



City of Hollywood, Florida

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

DATE: April 3, 2019

RE: Amended BLANKET ORDER #: B003139

PRODUCT/SERVICE: Inspection & Plan Review Services –
Renewal Term

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

Telephone Contact: 954-921-7781
Email: nbruhn@cgasolutions.com

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 Fort Lauderdale, RFP-575-11849 | |

Initial Term	6/9/2018 – 5/15/2019 Approved via R-2018-140
First Renewal (Optional)	5/16/2019 – 5/15/2021

*NOTE – City Reserves the right to exercise Optional Periods.

The estimated **annual** dollar value is **Cumulative amount of \$800,000.00 with BPO B003140**

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.

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: Building & Development Services
Finance



City of Hollywood, Florida

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

DATE: April 3, 2019

RE: BLANKET ORDER #: B003140

PRODUCT/SERVICE: Inspection & Plan Review Services –
Renewal Term

C.A.P. Government, Inc. V#34084
Attn: Carlos Penin
8350 NW 52nd Terrace, Ste #107
Doral, FL 33166

Telephone Contact: 305-448-1711
Email: capenin@capfla.com

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 # | DATED: |
| <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 Fort Lauderdale, RFP-575-11849 | |

Initial Term	6/9/2018 – 5/15/2019 Approved via R-2018-140
First Renewal (Optional)	5/16/2019 – 5/15/2021

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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.

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
OFFICE OF PROCUREMENT SERVICES

FILE: PR-19-059

2019 FEB 21 AM 10:38

CITY OF HOLLYWOOD
PROCUREMENT SERVICES
DIVISION

DATE: February 5, 2019
TO: Shiv Newaldass, Director, Development Services
FROM: Robert Lowery, Contracts Officer, Procurement Services
SUBJECT: Blanket Contract Renewal for Inspection & Plan Review Services – Calvin, Giordano & Associates, Inc - B003139 and C.A.P. Government, Inc – B003140

ISSUE:

The current period of the above contracts expire **May 15, 2019**. The contract is renewable for a two (2) year period if it is determined to be in the City's best interest and the vendor agrees to the renewal in writing.

EXPLANATION:

Notification of Intent to Renew must be mailed to the vendor thirty (30) calendar days in advance of the contract expiration date. Accordingly, it is requested that you give this matter your immediate attention thereby providing a timely reply to preclude contract expiration.

If you do not want to renew this contract, please explain the reason(s) in a separate memo. Also note that this contract will expire on the date mentioned above and if a new contract is to be established, you must submit bid specifications.

RECOMMENDATION:

Please reply as soon as possible by returning this memo appropriately filled out, signed and dated along with the attached Contract Renewal Evaluation Form.

Date: 2-6-2019

To: Robert Lowery, Procurement Services

The Director recommends the following:

☒ RENEW the contract under the same terms and conditions. The Budget Account Number to be charged is 001.140301.52400.531170.000000.000.000

☐ DO NOT renew this contract. See attached memo explaining the reason(s).

☐ DO NOT renew this contract. DO NOT prepare a replacement bid (items/services no longer needed).

☒ Estimated: annual usage/expenditure is ~~\$400,000 for CAP + \$400,000 for Calvin~~

By: [Signature]

Title: Department Director

\$800,000.00
Not-to-Exceed Shared

RK



CITY OF HOLLYWOOD, FLORIDA

PROCUREMENT SERVICES DIVISION

Department/Office Contract Renewal Evaluation

Date: 2-12-2019	
Department/Office: Development Services/1400	Division/Area: Building/1416
Contact Person: Shirsingh Newaldass	Title: Director of Development Services
Contact phone number: 954-921-6623	Contact Email: snewaldass@hollywoodfl.org
Purchase Order/Blanket Purchase Order #: BOD3139	
Contract Expiration Date: 5-15-2019	
Vendor: Calvin, Etard and Associates	Contact Person: Jessica Cruz
Contact phone number: 954-266-16460	Contact Email: jcruz@cga-solutions.com
Good/Service:	Solicitation #: RFP-575-11849

1. How would you rate the quality of goods/services?

☐ Excellent ☐ Good ☒ Satisfactory ☐ Poor

2. How would you rate the courteousness vendor's personnel?

☐ Excellent ☐ Good ☐ Satisfactory ☒ Poor

3. With regards to the goods or services provided, how satisfied are you with the following items?
(Please check one per category)

	Excellent	Good	Satisfactory	Poor
Overall Quality	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Value	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Frequency of Contact	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Responsiveness to request	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

4. Are all goods/services on the contract being performed at the agreed upon time and manner?

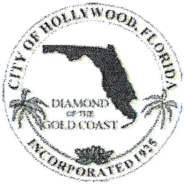
☒ Yes ☐ No

If no, please explain?

5. If you contacted the vendor, were all your questions or any issues resolved to your complete satisfaction?

☒ Yes ☐ No ☐ Did not need to contact

If no, please explain?



CITY OF HOLLYWOOD, FLORIDA

PROCUREMENT SERVICES DIVISION

**Department/Office
Contract Renewal Evaluation**

6. Has the invoicing been timely, accurate and in accordance with the contract?

☒ Yes ☐ No

If no, please explain?

7. Does the Department/Office recommend renewing a contract based upon the available renewal options when the current agreement expires?

☒ Yes ☐ No

If no, please explain?

8. Please state any additional comments about your experience with this vendor and the goods/services provided:

Department/Office Director's Name: Shiv Newaldass

Department/Office Director's Signature: 

RAL



CITY OF HOLLYWOOD, FLORIDA

PROCUREMENT SERVICES DIVISION

Department/Office Contract Renewal Evaluation

Date: 2-12-19	
Department/Office: Development Services/1400	Division/Area: Building/1416
Contact Person: Shiv Singh Newaldass	Title: Director of Development Services
Contact phone number: 954-921-6023	Contact Email: snewaldass@hollywoodfl.org
Purchase Order/Blanket Purchase Order #: B003140	
Contract Expiration Date: 5-15-2019	
Vendor: C.A.P. Government, Inc.	Contact Person: Jennifer Mellies
Contact phone number: 954-888-9532	Contact Email: jmellies@capfla.com
Good/Service:	Solicitation #: RFP-575-11849

1. How would you rate the quality of goods/services?

☒ Excellent ☐ Good ☐ Satisfactory ☐ Poor

2. How would you rate the courteousness vendor's personnel?

☒ Excellent ☐ Good ☐ Satisfactory ☐ Poor

3. With regards to the goods or services provided, how satisfied are you with the following items?
(Please check one per category)

	Excellent	Good	Satisfactory	Poor
Overall Quality	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Value	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Frequency of Contact	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responsiveness to request	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Are all goods/services on the contract being performed at the agreed upon time and manner?

☒ Yes ☐ No

If no, please explain?

5. If you contacted the vendor, were all your questions or any issues resolved to your complete satisfaction?

☒ Yes ☐ No ☐ Did not need to contact

If no, please explain?



CITY OF HOLLYWOOD, FLORIDA
PROCUREMENT SERVICES DIVISION

Department/Office
Contract Renewal Evaluation

6. Has the invoicing been timely, accurate and in accordance with the contract?

☒ Yes ☐ No

If no, please explain?

7. Does the Department/Office recommend renewing a contract based upon the available renewal options when the current agreement expires?

☒ Yes ☐ No

If no, please explain?

8. Please state any additional comments about your experience with this vendor and the goods/services provided:

Department/Office Director's Name: Shiv Newaldass

Department/Office Director's Signature: 

* RAC

February 5, 2019

Calvin, Giordano & Associates, Inc.
Attn: Norman Bruhn
1800 Eller Dr. Suite 600
Ft. Lauderdale, FL 33316

Dear Vendor:

Our Agreement for Inspection & Plan Review Services, based upon the City of Fort Lauderdale, Bid # RFP-575-11849, Blanket Purchase Order B003139, expires on 5/15/2019.

The Office of Procurement Services would like to renew the agreement for a two (2) year renewal period under the terms and conditions utilizing Blanket Purchase Order B003139 (copy attached).

Please advise your interest in renewing this Agreement by marking the appropriate response, signing, and returning this correspondence.

If you are unable to renew this agreement, please explain reason(s) in a separate letter.

Thanks for your help with this matter and as always, please call me at 954-921-3552 if you have questions.

A response as soon as possible would be appreciated.

Sincerely,



Robert Lowery, Procurement Contracts Officer
Office of Procurement Services

RL/dm

I agree: 
(Signature)

I disagree: _____
(Signature)

Name: Dennis Giordano
(Typed or Printed)

Date: 2/6/19

2600 Hollywood Boulevard
P.O. Box 229045
Hollywood, Florida
33022-9045

February 5, 2019

C.A.P. Government, Inc.

Attn: Carlos Penin

~~8350 NW 52nd Terrace, Ste #107~~

Doral, FL 33166

343 Almeria Ave.

Dear Vendor:

Coral Gables, FL 33134

Our Agreement for Inspection & Plan Review Services, based upon the City of Fort Lauderdale, Bid # RFP-575-11849, Blanket Purchase Order B003140, expires on 5/15/2019.

The Office of Procurement Services would like to renew the agreement for a two (2) year renewal period under the terms and conditions utilizing Blanket Purchase Order B003140 (copy attached).

Please advise your interest in renewing this Agreement by marking the appropriate response, signing, and returning this correspondence.

If you are unable to renew this agreement, please explain reason(s) in a separate letter.

Thanks for your help with this matter and as always, please call me at 954-921-3552 if you have questions.

A response as soon as possible would be appreciated.

Sincerely,



Robert Lowery, Procurement Contracts Officer
Office of Procurement Services

RL/dm

I agree: _____


(Signature)

I disagree: _____

(Signature)

Name: _____

Carlos A. Penin

(Typed or Printed)

Date: _____

02/21/19

2600 Hollywood Boulevard
P.O. Box 229045
Hollywood, Florida
33022-9045

hollywoodfl.org

City of Fort Lauderdale • Procurement Services Division
100 N. Andrews Avenue, 619 • Fort Lauderdale, Florida 33301
954-828-5933 Fax 954-828-5576
www.fortlauderdale.gov

February 1, 2019

Calvin, Giordano & Associates, Inc.
Attn: Dennis Giordano
1800 Eller Drive #600
Fort Lauderdale, FL 33316

SUBJECT: Renewal of Term Contract for Solicitation Inspection and Plan Review Services,
RFP 575-11849-2, Amendment 1

Dear Dennis Giordano:

The subject Contract will expire on May 15, 2019.

In accordance with the terms and conditions of the subject Contract, the Contract may, by mutual consent of the parties, be renewed for an additional twenty four (24) month period. The City would like to exercise the right to renew this Contract for an additional year effective May 16, 2019, at the existing pricing, terms and conditions.

Please indicate your approval of this offer by having an officer of your firm execute the acceptance portion below and return this letter by email to Teresa Wright at twright@fortlauderdale.gov by February 9, 2019.

Upon execution below by your firm's authorized representative, this Amendment will be your official notice that the Contract has been extended for two (2) years and no additional documentation will be required. Please be sure any required Insurance Certificates are up to date and attached to your response.

Thank you for your immediate attention to this matter.

Sincerely,


Jodi S. Hart, CPPO, CPPB, MBA
Chief Procurement Officer

ACCEPTANCE

By 
Official Signature

Chris Giordano VP
Name Title

2/4/19
Date



City of Fort Lauderdale • Procurement Services Division
100 N. Andrews Avenue, 619 • Fort Lauderdale, Florida 33301
954-828-5933 Fax 954-828-5576
www.fortlauderdale.gov

February 1, 2019

CAP Government Inc.
Attn: Carlos A. Penin
100 SE 12 Street
Fort Lauderdale, FL 33316

SUBJECT: Renewal of Term Contract for Solicitation Inspection and Plan Review Services, RFP 575-11849-1, Amendment 1

Dear Carlos Penin:

The subject Contract will expire on May 15, 2019.

In accordance with the terms and conditions of the subject Contract, the Contract may, by mutual consent of the parties, be renewed for an additional twenty-four (24) month period. The City would like to exercise the right to renew this Contract for an additional year effective May 16, 2019, at the existing pricing, terms and conditions.

Please indicate your approval of this offer by having an officer of your firm execute the acceptance portion below and return this letter by email to Teresa Wright at twright@fortlauderdale.gov by February 9, 2019.

Upon execution below by your firm's authorized representative, this Amendment will be your official notice that the Contract has been extended for two (2) years and no additional documentation will be required. Please be sure any required Insurance Certificates are up to date and attached to your response.

Thank you for your immediate attention to this matter.

Sincerely,

Jodi S. Hart, CPPO, CPPB, MBA
Chief Procurement Officer

ACCEPTANCE

By
Official Signature

Carlos A. Penin President
Name Title

February 2, 2019
Date

Contract Documents and Awards

[Use this link to print the list.](#) ☐ By Contract Number ☐ By Item ☒ By Vendor

The results below are based on the following criteria submitted:

EXP DATE	CONTRACT NO.	PS	ITB/RFP/RFQ	CONTRACT	EXT	COMMENTS	LEAD DEPT
5/15/2021	575-11849-1	LP	Inspection & Plan Review Services	C.A.P. Government, Inc.	E/1/1 *	5/16/2017, 17-0504, MB#172097	DSD
5/15/2021	575-11849-2	LP	Inspection & Plan Review Services	Calvin Giordano & Associates, Inc.	E/1/1 *	5/16/2017, 17-0504, MB#172143	DSD
5/15/2021	575-11849-3	LP	Inspection & Plan Review Services	M.T. Causley, LLC	E/1/1 *	5/16/2017, 17-0504, MB#172142	DSD