

EXECUTIVE BRIEF REGULAR MEETING

AGENDA DATE: August 16, 2022

DEPARTMENT: Community Sustainability

TITLE:

Annual contracts for Building Division inspections, plan reviews, code compliance inspections, and other building services with C.A.P. Government, Inc., GFA International and Hy-Byrd, Inc.

SUMMARY:

Request for approval of contracts with three private services consultants to provide field inspections, plan reviews, code compliance inspections and other related building services on an as needed basis for three (3) years for the City's Building Division within the Community Sustainability Department.

BACKGROUND AND JUSTIFICATION:

Through a competitive procurement process as advertised under Request for Proposals (RFP) No. 22-204 Building Inspections and issued on March 20, 2022, the City of Lake Worth Beach solicited proposals from qualified firms or individuals to provide building inspections, plan reviews, code enforcement inspections and building official services. Three proposals were received. All three provided complete, responsive proposals. An evaluation committee met on May 25, 2022 to review and evaluate the proposals and recommended that standing contracts with all three (3) consultants would be appropriate. The professional services being sought will provide, on an as needed basis, field inspections, review of plans for building code compliance in the disciplines of building, electrical, mechanical and plumbing and building official services as well as code compliance inspections. The evaluation matrix for the RFP solicitation is provided as an attachment.

These are the initial contracts for three (3) year terms that allow for two (2), one (1) year extensions with each of these providers. The contracts will cover services for Fiscal Years 2023, 2024 and 2025. During each fiscal year, each provider individually will be limited to an expenditure not to exceed \$75,000. Collectively, the expenditure for all three (3) is not to exceed \$200,000.

MOTION:

Move to approve/disapprove contracts with C.A.P. Government, Inc., GFA International and Hy-Byrd, Inc.

ATTACHMENT(S):

Fiscal Impact Analysis
Signed Contracts
RFP Evaluation Matrix

