	\$ 152.25	\$ 163.00
Senior Planner	\$ 131.25	\$ 140.50
Planner	\$ 110.25	\$ 118.00
Assistant Planner	\$ 94.50	\$ 101.25
Environmental Administrator	\$ 131.25	\$ 140.50

From: [Certificate of Insurance](#)
To: [Daniela Baquero-Meza](#); [Certificate of Insurance](#)
Cc: [Margaret Smart](#)
Subject: RE: Calvin Giordano COI
Date: Tuesday, March 5, 2024 8:35:18 AM
Attachments: [Certificate.pdf](#)

Hello,

The COI is acceptable.

Thanks,

Stacy

From: Daniela Baquero-Meza <dbaquero-meza@hollywoodfl.org>
Sent: Monday, March 4, 2024 5:32 PM
To: Certificate of Insurance <COI@hollywoodfl.org>
Cc: Margaret Smart <MSMART@hollywoodfl.org>
Subject: Calvin Giordano COI

Good afternoon,

Please advise if the COI attached is acceptable.

Regards,

Solange Baquero-Meza

Development Review Coordinator
Planning and Urban Design Division
Department of Development Services

2600 Hollywood Blvd.
Hollywood, FL 33022-9045
Office: 954-921-3471 Ext. 6629
Mon – Thurs, 7 am to 6 pm

