



Proposal Response  
**PLAN REVIEW & INSPECTION SERVICES**  
TOWN OF HIGHLAND BEACH



Grounded in Excellence

Date: August 3, 2023

Attention: Town of Highland Beach  
Building Department  
Mr. Jeff Remas - Building Official  
3614 S Ocean Boulevard  
Highland Beach, FL 33487

Reference: Proposal Request - Plan Review Services

Dear Mr. Remas:

GFA International, Inc., (GFA) dba Universal Engineering Sciences (UES) truly appreciates the opportunity to present our services and experience in response to the Town's request for Plans Review Services. We have a firm understanding of the scope outlined within and are confident that our capabilities and experience position UES as the ideal firm to execute said scope. We have served various clientele within Palm Beach County in a variety of ways since 1998, and we are eager to build upon our relationship in support of Highland Beach's needs and vision.

In early 2020, GFA International, Inc. (GFA) and Universal Engineering Sciences, Inc. strategically merged, forming the UES Family of Companies—the largest, most experienced, resource-rich organization of its kind in the nation. This union has grown to include more than 12 other companies across the nation, from the Carolinas to California.

It is important to note that the leadership, personnel, and most importantly, the exemplary service typical of all companies included in the Universal Family of Companies remains unchanged. That being said, the increase in fleet, personnel, and technology will significantly benefit all clients associated with UES.

UES has over 70 fully operational and fully-staffed branches spanning the U.S., with 19 located in Florida. These strategically situated offices meet our clients' needs by providing local expert knowledge and solutions unique to the region. The wide distribution of our resources also means that we are able to rapidly respond to our clients and immediately allocate equipment and manpower.

Each office is staffed with dedicated professionals who are familiar with the region's geographic conditions, state, county, and city regulations, and who have developed strong working relationships with local specialized subconsultants and vendors.

Our team has decades of experience providing expert plans reviews for clientele and complex projects of all sizes, including municipalities similar to the Town of Highland Beach. Our team's technical expertise, our specialized training, fleet of equipment, and wide scope of capabilities has assisted our clients in finding solutions to difficult and intricate challenges on various projects.

Our mission is to provide the Town with cost-effective, efficient, and accurate Plans Review Services. Integrity is the keystone of our business relationship with all of our clients.

We understand that Town consultants must be appropriately qualified, licensed, and be an experienced vendor fully capable of providing review of building, plumbing, electrical, mechanical, gas, and structural plans in accordance with the requirements of all applicable codes and ordinances.

Furthermore, we recognize the individuals performing these duties must possess a minimum of five years' construction industry experience, as well as valid licenses in good standing with the Department of Business and Professional Regulation. We also understand this contract will include one full-time inspector/plans examiner for 40 hours per week, based on the Town's needs.

When you work with UES, you'll be interacting with industry professionals who pride themselves on the highest level of integrity, dependability, ethics, and quality of work who are also exceptionally innovative, dynamic, and responsive. We want our clients to think of UES as an extension of their organizations and their trusted advisors.

### **AUTHORIZED REPRESENTATIVE/VENDOR SERVICE REPRESENTATIVE**

Scott H. Wood, CBO, CFM  
South Florida Building Inspection Manager  
1215 Wallace Drive  
Delray Beach, FL 33444  
P: (561) 788-1757  
E: swood@teamues.com

Scott Wood, CBO, CFM, will serve as Project Manager for this contract. He will assign personnel as projects are awarded and will oversee each project personally. Scott will be involved in ensuring reviews are performed according to the scope of services and in developing the budget for each.

Our Delray Beach office has a network of support from our other South Florida offices, including Miami, West Palm Beach, Fort Myers, Clewiston, and Port St. Lucie.

Our Principals have thoroughly reviewed and understood this RFP, its related documents, and the anticipated scope of work. This Request for Proposal package has been made without collusion with any other person or entity submitting a proposal pursuant to this RFP. UES attests that the information provided in this RFP response is complete, current, and factual.

Our team is ready to serve as an extension of your staff, and we will represent the Town of Highland Beach in the best possible way. UES' reputation, facilities, and culture attract some of the industry's most experienced and knowledgeable professionals. Many of our staff have been with the company for 10 years or more. An unmistakable passion for excellence is ever-present, as is a camaraderie and eagerness to teach, learn, and contribute to our clients' success.

On behalf of our entire team, we would like to thank you for this opportunity, your time, and consideration. We look forward to working with the Town of Highland Beach and providing reliable plan reviews throughout this contract and beyond. If you need to contact us for any reason, please feel free to contact the undersigned.

Respectfully,  
GFA International, Inc., dba Universal Engineering Sciences



Scott Wood, CBO, CFM -  
South Florida Building Inspections  
Department Manager  
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swood@teamues.com  
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Delray Beach, FL 33444

# **Price Schedule Proposal**

## PRICE SCHEDULE

Service	Rate
Building Inspector and Plans Examiner- Single Trade	\$75.00 per hour
Building Inspector and Plans Examiner – BMEP	\$85.00 per hour
Overtime - Building Inspector/Plans Examiner	\$150.00 per hour* *reflects hours worked beyond 40 during the week, and weekend inspections as required
Building Official	\$105.00 per hour
Permit Technician	\$50.00 per hour
Overtime - Permit Technician	\$75.00 per hour



[teamues.com](http://teamues.com)