



**City of Coral Gables
CITY COMMISSION MEETING
January 10, 2023**

ITEM TITLE:

A resolution accepting the recommendation of the Chief Procurement Officer to award RFQ 2022-016 for Plans Review and Building Inspection Services and negotiate a Professional Services Agreement (“Agreement”) with C.A.P. Government, Inc., J.E.M. Inspections & Engineering Services, Inc., M.T. Causley, LLC., and Universal Engineering Sciences, the four (4) responsive-responsible proposers, pursuant to Florida Statute 287.055, known as the “consultants competitive negotiation act”.

DEPARTMENT HEAD RECOMMENDATION:

Approval.

BRIEF HISTORY:

The City’s Development Services Department requires a pool of qualified professionals to provide plans review and building inspection services with the qualifications and ability to provide services in the following specialized areas: building inspector, roofing inspector, electrical inspector, plumbing inspector, elevator inspector, building plans examiner, electrical plans examiner, plumbing plans examiner, mechanical plans examiner, structural plans examiner, roofing plans examiner and zoning inspector/plans reviewer and geotechnical soils, foundation and materials for various areas.

On September 29, 2022, the Procurement Division of Finance formally advertised, issued, and distributed Plans Review and Building Inspection Services, Request for Qualifications (RFQ) 2022-016. Twenty (20) prospective proposers downloaded the RFQ package from Public Purchase, the City’s web-based e-Procurement service. The City’s intention is to award this contract based on two groups: Group 1 will be awarded for General Specialty Services and Group 2 will be awarded for Geotechnical Services.

On October 6, 2022, a non-mandatory pre-qualifications meeting was held with seven (7) prospective proposers in attendance: AE Assistance Group, Inc., C.A.P. Government, Inc., Delta Engineering, Douglas Wood Associates, Inc., J.E.M. Inspections & Engineering Services, Inc., Safe Built and Universal Engineering Sciences.

On October 25, 2022, four (4) firms submitted proposals in response to the RFQ: C.A.P. Government, Inc., J.E.M. Inspections & Engineering Services, Inc., M.T. Causley, LLC, and Universal Engineering Sciences.

On November 17, 2022, the Evaluation Committee convened to evaluate the four (4) responsive and responsible proposals and ranked the firms in the following order: General Specialty Group (Group 1), M.T. Causley, LLC, (top ranked), C.A.P. Government, Inc., (second ranked) and J.E.M. Inspections & Engineering Services, Inc., (third ranked); and Geotechnical Group (Group 2), Universal Engineering Sciences.

The Chief Procurement Officer recommends accepting the Evaluation Committee’s recommendation to award and negotiate an agreement with C.A.P. Government, Inc., J.E.M. Inspections & Engineering Services, Inc., M.T. Causley, LLC., and Universal Engineering Sciences for an initial period of three (3) years with the option to renew for two (2) additional one (1) year periods, exercisable at the option of the City Manager in an amount not to exceed the available budget.

FINANCIAL INFORMATION:

No.	Amount	Account No.	Source of Funds
	Limited to Avail \$\$	001-1210-524-31-90	Building Division

ATTACHMENT(S):

1. Resolution