



November 4, 2021

City of Parkland
6600 University Drive
Parkland, Florida 33067

RE: Building Plan Examination and Inspection Services RFP # 2021-16

To Whom It May Concern:

C.A.P. Government, Inc. (CAP) submits its response to the City of Parkland's **Request for Proposal (RFP #2021-16)** to provide **Building Plan Examination and Inspection Services**, referenced above. We thoroughly understand the scope of services and hereby submit our electronic response to this RFP.

CAP has been outsourcing professional services to governmental agencies in South Florida for over thirty-two (32) years. **More importantly CAP is proud that we have provided Building Department services effectively and efficiently to the residents and stakeholders of the City of Parkland since 2008.**

Our corporate philosophy of delivering services is by creating a positive customer experience without sacrificing accuracy, efficiency and transparency. We believe that this complements the City's desire for the Building Department customers. As you review our package, we call to your attention the following points:

- **Qualifications.** CAP was established in 1989 and in 1992 we pioneered the outsourcing of Building Department Service to the newly formed Village of Key Biscayne. We currently serve over sixty-five (65) municipalities and five (5) educational clients throughout Florida.
- **Staff Availability.** CAP has over two hundred (200) employees who are fully qualified and licensed by the State of Florida Department of Business and Professional Regulations and the local Board of Rules and Appeals (BORA). They are available to provide plans review, inspections and permit administration.
- **Location.** Our Broward Corporate office, (100 SE 12th Street) is less than 50 miles from the City of Parkland's City Hall. We can draw resources and dispatch our staff from multiple client municipalities and various offices throughout South Florida. As we continue to expand the implementation and use of our Electronic Plans Review (ERP) software, our "location" is anywhere we have access to the internet.
- **Technology.** Our commitment to providing exceptional service led us to the development and implementation of our Electronic Plans Review (ERP) software. Since 2013 CAP has been investing, developing, and implementing an EPR platform that allows our Plans Examiners to electronically access work "**real-time**", maintaining efficiency and accuracy. Our EPR services expedite the review and approval process taking full advantage of current technologies. This software has been successfully used on our reviews of projects for our educational clients and municipalities.

We commit to deliver efficient, cost-effective and quality solutions to the City by maintaining the necessary resources to provide the services required in the Scope of Services. Our experience and qualifications meet or exceed the requirements and expectations listed in the RFP.

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In closing, let me offer some facts that we believe set us apart from our competition. In the documentation that follows, **you will find that CAP has a unique understanding of the work to be done and we hereby commit to perform the work within the required time period.** In the statements that follow, **we believe that we will show why we are the best qualified firm to perform this engagement.** No other Company in South Florida can measure up to these number of years, number of clients and number of employees dedicated to these services.

Why us, by the numbers?

32	Years in Business (Est.1989)
29	Years Outsourcing Building Services Exclusively to the Government
13	Municipal Clients - Full service
52	Municipal Clients - Supplemental Services (Similar to this RFP)
5	Educational Clients
70	Total Building Department Outsourcing Clients
13	Years with the City of Parkland
16	Years with the City of Weston
16	Years with the Town of Cutler Bay
26	Years with the City of Aventura
1	Broward County Headquarters located in Fort Lauderdale
5	Years providing Electronic Plan Review (EPR)
200 +	Employees dedicated to outsourcing Building Services

Finally, C.A.P. Government, Inc. (CAP) has been providing Building Department services to the City of Parkland for the past thirteen (13) years. **We are available at the City's request for an interview during the City's selection process. CAP hereby confirms that our proposal is a firm and irrevocable offer for ninety (90) days from the date of the Proposal opening.**

If given the opportunity, **we will continue to provide and improve** the high level of Building Department Services that is expected and required by the City of Parkland and its residents. If you need any additional information, or wish to discuss this proposal further, please contact me at 305.458.6000.

Very truly yours,
C.A.P. Government, Inc.



Carlos A. Penin, PE
President



AUTHORIZED REPRESENTATIVE

Carlos A. Penin, PE
President

343 Almeria Avenue
Coral Gables, FL 33134
Cell: 305.458.6000

cap@capfla.com

List of ongoing service contracts with their current status

FULL BUILDING DEPARTMENT				
Entity	Address	Service	On-Going	Contact
City of Aventura	19200 W. Country Club Dr., Aventura, FL 33180	Full Building Department	1995	Ronald J. Wasson City Manager rwasson@cityofaventura.com 305.466.8910
Town of Cutler Bay	10720 Caribbean Blvd. Cutler Bay, FL 33189		2005	Rafael G. Casals Town Manager rcasals@cutlerbay-fl.gov 305.234.4262
City of Weston	17200 Royal Palm Blvd. Weston, FL 33326		2005	Donald P. Decker City Manager ddecker@westonfl.org 954.385.2000
Village of El Portal	500 NE 87 Street El Portal, FL 33138		2004	Christia Alou Village Manager villagemanager@villageofelportal.org 305.795.7880
Town of Southwest Ranches	13400 Griffin Road Southwest Ranches, FL 33330		2006	Andy Berns Town Administrator aberns@southwestranches.org 954.434.0008
City of South Bay	335 SW 2 Avenue South Bay, FL 33493		2010	Leondrae Camel City Manager camell@southbaycity.com 561.996.6751
City of Wilton Manors	2020 Wilton Drive Wilton Manors, FL 33305		2011	Leigh Ann Henderson City Manager lhenderson@wiltonmanors.com 954.390.2120
Town of Lauderdale- by-the- Sea	4501 N Ocean Drive Lauderdale-by-the Sea, FL 33180		2011	Linda Connors Interim Town Manager townmanager@lbts-fl.gov 954.640.4204
North Bay Village	1666 Kennedy Causeway North Bay Village, FL 33141		2013	Ralph Rosado Village Manager RRRosado@nbvillage.com 305.756.7171 ext. 24
City of Pahokee	207 Begonia Drive Pahokee, FL 33476		2015	Jongelene Adams Interim City Manager 561.360.0079
Town of Briny Breezes	4802 North Ocean Blvd. Briny Breezes, FL 33435		2016	William Thrasher Town Manager William Thrasher bbmanager1963@yahoo.com 561.272.5495
City of Belle Glade	110 Martin Luther King Jr., Blvd W. Belle Glade, FL 33430		2017	Lomax Harrelle City Manager 561.996.0100
City of West Park	1965 South State Road 7 West Park, FL 33023		2017	W. Ajibola Balogun City Manager abalogun@cityofwestpark.org 954.989.2688

List of ongoing service contracts with their current status

SUPPLEMENTAL				
Entity	Address	Service	On-Going	Contact
City of Lauderdalehill	5581 W. Oakland Park Lauderhill, FL 33313	Supplemental Plans Review & Inspections	2005	Desorae Giles-Smith City Manager dgiles@lauderdalehill-fl.gov 954.730.3002
City of Fort Lauderdale	100 North Andrews Avenue, Fort Lauderdale, FL 33301		2006	Chris Lagerbloom City Manager clagerbloom@fortlauderdale.gov 954.828.5013
City of North Miami Beach	17011 NE 19 Avenue N. Miami Beach, FL 33162		2007	Arthur H. Sorey, III City Manager arthur.sorey@citynmb.com 305.948.2900
City of Parkland	6600 University Drive Parkland, FL 33067		2008	Nancy Morando City Manager nmorando@cityofparkland.org 954.757.4127
City of Miami Beach	1700 Convention Center Drive Miami Beach, FL 33139		2009	Alina T. Hudak City Manger AlinaHudak@miamibeachfl.gov 305.673.7010
City of Hallandale Beach	400 South Federal Highway Beach, FL 33009		2012	Dr. Jeremy Earle City Manager City_Manager_Office@cohb.org 954.457.1300
Town of Davie	6591 Orange Drive Davie, FL 33314		2012	Richard J. Lemack Town Administrator richard_lemack@davie-fl.gov 954.797.1034
Village of Biscayne Park	600 NE 114 Street Biscayne, FL 33161		2012	Mario Diaz Village Manager villagemanager@biscayneparkfl.gov 305.899.8000
City of Oakland Park	3650 NE 12 Avenue Oakland Park, FL 33334		2012	David Hebert City Manager DavidH@oaklandparkfl.gov 954.630.4596
City of Doral	8401 NW 53 Terrace Doral, FL 33166		2013	Hernan Organvitez Interim City Manager Hernan.Organvitez@cityofdoral.com 305.593.6697
Village of Bal Harbour	655-96 th Street Bal Harbour, FL 33154		2013	Jorge M. Gonzalez Village Manager manager@balharbourfl.gov 305.866.4633
City of Hollywood	2600 Hollywood Boulevard Hollywood, FL 33020		2013	Wazir Ishmael City Manager wishmael@hollywoodfl.org 954.921.3201
Village of Pinecrest	13645 Pinecrest Parkway Pinecrest, FL 33156		2014	Yocelyn Galiano Village Manager ygaliano@pinecrest-fl-gov 305.234.2121

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Entity	Address		On-Going	Contact
City of Coconut Creek	4800 West Copans Road Coconut Creek, FL 33063	Supplemental Plans Review & Inspections	2014	Karen Brooks City Manager kbrooks@coconutcreek.net 954.973.6720
City of Coral Gables	405 Biltmore Way, First Floor Coral Gables, FL 33134		2015	Peter Iglesias, PE City Manager piglesias@coralgables.com 305.460.5202
City of Boynton Beach	100 E. Ocean Avenue Boynton Beach, FL 33435		2014	Lori LaVerriere City Manager LaVerrierEL@bbfl.us 561.742.6010
City of Coral Springs	9500 West Sample Rd. Coral Springs, FL 33065		2015	Frank Babinec City Manager fbabinec@coralsprings.org 954.344.1142
City of Delray Beach	100 NW 1 Avenue Delray Beach, FL 33444		2015	Brenda Vega City Manager vegab@mydelraybeach.com 561.243.7015
City of Greenacres	5800 Melaleuca Lane Greenacres, FL 33463		2015	Andrea McCue City Manager cm@greenacresfl.gov 561.642.2017
City of Naples	735 8 th Street South Naples, FL 34102		2015	Dana Souza Interim City Manager dsouza@naplesgov.com 239.213.1030
Town of Palm Beach	360 South County Road Palm Beach, FL 33480		2015	Kirk Blouin Town Manager kblouin@townofpalmbeach.com 561.838.5410
Village of Wellington	12300 Forest Hill Boulevard Wellington, FL 33141		2015	Jim Barnes Village Manager jbarnes@wellingtonfl.gov 561.791.4085
City of Dania Beach	100 W. Dania Beach Blvd. Dania Beach, FL 33004		2016	Ana Garcia City Manager agarcia@daniabeachfl.gov 954.924.6800 ex.3610
City of Miami	3500 Pan American Dr. Miami, FL 33133		2016	Arthur Noriega City Manager anoriega@miamigov.com 305.250.5400
City of Riviera Beach	600 West Blue Heron Blvd. Riviera Beach, FL 33404		2016	Jonathan Evans City Manager citymanagersoffice@rivierabeach.org 561.812.6590
City of West Palm Beach	401 Clematis Street West Palm Beach, FL 33401		2016	Keith James Mayor KJames@wpb.org 561.822.1200

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Entity	Address		On-Going	Contact
Palm Beach County	50 South Military Trail West Palm Beach, FL 33145	Supplemental Plans Review & Inspections	2016	Verdenia C. Baker County Administrator public@co.palm-beach.fl.us 561.355.6726
Village of Islamorada	86800 Overseas Highway Islamorada, FL 33036		2016	Maria Bassett Village Manager maria.bassett@islamorada.fl.us 305.664.6445
City of Marco Island	50 Bald Eagle Drive Marco Island, FL 34145		2017	Raul Perez Building Official rperez@cityofmarcoisland.com 239.389.5000
Town of Pembroke Pines	3150 SW 52nd Ave. Pembroke Park, FL 33023		2017	Charles F. Dodge Town Manager cdodge@ppines.com 954-450-1040
Town of Fort Myers Beach	2525 Estero Boulevard Fort Myers Beach, FL 33931		2018	Roger Hernstadt Town Manager Roger@fmbgov.com 239.765.0202
Village of Palm Springs	226 Cypress Lane Palm Springs, FL 33461		2018	Richard J. Reade Village Manager 561.965.4011
Sarasota County	1001 Sarasota Center Sarasota, FL 34240		2018	Guy McCauley Building Official cswenney@scgov.net 941.861.6343
City of Homestead	100 Civic Court Homestead, FL 33030		2018	Joseph M. Corradino Development Services jcorradino@cityofhomestead.com 305.224.4529
Town of Highland Beach	3614 South Ocean Blvd. Highland Beach, FL 33487		2018	Marshall Labadie Town Manager bco@highlandbeach.us 561.278.4548
City of Lake Worth Beach	7 North Dixie Highway Lake Worth, FL 33460		2018	Michael Bornstein City Manager 561.586.1689
City of Lake Wales	201 W Central Avenue Lake Wales, FL 33853		2018	James Slaton City Manager mbennett@lakewalesfl.gov 863.678.4182
Village of Key Biscayne	88 West McIntyre Street Key Biscayne, FL 33149		2019	Steve Williamson Village Manager manager@keybiscayne.fl.gov 305.365.5514
Village of Royal Palm Beach	1050 Royal Palm Beach Blvd. Royal Palm Beach, FL 33411		2019	Raymond C. Liggins Village Manager rliggins@royalpalmbeach.com 561.790.5103
Town of Jupiter	210 Military Trail Jupiter, FL 33458		2019	Matt Benoit Town Manager tm@jupiter.fl.us 561.741.2214

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Entity	Address		On-Going	Contact
City of Fort Pierce	100 N U.S. Highway 1 Fort Pierce, FL 34950	Supplemental Plans Review & Inspections	2019	Nick Mimms City Manager 772.465.4170
City of North Port	4970 City Hall Boulevard North Port, FL 34286		2019	Jason Yarborough Assistant City Manager plear@cityofnorthport.com 941.429.7076
City of Clewiston	115 W Ventura Avenue Clewiston, FL 33440		2019	Randy Martin City Manager Randy.Martin@clewiston-fl.gov 863.983.1484
City of Cocoa	65 Stone Street Cocoa, FL 32922		2019	Charlene Neuterman Deputy Director cneuterman@cocoafll.org 321.433.8509
City of Sanibel	800 Dunlop Road Sanibel, FL 33957		2019	Judith A. Zimomra City Manager citymanager@mysanibel.com 239.472.3700
Town of Loxahatchee Groves	155 F Road Loxahatchee Groves, FL 33470		2019	Jamie Titcomb Town Manager Jtitcomb@loxahatcheeegrovesfl.gov 561.793.2418
Village of Tequesta	345 Tequesta Drive Tequesta, FL 33469		2019	Jeremy Allen Village Manager 561.768.0460
Town of Pembroke Park	3150 SW 52 Avenue Pembroke Park, FL 33023		2017	JC Jimenez Town Manager jcjimenez@tpfll.gov 954.966.4600 ext. 220
City of Plantation	401 NW 70 Terrace Plantation, FL 33317		2020	William Gale Director / Building Official 954.797.2250
Town of Lake Park	535 Park Avenue Lake Park, FL 33403		2020	Vivian Mendez Town Clerk townclerk@lakeparkflorida.gov 561.881.3311
City of Gainesville	200 East University Ave Gainesville, FL 32601		2021	Gayle Dykeman Procurement Specialist dykemangb@cityofgainesville.org 352.393.8789
City of Panama City Beach	17007 Panama City Beach Parkway Panama City Beach, FL 32413		2021	Mark McWaters Building Official mark.mcwaters@pcbfl.gov 850.233.5100

List of ongoing service contracts with their current status

EDUCATIONAL CLIENTS				
Entity	Address	Service	On-Going	Contact
Miami Dade College	11011 SW 104 Street Miami, FL 33176	<u>Plans Review & Inspections</u>	2007	Leo Bobadilla Vice Provost lbobadi1@mdc.edu 305.237.2423
Florida International University	11555 SW 17 Street Miami, FL 33199		2007	John Cal Vice President John.Cal@fiu.edu 305.348.4085
Miami-Dade School Board	12525 NW 28 Avenue Miami, FL 33167		2006	Raul F. Perez Chief Facilities Design & Construction Officer RPerez6@dadeschools.net 305.995.1401
School Board of Broward County	2301 NW 26 Street Oakland Park, FL 33311		2014	Perla M. Tarrau-Ayala Building Official perla.tarrau_ayala@browardschools.com 754.321.4800
School District of Palm Beach County	3661 Interstate Park Road North Riviera Beach, FL33404		2018	Thomas Hogarth Building Director thomas.hogarth@palmbeachschools.org 561.383.2028
University of Miami	1400 NW 10 th Avenue Miami, FL 33136		2019 - 2020	Vilma Diaz Facilities Ops. & Planning v.diaz1@miami.edu 305.243.9194