



City of Boynton Beach Agenda Item Request Form

Meeting Date: 02/ 4/2025

Proposed Resolution No. R25-043- Award Request for Proposal No. BD25-014R for Supplemental Building Inspections and Plan Review Services to C.A.P. Government, Inc., GFA International, Inc. d/b/a Universal Engineering Sciences, Inc., and Calvin, Giordano & Associates, Inc., and approve Professional Services Agreements for a three-year term with the option to renew for one additional two-year term with the awarded Consultants who will be utilized on an "as needed basis" with an annual expenditure not to exceed \$400,000 in the aggregate.

Requested Action: Staff recommends approval of Proposed Resolution No. R25-043.

Explanation of Request: The City intends to award a contract with an initial term of Three (3) Years with One (1) Two-Year Renewal period.

The City of Boynton Beach's Building Department requires qualified and experienced firms to provide supplemental services to cover staffing on an as-needed basis for building, electrical, mechanical, and/or plumbing inspection and plan review services in accordance with the requirements of Florida Statutes 468, Part XII "Building Code Administrators and Inspectors" Business Inspector, and Application Technicians.

On November 1, 2024, the City's Purchasing division issued a Request for Proposals (RFP) BD25-014R- Professional Services Agreement for Supplemental Building Inspections and Plan Review Services (Consultant) to establish qualified and experienced firms to perform fire, building, electrical, mechanical and/or plumbing inspections, and plan review services on an "as needed basis."

This RFP was issued to maintain good service and responsiveness for plan review for residential and commercial applications, review Business Use Certification for change in occupancy requirements, and inspection services for structures in which permits have been issued by the City of Boynton Beach. The RFP requested that respondents provide hourly costs for Single and Multi-Discipline Field Inspectors and Single and Multi-Discipline Plans Examiner. The building department can increase and decrease services to meet service demand by utilizing temporary personnel.

On December 10, 2024, the solicitation closed with six response packages to the RFP. Two of the proposal packages were deemed non-responsive. The City created an evaluation committee to review the proposals. On January 8, 2025, the City held a publicly posted open-to-the-public evaluation committee meeting where all remaining proposal packages were

reviewed. The Committee determined they would like to shortlist the top-ranked firms and requested presentations. The top-ranked firms were C.A.P. Government, Inc., GFA International, Inc. d/b/a Universal Engineering Sciences, Inc., and Calvin, Giordano & Associates, Inc.

On January 14, 2025, the evaluation committee received presentations from all three firms. As a result of the presentations, the evaluation committee decided collectively that it would be in the City's best interest to request approval from the commission to award contracts to all three firms that will be utilized on a rotating basis. Therefore, staff recommends the Mayor and Commission approve contracts to C.A.P. Government, Inc., GFA International, Inc. d/b/a Universal Engineering Sciences, Inc., and Calvin, Giordano & Associates, Inc. for three years with the option for one two-year renewal with a total annual expenditure not to exceed \$400,000 in the aggregate.

How will this affect city programs or services? By awarding to these three (3) vendors, the Building Department will be assured that there will be personnel available to provide immediate services as required.

Budgeted Item: Yes

Account Line Item and Description:

Funds will come from account numbers 130-2411-524.49-17 and 001-2211-522.49-17.

Fiscal Impact:

This is a budgeted item.

Attachments:

[R25-043 Agenda_Item_2662-](#)

[2025_Resolution_for_Suppl._Building_Inspections_to_CAP_Gov_t__GFA_Int_l__and_Calvin_](#)
[Exhibit A to Reso - BD25-014R - C.A.P. Government Inc.pdf](#)

[Exhibit B to Reso - BD25-014R - GFA International Inc dba UES.pdf](#)

[Exhibit C to Reso BD25-014R - CGA Signature.pdf](#)

[BD25-014R C.A.P. Government - Complete.pdf](#)

[BD25-014R - GFA Internationall- Complete.pdf](#)

[BD25-014R - Calvin Giordano&Assoc - Complete.pdf](#)

[BD25-014R - Supp Building Services - Final.pdf](#)

[CAP Gov - Sunbiz.pdf](#)

[GFA International - Sunbiz.pdf](#)

[CGA - Sunbiz.pdf](#)