



**CITY OF FORT LAUDERDALE  
City Commission Agenda Memo  
REGULAR MEETING**

**#25-0021**

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

**FROM:** Susan Grant, Acting City Manager

**DATE:** March 18, 2025

**TITLE:** Motion Approving Agreements for Purchase of Plan Review and Inspection  
Services - C.A.P. Government, Inc. and Calvin, Giordano & Associates, Inc.  
- \$6,223,275 (aggregate) - **(Commission Districts 1, 2, 3 and 4)**

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**Recommendation.**

Staff recommends the City Commission approve agreements, in substantially the forms attached, for Plan Review and Inspection Services, with C.A.P. Government, Inc. and Calvin, Giordano & Associates, Inc., for an initial three (3) year term in the estimated aggregate amount of \$6,223,275; and authorize the City Manager to execute the agreements and approve one (1), two (2)-year renewal options for an estimated renewal amount of \$4,148,850 for a potential total aggregate contract amount of \$10,372,125, contingent upon appropriation of funds.

**Background**

To ensure compliance with Florida Building Code and ensure timely review of permit applications, the Development Services Department has utilized outside vendors to assist with plan review and inspection services for the Building Services, Urban Engineering, and Zoning and Landscaping Divisions since 2021. This additional staffing has allowed the Department to meet service expectations despite continual increases in plan reviews and inspections.

On September 12, 2024, the Procurement Services Division issued an Invitation to Bid (ITB), Event No. 360-1 for Plan Review and Inspection Services. The event closed on October 9, 2024, with two (2) bid responses. No bidders listed their status as a Disadvantaged Business Enterprise. Both bids were reviewed for compliance with the solicitation requirements. Staff recommends to the City Commission approval of awards to both C.A.P. Government, Inc. and Calvin, Giordano & Associates, Inc., as they were deemed responsive and responsible bidders.

**Resource Impact**

There will be a FY 2025 impact in the amount of \$864,344. Future expenditures are contingent upon approval and appropriation of the annual budget.

<b>Funds available as of February 19, 2025</b>					
<b>ACCOUNT NUMBER</b>	<b>COST CENTER NAME (Program)</b>	<b>CHARACTER/ ACCOUNT NAME</b>	<b>AMENDED BUDGET (Character)</b>	<b>AVAILABLE BALANCE (Character)</b>	<b>AMOUNT</b>
10-140-3101-524-30-3199	Building Permits	Services / Materials Other Professional Services	\$3,222,275	\$1,477,742	\$367,908
10-001-3012-515-30-3199	Engineering Division	Services / Materials Other Professional Services	\$459,944	\$300,493	\$230,000
10-001-3011-515-30-3199	Zoning and Landscaping	Services / Materials Other Professional Services	\$609,563	\$306,145	\$266,435
<b>TOTAL AMOUNT ►</b>					<b>\$864,344</b>

**Strategic Connections**

This item supports the *Press Play Fort Lauderdale 2029* Strategic Plan, specifically advancing:

- The Innovation Guiding Principle: The City continuously looks for opportunities to improve its services, pioneer new solutions to obstacles, and challenge the status quo.

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

**Attachments**

Exhibit 1 - Solicitation

Exhibit 2 - Bid Tabulation

Exhibit 3 - Agreement - C.A.P. Government, Inc.

Exhibit 4 - Agreement - Calvin, Giordano & Associates, Inc.

Prepared by: Juan Rodriguez, Assistant Director, Development Services  
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Department Directors: Alfred G. Battle, Jr, Development Services  
 Linda Short, Finance