



**TO:** Honorable Mayor & Members of the  
Fort Lauderdale City Commission

**FROM:** Lee R. Feldman, ICMA-CM, City Manager

**DATE:** May 16, 2017

**TITLE:** Motion to Terminate Contracts for Convenience and Award New Contracts  
for the Purchase of Inspection and Plan Review Services – Various  
Contractors - \$6,008,500 (two-year total)

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**Recommendation**

It is recommended that the City Commission terminate for convenience contracts 855-11487-1, 2, and 3 with C.A.P. Government, Inc. (C.A.P.), Calvin Giordano & Associates, Inc. (CG&A), and Nova Engineering and Environmental, LLC; approve new two-year contracts, in substantially the forms attached, for the purchase of inspection and plan review services with C.A.P. as primary, CG&A as secondary and M.T. Causley, LLC as tertiary contractors in the estimated amount of \$6,008,500; and authorize the City Manager or designee to approve one, two-year renewal option, contingent upon appropriation of funds.

**Background**

Building permit activity in Fort Lauderdale continues to follow the trend of explosive growth in south Florida. This year alone the construction value of projects should exceed over \$800 million in total capital investment. The increased activity significantly exceeds performance measures projected in the City's Strategic Plan and indicates that not only has development skyrocketed but so has the associated amount of review and inspection time necessary for larger valued projects.

Permit application activity at the Building Services Division is above the normal pace of output when compared to other local municipalities. The total number of general building permits issued is at an output activity level four times higher than similar cities throughout the nation with populations of 100,000-250,000. To account for the increase in permit volume, the division will continue to supplement City staff using contract services for building permit inspection and plan examination services.

The background of the solicitation process includes the following:

- January 12, 2017 – Request for Proposal (RFP) 575-11849 was issued for inspection and plan review services.
- February 7, 2017 - The RFP closed with a total of five firms submitting proposals including:

Bureau Veritas North America  
 Calvin Giordano & Associates, Inc.  
 C.A.P. Government, Inc.  
 M.T. Causley, LLC  
 Builders Protection Group

Builders Protection Group did not submit the revised cost proposal page required with the addendum and is therefore deemed non-responsive.

- March 20, 2017 – The evaluation committee consisting of John Travers, Building Official; Alfred Battle, Deputy Director; and Mohammed Malik, Zoning Administrator, met with AnnDebra Diaz, Senior Procurement Specialist, to evaluate and rank the firms based on the evaluation criteria shown below:

EVALUATION CRITERIA	WEIGHT
Understands overall needs of the City	40%
Experience, Qualifications, Past Performance	30%
Cost to the City	30%
Total	100%

The firms were ranked as follows:

- C.A.P. – (1<sup>st</sup> Place)
- CG&A – (2<sup>nd</sup> Place)
- M.T. Causley – (3<sup>rd</sup> Place)
- Bureau Veritas – (4<sup>th</sup> Place)

If the first ranked firm is unable to supply sufficient staff assistance, the second and third ranked firms will be used in order to prevent any interruption in the daily work flow.

The committee also determined that flood plain examiners were inadvertently omitted from the RFP specifications. To rectify, best and final offers (BAFO) were requested from the top three firms. The committee agreed to recommend the top three ranked firms for award, contingent upon the best and final results ranking remaining the same.

- March 28/2017 – BAFOs were received from the top three firms. Final ranking remains unchanged. The committee recommends award to the top three ranked proposers as follows:
  - C.A.P. – Primary
  - CG&A – Secondary
  - M.T. Causley – Tertiary

### **Resource Impact**

There will be a current fiscal impact to the City in the amount of \$1,500,000. Future expenditures are contingent upon approval and appropriation of the annual budget.

<b>Funds available as of April 18, 2017</b>					
<b>ACCOUNT NUMBER</b>	<b>INDEX NAME (Program)</b>	<b>CHARACTER CODE/ SUB-OBJECT NAME</b>	<b>AMENDED BUDGET (Character)</b>	<b>AVAILABLE BALANCE (Character)</b>	<b>PURCHASE AMOUNT</b>
140-DSD034002-3199	Building Permits	Services/ Material/ Other Professional Services	\$4,076,891	\$1,902,720	\$1,500,000
<b>PURCHASE TOTAL ►</b>					<b>\$1,500,000</b>

### **Strategic Connections**

This item is a *Press Play Fort Lauderdale Strategic Plan 2018* initiative, included within the Internal Support Cylinder of Excellence, specifically advancing:

- Goal 12: Be a leading government organization, managing our resources wisely and sustainably.
- Objective 1: Provide safe, efficient, and well-maintained vehicles, equipment, and facilities and integrate sustainability into daily operations.

This item advances the *Fast Forward Fort Lauderdale 2035 Vision Plan: We Are United*.

### **Attachments**

- Exhibit 1 – Solicitation
- Exhibit 2 – Final Ranking
- Exhibit 3 – C.A.P. Proposal & BAFO
- Exhibit 4 – CG&A Proposal & BAFO
- Exhibit 5 – M.T. Causley Proposal & BAFO
- Exhibit 6 – Bureau Veritas Proposal
- Exhibit 7 – Builders Protection Group Proposal
- Exhibit 8 – C.A.P. Contract
- Exhibit 9 – CG&A Contract
- Exhibit 10 – M.T. Causley Contract

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