

**Council Members**

Roger Manning-Mayor  
Katrina Long Robinson-Vice Mayor  
John Stanavitch-Seat 1  
Kara Crump-Seat 2  
Phillip Everett-Seat 3



**City of Westlake**

4001 Seminole Pratt Whitney Rd.  
Westlake, Florida 33470  
Phone: 561-530-5880  
Fax: 561-790-5466

**Regular Meeting**

**Monday, October 10, 2016**

**Meeting Location**

**Westlake Council Chambers**

**4005 Seminole Pratt-Whitney Road**

**Westlake, FL 33470**

**7:00 PM**

*PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision made by the City Council with respect to any matter considered at this meeting or hearing, such interested person will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The meeting/hearing may be continued to another date and time as may be found necessary during the aforesaid meeting. In accordance with the provisions of the Americans with Disabilities Act (ADA), any person requiring special accommodations at these meetings because of disability or physical impairment should contact the Interim City Manager at (954)753-5841 at least two (2) calendar days prior to the meeting.*

## Council Members

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## City of Westlake

4001 Seminole Pratt Whitney Rd.  
Westlake, Florida 33470  
Phone: 561-530-5880  
Fax: 561-790-5466

October 7, 2016

City Council  
City of Westlake

Dear Mayor and Council:

A regular meeting of the City Council of the City of Westlake will be held Monday, October 10, 2016 at 7:00 p.m. at the Westlake Council Chambers, 4005 Seminole Pratt Whitney Road, Westlake, Florida. Following is the advance agenda for the meeting.

1. Call to Order / Roll Call
2. Pledge of Allegiance
3. Approval of Agenda
4. Audience Comments on Agenda Items (3) Minute Time Limit
5. Approval of Minutes of the September 26, Meeting
6. Consideration of Contract with Nova for Building Inspection Services, Resolution 2016-12 (Action Item)
7. City Manager's Update
8. City Attorney's Update
9. Audience Comments on Other Items (3) Minute Time Limit
10. Adjournment

Any additional supporting material for the items listed above, not included in the agenda package, will be distributed at the meeting. Staff will present their reports at the meeting. I look forward to seeing you, but in the meantime if you have any questions, please contact me.

Sincerely,

*Kenneth Cassel*

Kenneth G. Cassel  
Interim City Manager

cc: Pam E. Booker, Esq  
Terry Lewis

John Carter  
Johnnie Easton

## **Fifth Order of Business**

**MINUTES OF REGULAR MEETING  
CITY OF WESTLAKE**

The regular meeting of the City Council of the City of Westlake was held on Monday, September 26, 2016 at 7:00 p.m. at the Westlake Community Center, 4005 Seminole-Pratt Whitney Road, Westlake, Florida.

Present and constituting a quorum were:

Roger Manning	Mayor
Katrina Long-Robinson	Vice Mayor
John Stanavitch	City Council Seat 1
Kara Crump	City Council Seat 2
Phillip Everett	City Council Seat 3

Also present were:

Kenneth Cassel	Interim City Manager
Pam E. Booker, Esq.	Interim City Attorney

*The following is a summary of the minutes and actions taken during the September 26, 2016 City of Westlake Council Meeting.*

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mayor Manning called the meeting to order and Mr. Cassel called the roll.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Approval of Agenda**

On MOTION by Councilman Everett seconded by Councilman Stanavitch with all in favor the agenda was approved.

**FOURTH ORDER OF BUSINESS**

**Audience Comments on Agenda Items (3)  
Minute Time Limit**

The following comments were made:

- Mr. Eric Ramirez addressed the Board regarding the trees being cleared. He suggested they be donated and indicated he would accept them as the landscape manager for Lion Country Safari. Mr. John Carter stated they are working on noticing surplus items and agreed to speak to Mr. Eric Ramirez regarding the trees.

- Mr. Ronald Jarriel, Councilman for Loxahatchee Groves, introduced himself and stated he would like to work together for the betterment of the area. He also complimented Inspector General Carey for doing an outstanding job.

**FIFTH ORDER OF BUSINESS**

**Presentation by Inspector General – John A. Carey**

Inspector General Carey provided the Council with a presentation regarding his role within the structure of Palm Beach County and how his office interfaces with cities.

Ms. Nilsa Zacarias of NZ Consultants introduced herself to the Council.

**SIXTH ORDER OF BUSINESS**

**Approval of the Minutes of the September 12, 2016 Meeting**

There being no questions or comments,

On MOTION by Councilwoman Crump seconded by Vice Mayor Long Robinson with all in favor the minutes of the September 12, 2016 meeting were approved.

**SEVENTH ORDER OF BUSINESS**

**Approval of Financials Dated August 31, 2016**

**A. Approval of Payment to Severn Trent Services for Services Provided Outside the Contract in the Amount of \$5,000**

Ms. Booker reviewed a memorandum regarding services provided by Severn Trent Services.

On MOTION by Councilman Everett seconded by Councilwoman Crump with all in favor payment to Severn Trent Services for services provided in the amount of \$5,000 was approved.

Mr. Cassel provided the Council with a revised financial report and indicated the dates were wrong on pages three and four of the financial report included in the agenda package.

On MOTION by Councilman Stanavitch seconded by Councilman Everett with all in favor the financial report dated August 31, 2016 was approved.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 08-2016, Appointing City Manager (Action Item)**

Mr. Cassel read Resolution 08-2016 by title only.

On MOTION by Councilman Stanavitch seconded by Vice Mayor Long Robinson with all in favor Resolution 08-2016, appointing Mr. Ken Cassel as City Manager, was adopted.

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 09-2016, Appointing City Attorney (Action Item)**

Mr. Cassel read Resolution 09-2016 by title only.

On MOTION by Councilman Everett seconded by Councilwoman Crump with all in favor Resolution 09-2016, appointing Ms. Pam Booker as City Attorney, was adopted.

**TENTH ORDER OF BUSINESS**

**Consideration of Resolution 10-2016, Appointing City Clerk (Action Item)**

Mr. Cassel read Resolution 10-2016 by title only.

On MOTION by Councilwoman Crump seconded by Vice Mayor Long Robinson with all in favor Resolution 10-2016, appointing Ms. Sandra Demarco as City Clerk, was adopted.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 11-2016, Adopting the Final Budget for Fiscal Year 2017 (Action Item)**

Mr. Cassel read Resolution 11-2016 by title only.

On MOTION by Vice Mayor Long Robinson seconded by Councilman Stanavitch with all in favor Resolution 11-2016, adopting the final budget for Fiscal Year 2017, was adopted.

**TWELFTH ORDER OF BUSINESS**

**Ordinance 2016-3, Establishing a Planning and Zoning Board – First Reading**

Ms. Booker reviewed Ordinance 2016-3, which will establish a local planning agency pursuant to Chapter 163.3174, Florida Statutes.

Mr. Rick Olson, who has volunteered to serve as a volunteer alternate to the Board, introduced himself and provided a background of his qualifications as an engineer.

On MOTION by Councilman Stanavitch seconded by Mayor Manning with all in favor the first reading of Ordinance 2016-3 was approved.

**THIRTEENTH ORDER OF BUSINESS                      Meeting Schedule for Fiscal Year 2017**

Mr. Cassel reviewed the proposed meeting schedule, which is the second Monday of every month as indicated in the Rules of Council.

On MOTION by Vice Mayor Long Robinson seconded by Councilwoman Crump with all in favor the meeting schedule was approved.

**FOURTEENTH ORDER OF BUSINESS                      Interim City Manager’s Report**

Mr. Cassel reported the following:

- Staff is moving forward with developing planning and zoning codes for the City as well as verifying they are compliant with County codes.
- SID is moving forward with widening of Seminole Pratt Whitney Road.

**FIFTEENTH ORDER OF BUSINESS                      Audience Comments on Other Items (3)  
Minute Time Limit**

The following comments were made:

- Mr. Ronald Jarriel commented on how well the Council ran their meeting.
- Ms. Gina Levesque of the Commission of Ethics addressed the Council and would like to provide a presentation to the Council at a future meeting.
- Ms. Christine Schwartz requested backup for the agenda items.

**SIXTEENTH ORDER OF BUSINESS                      Adjournment**

There being no further business, the meeting adjourned at 8:02 p.m.

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Kenneth Cassel  
Interim City Manager

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Roger Manning  
Mayor

## **Sixth Order of Business**



**MEMORANDUM**

To: Mayor Roger Manning  
City Council Members

From: Pam E. Booker, City Attorney  
Ken Cassel, City Manager

Date: October 7, 2016

Subject: Professional Building Services Contract  
with Nova Engineering and Environmental, LLC

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The City Council at the last meeting provided direction to the City Manager to negotiate a contract for professional building services. The City Manager opted to “piggyback” an existing contract with another municipality, which municipality has gone through the competitive bid process for the selection of a vendor. The bid process was within the last year and the contract has been extended and is still in existence. The City of Ft. Lauderdale went out for a request for proposals for inspection and plan examination services. The contract was awarded to three firms which submitted proposals.

Nova was one of the firms selected to provide inspection and plan review services. A copy of the RFP, the response to the RFP, and the executed contract is being incorporated into the contract with the City of Westlake. The score sheets utilized by staff in the City of Ft. Lauderdale are also attached for your reference. There are a few modifications to the existing contract. First, the term of the agreement, was for one year with the option to renew. The term has been changed to reflect a two -year term, with the option to renew for one additional year. Second, the termination provision has been modified. Third, the venue was changed to reflect Palm Beach County. The fee schedule is the same for the scope of services. Nova will be providing services on an hourly fee basis. Piggybacking is allowed, in order to save time and/or reduce costs, when the contact is with another governmental entity, the contact is recent and it was competitively bid. This contract meets the criteria.

Nova will provide professional building services similar to those which would be provided by a City Building official in a typical municipality, including construction plan review, permit application review, building inspection review and assistance with drafting provisions of the city’s code of ordinances and presentations to the City Council as needed. We recommend approval of the attached agreement for professional building services. Should you have any questions or need additional information, please do not hesitate to contact us for more information.

OCTOBER 10, 2016

## **RESOLUTION 2016-12**

**A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH NOVA ENGINEERING AND ENVIRONMENTAL, LLC, FOR PROFESSIONAL BUILDING DEPARTMENT AND INSPECTION SERVICES FOR THE CITY OF WESTLAKE, PROVIDING FOR IMPLEMENTATION AND PROVIDING FOR AN EFFECTIVE DATE.**

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**WHEREAS**, the City of Westlake is a newly incorporated municipality in Palm Beach County, Florida as of June 20, 2016, and the City does not intend to have employees, but intends to have contract service providers for governmental services; and

**WHEREAS**, a component of local government functions requires a City Building Official to provide review of applications, review of building projects, and review of building plans for consistency with the Florida Building Code as part of the normal building department services provided by local governments; and

**WHEREAS**, the City of Westlake is in need of building department, building official and inspection services for the City of Westlake and the firm of Nova Engineering and Environmental, LLC, has an existing "Inspection and Plan Examination" services contact with the City of Ft. Lauderdale; and

**WHEREAS**, the City of Westlake hereby waives the solicitation of requests for qualifications/bids for the provision of building official and inspection services, by electing to utilize the existing contract for services between the City of Ft. Lauderdale and Nova Engineering & Environmental; and

**WHEREAS**, the City of Ft. Lauderdale entered into the agreement with Nova Engineering & Environmental services, through a competitive solicitation process and awarded the contract to three vendors, including Nova Engineering, which contract is still valid; and

**WHEREAS**, the City Council for the City of Westlake hereby gives authorization to the City Manager to enter into an agreement for professional building department and inspection services with the firm of Nova Engineering and Environmental, LLC; and

**WHEREAS**, the City Council desires to formalize the agreement for professional building and inspection services pursuant to the terms and conditions of the Agreement provide herein.

**NOW THEREFORE**, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA:

**Section 1:** Recitals. The foregoing recitals are confirmed, adopted and incorporated herein and made a part hereof by this reference.

**Section 2:** Authorization: The City Manager is hereby authorized to enter into an Agreement as attached hereto as Exhibit "A", with Nova Engineering & Environmental, LLC for the provision of professional building and inspection services, including but not limited to acting as City Building Official, review of building plan applications, providing inspection services, preparation of reports and any other services as requested by the City Manager.

**Section 3:** Severability: Should the provisions of this ordinance be declared to be severable and if any section, sentence, clause or phrase of this ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this ordinance but they shall remain in effect, it being the legislative intent that this ordinance shall remain notwithstanding the invalidity of any part.

**Section 4:** Effective Date: That this resolution shall take effect immediately upon its adoption.

PASSED AND APPROVED by the City Council for the City of Westlake, Florida on this \_\_\_\_\_ day of October, 2016.

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Roger Manning, Mayor  
City of Westlake

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Sandra Demarco, City Clerk

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Approved as to Form and Sufficiency  
Pam E. Booker, City Attorney

**AGREEMENT BETWEEN THE CITY OF WESTLAKE  
AND  
NOVA ENGINEERING AND ENVIRONMENTAL, LLC**

THIS AGREEMENT made and entered into this \_\_\_\_\_day of October, 2016 by and between, the City of Westlake (“CITY”), a municipality, located in Palm Beach County, Florida and whose address is 4001 Seminole Pratt Whitney Road, Loxahatchee, Florida 33470, and Nova Engineering and Environmental, LLC, consultants and engineers whose address is 4350 Oakes Road, Suite 518, Fort Lauderdale, Florida 33314 (“NOVA”), the parties agree to enter into a “piggyback” contract with modifications as contained herein, all other provision in the agreement not modified herein, remain in full force and effect.

**RECITALS**

**WHEREAS**, the City was incorporated on June 20, 2016, and whereas the City does not intend to have employees of the City, but intends to enter into contract service agreements to provide traditional municipal services to the City of Westlake; and

**WHEREAS**, the City is electing to waive the competitive bid process for the provision of building inspection and plan examination services, including building inspections, a building official and other functions typically provided by a municipal building department; and

**WHEREAS**, Nova has an existing contract for building inspection and plan examination services with the City of Ft. Lauderdale, which contract was entered into through the competitive bid process and said contract is still valid and existing; and

**WHEREAS**, the City Council determined that Nova is qualified to serve as Building Official, providing building inspection service, plan examination service and any other services as requested by the City Manager; and

**WHEREAS**, City intends to employ Nova to provide professional building services to the City, which services may include, but are not limited to building review, plan review, plan examination, construction administration, permitting, and any other service as requested by the City Manager; and

**WHEREAS**, Nova shall serve as City's professional representative in each service or project to which this Agreement applies and will give consultation and advice to the City during the performance of its services.

**NOW, THEREFORE**, for and in consideration of the mutual covenants herein contained the acts and deeds to be performed by the parties, and the payments by the City to the Nova of the sums of money herein specified, the City and Nova wish to enter into this agreement between them, as follows:

**ARTICLE 1. CONTRACT DOCUMENTS AND TERM.** Nova’s existing contract with the City of Ft. Lauderdale is attached hereto and incorporated herein, as Exhibit “A”. All references to City shall mean the City of Westlake, Florida.

This provision shall replace, paragraph III, “Term of Agreement”, and shall be replaced with the following term. This Agreement shall commence upon full execution by all parties hereto and shall be for a two (2) year term, with the option to renew for an additional one (1) year term.

## **ARTICLE 2. SCOPE OF SERVICES.**

Nova will provide general building inspection and plan examination services as set forth in RFP 855-11487, with the City of Ft. Lauderdale. The RFP and Nova’s responses thereto are attached hereto as Exhibit “B”. In addition to the scope of services as set forth in the Agreement, Nova shall also provide the services as set forth below:

1. Nova shall act in the capacity of the building official for the City of Westlake in ensuring compliance and consistency with the Florida Building Code and all other rules, regulations and laws of the State of Florida.
2. Preparation of any agenda memorandums, any necessary reports, plan amendments or building documents requested by the City Manager, complete final inspection issues on construction projects and attendance at meetings with management and meetings of the City Council.
3. All special projects assigned to Nova shall be approved by the City Manager prior to the commencement of any special project. In addition, Nova shall not commence any special project until a written work authorization has been issued or a Purchase Order received. Any assigned special project shall be performed within the time frame established by the CITY and Nova in each work authorization. Minor adjustments to the timetable from completion approved by CITY in advance, in writing, will not constitute non-performance by Nova per this Agreement.

**ARTICLE 3. COMPENSATION & REIMBURSABLE EXPENSES.** Reimbursable expenses consist of actual expenditures made by NOVA, its employees, or its consultants in the interest of the project for the incidental expenses as may be approved by the City Manager. Compensation is as set forth in the response to the RFP, as Cost Proposals, which are listed on an hourly basis for services to be performed.

**ARTICLE 4. REUSE OF DOCUMENTS.** All documents including drawings and specifications furnished by the NOVA pursuant to this Agreement are the property of the City. NOVA does not represent that the documents may be suitable for reuse by the City or others for any extensions of the work for which they were provided or any other project without consent by NOVA. Any reuse without specific written consent by NOVA will be at the City’s sole risk and without liability or legal exposure to NOVA.

**ARTICLE 5. CONTINGENT FEE.** NOVA warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Nova, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for Nova, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement.

**ARTICLE 6. PUBLIC RECORDS.** This provision shall be added to the General Conditions, contained within paragraph VI(CC), Public Records, as paragraph (e).

(e) Upon completion of this Agreement, transfer to City, at no cost, all public records in possession of Nova upon termination of this Agreement or keep and maintain public records required by City to perform the services. If Nova transfers the records to City, Engineer shall destroy any duplicate public records that are exempt or confidential and exempt. If Nova keeps and maintains public records upon completion of this Agreement, Nova shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to City upon request in a format that is compatible with the information technology systems of City. The failure of Nova to comply with the provisions set forth in this section shall constitute a material breach of this Agreement entitling City to exercise any remedy provided in this Agreement or under applicable law.

**ARTICLE 7. CONTROLLING LAW.** This provisions replaces the General Conditions, contained within paragraph VI(U). NOVA and the CITY agree that this Agreement shall be controlled and governed by the laws of the State of Florida. Venue for any legal dispute in a court of law shall be Palm Beach County, Florida.

**ARTICLE 8. TERMINATION.** This provision replaces, the “Termination for Cause” provision provided under the General Conditions, contained within paragraph VI(C). The CITY or NOVA may terminate this Agreement without cause upon sixty (60) days written notice. At such time as NOVA receives notification of the intent of the CITY to terminate the contract, NOVA shall not perform any further services unless directed to do so by the City Manager. In the event of any termination without cause, NOVA will be paid for services rendered to the date of termination and all reimbursable expenses incurred to date of termination.

The City may terminate this Agreement with cause upon written notice to NOVA. NOVA shall have thirty (30) days to cure any default for cause. In the event of any termination for cause where NOVA does not cure within the 30- day time frame, NOVA shall not perform any further services for the CITY after NOVA's receipt of notification of termination for cause, but NOVA shall be paid for services rendered to the date of termination and all reimbursable expenses incurred to the date of termination.

**ARTICLE 9. RECOVERY OF COSTS AND FEES.** This provision shall be added to the General Conditions, contained within paragraph VI(A). In the event either party is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover from the other party direct costs incurred, including reasonable attorneys' fees.

**ARTICLE 10. NOTICES.** All notices, requests, consents and other communications under this Agreement ("Notices") shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, or overnight delivery service, to the parties, as follows:

A. As to the City: Ken Cassel, Manager  
4001 Seminole Pratt Whitney Road  
Westlake, Florida 33470

With a copy to: Pam E. Booker, Esquire  
4001 Seminole Pratt Whitney Road  
Westlake, FL 33470

B. As to the Nova: Nova Engineering & Environmental, LLC  
4350 Oakes Road, Suite 518  
Ft. Lauderdale, FL 33314

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the City and counsel for the Engineer may deliver Notice on behalf of the City and the Engineer. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the parties and addresses set forth herein.

**ARTICLE 11. ACCEPTANCE.** Acceptance of this Agreement is indicated by the signature of the authorized representative of the City and Nova in the spaces provided below.

**IN WITNESS WHEREOF,** the parties hereto have caused these present to be executed the day and year first above written.

Attest:

**CITY OF WESTLAKE, FLORIDA**

\_\_\_\_\_  
City Clerk, Sandra Demarco

By: \_\_\_\_\_  
Roger Manning, Mayor

**NOVA ENGINEERING & ENVIRONMENTAL, LLC.**

\_\_\_\_\_  
Witness

By: \_\_\_\_\_  
Jason Hill, Manager



**CITY OF FORT LAUDERDALE**  
**RFQ EVALUATION COMMITTEE TABULATION**  
**RFQ# 855-11487/Inspection and Plan Examination**  
**November 4, 2014**

RFQ Scoring Tabulation

PROPOSING FIRM	Rater # 1 Alex Hernandez												Rater # 2 Liza Torres																						
	Cost to the City Total Project Cost			Previous Experience qualifications and past performance of the proposing firm, including persons proposed to provide the services, facilities, resources and references			Scope of Services Understanding of the overall needs of the City for such services, as presented in the narrative proposal. This will include problem identification and the proposed method to accomplish the work required			Guarantee of minimal staffing (6,000 hours of inspection services) in the event of an emergency or natural disaster			Total Points			Cost to the City Total Project Cost			Previous Experience qualifications and past performance of the proposing firm, including persons proposed to provide the services, facilities, resources and references			Scope of Services Understanding of the overall needs of the City for such services, as presented in the narrative proposal. This will include problem identification and the proposed method to accomplish the work required.			Guarantee of minimal staffing (6,000 hours of inspection services) in the event of an emergency or natural disaster			Total Points			Average Points			Total Combined Points	
	Weight Factor	Ranking	Point Subtotal	Weight Factor	Ranking	Point Subtotal	Weight Factor	Ranking	Point Subtotal	Weight Factor	Ranking	Point Subtotal	Total Points	Weight Factor	Ranking	Point Subtotal	Weight Factor	Ranking	Point Subtotal	Weight Factor	Ranking	Point Subtotal	Weight Factor	Ranking	Point Subtotal	Total Points	Weight Factor	Ranking	Point Subtotal	Total Points	Average Points	Total Combined Points			
<b>C.A.P. GOVERNMENT, INC.</b>	0.3	1	0.30	0.3	2	0.60	0.3	2	0.60	0.1	3	0.30	<b>1.80</b>	0.3	1	0.30	0.3	1	0.30	0.3	1	0.30	0.1	1	0.10	<b>1.00</b>	0.3	1	0.30	<b>1.12</b>	<b>5.60</b>				
<b>NOVA ENGINEERING AND EVIRONM</b>	0.3	2	0.60	0.3	3	0.90	0.3	3	0.90	0.1	2	0.20	<b>2.60</b>	0.3	2	0.60	0.3	3	0.90	0.3	3	0.90	0.1	3	0.30	<b>2.70</b>	0.3	2	0.60	<b>2.18</b>	<b>10.90</b>				
<b>CALVIN, GIORDINO &amp; ASSOCIATES,</b>	0.3	3	0.90	0.3	1	0.30	0.3	1	0.30	0.1	1	0.10	<b>1.60</b>	0.3	3	0.90	0.3	2	0.60	0.3	2	0.60	0.1	2	0.20	<b>2.30</b>	0.3	3	0.90	<b>1.50</b>	<b>7.50</b>				

RFQ Scoring Tabulation

PROPOSING FIRM	Rater # 3 Mohammad Malik												Rater # 4 John Cioffi																
	Cost to the City Total Project Cost			Previous Experience qualifications and past performance of the proposing firm, including persons proposed to provide the services, facilities, resources and references			Scope of Services Understanding of the overall needs of the City for such services, as presented in the narrative proposal. This will include problem identification and the proposed method to accomplish the work required			Guarantee of minimal staffing (6,000 hours of inspection services) in the event of an emergency or natural disaster			Total Points			Cost to the City Total Project Cost			Previous Experience qualifications and past performance of the proposing firm, including persons proposed to provide the services, facilities, resources and references			Scope of Services Understanding of the overall needs of the City for such services, as presented in the narrative proposal. This will include problem identification and the proposed method to accomplish the work required.			Guarantee of minimal staffing (6,000 hours of inspection services) in the event of an emergency or natural disaster			Total Points	
	Weight Factor	Ranking	Point Subtotal	Weight Factor	Ranking	Point Subtotal	Weight Factor	Ranking	Point Subtotal	Weight Factor	Ranking	Point Subtotal	Total Points	Weight Factor	Ranking	Point Subtotal	Weight Factor	Ranking	Point Subtotal	Weight Factor	Ranking	Point Subtotal	Weight Factor	Ranking	Point Subtotal	Weight Factor	Ranking	Point Subtotal	Total Points
<b>C.A.P. Government, Inc.</b>	0.3	1	0.30	0.3	1	0.30	0.3	1	0.30	0.1	1	0.10	<b>1.00</b>	0.3	1	0.30	0.3	2	0.60	0.3	2	0.60	0.1	3	0.30	<b>1.80</b>			
<b>Nova Engineering and Enviromental</b>	0.3	3	0.90	0.3	3	0.90	0.3	3	0.90	0.1	3	0.30	<b>3.00</b>	0.3	2	0.60	0.3	3	0.90	0.3	3	0.90	0.1	2	0.20	<b>2.60</b>			
<b>Calvin Giordano &amp; Associates, Inc.</b>	0.3	2	0.60	0.3	2	0.60	0.3	2	0.60	0.1	2	0.20	<b>2.00</b>	0.3	3	0.90	0.3	1	0.30	0.3	1	0.30	0.1	1	0.10	<b>1.60</b>			



Local Preference (if applicable)	Local Preference Deduction	Final Total Score	Final Average Score	Final Ranking	Cost
0.0%	0.00	5.60	1.12		N/A
0.0%	0.00	10.90	2.18		N/A
0.0%	0.00	7.50	1.50		N/A

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**CITY OF FORT LAUDERDALE**  
**City Commission Agenda Memo**  
**REGULAR MEETING**

**#14-1645**

**TO:** Honorable Mayor & Members of the  
Fort Lauderdale City Commission

**FROM:** Lee R. Feldman, ICMA-CM, City Manager

**DATE:** February 3, 2015

**TITLE:** Building Permit Inspection and Plan Examination Services - \$846,000

**Recommendation**

It is recommended that the City Commission award three (3) one-year contracts for Building Permit Inspection and Plan Examination Services to C.A.P. Government, Inc. (C.A.P.) as primary, Calvin, Giordano & Associates, Inc. (CG&A) as secondary and Nova Engineering and Environmental, LLC. (Nova) as tertiary, utilizing the City's Contract (Form P-0001) for a total amount of \$846,000; and authorize the City Manager to approve three, one-year renewal options, contingent upon appropriation of funds.

**Background**

Over the past two years, building permit activity has increased nearly 10 per cent each year with combined project values currently totaling more than \$800 million. This increased volume significantly exceeds performance measures projected in the City's Strategic Plan and indicates that not only has development skyrocketed but so too has the associated amount of review and inspection time necessary for these larger valued projects.

The Building Services Division's current permitting activity exceeds workloads in comparable municipalities. The total number of general building permits issued highlights an output activity level that is four times higher than similar cities throughout the nation with populations of 100,000-250,000. To account for this increase in permit volume and to supplement core City staff, the City issued a Request for Proposal (RFP) to contract for building permit inspection and plan examination services. The RFP consolidates two contracts that are expiring and have been in place since 2005 for both regular and emergency plans review and inspection services. The need for additional inspectors and plans examiners is due to growth; upcoming larger scale development projects; the backlog of expired permits and cases related to work performed without permits; a backlog of 40-year safety inspection program reviews; and increased activity due to single discipline and expedited walk-through permitting services. All three vendors provided a not-to-exceed amount per year; however the cost for the remainder of this fiscal year is \$846,000.

The Procurement Services Division issued RFP No. 855-11487 on September 19, 2014 and received three responses. On November 4, 2014 the evaluation committee, consisting of John Travers, Building Official; Alex Hernandez, Assistant Building Official; Mohammad Malik, Chief Zoning Inspector; Liza Torres, Administrative Assistant II; and John Cioffi, Plumbing Inspector II, met with Barry Sageman, Procurement Specialist to evaluate the proposals and rank the firms according to the evaluation criteria as shown in the table below.

		C.A.P.	CG&A	Nova
EVALUATION CRITERIA	Weight	RANK	RANK	RANK
<b>Cost to the City Total Project Cost</b>	30%	1	2	3
<b>Previous Experience</b> , qualifications and past performance of the proposing firm, including persons proposed to provide the services, facilities, resources and references	30%	1	2	3
<b>Scope of Services</b> , Understanding of the overall needs of the City for such services, as presented in the narrative proposal. This will include problem identification and the proposed method to accomplish the work required	30%	1	2	3
<b>Guarantee</b> of minimal staffing (6,000 hours of inspection services) in the event of an emergency or natural disaster	10%	1	2	3
<b>Overall Ranking</b>	100%	1	2	3

If the first ranked contractor is unable to supply sufficient or quality staff assistance, then the second and third ranked contractors will be used in order to prevent any interruption in the daily work flow.

**Resource Impact**

There will be a fiscal impact to the City in the amount of \$846,000 for FY 2015. Future expenditures are contingent upon approval and appropriation of the annual budget.

<b>Funds available as of January 20, 2015</b>					
ACCOUNT NUMBER	INDEX NAME (Program)	OBJECT CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Object Code)	AVAILABLE BALANCE (Object Code)	AMOUNT
001-DSD034002-3199	Building Permits	Services & Materials/ Other Professional Services	\$3,621,110	\$2,529,855	\$846,000
<b>TOTAL →</b>					<b>\$846,000</b>

### **Strategic Connections**

This item is a FY 2015 Commission Annual Action Plan priority and is a *Press Play Fort Lauderdale Strategic Plan 2018* initiative, included within the Neighborhood Enhancement Cylinder of Excellence, specifically advancing:

- Goal 6: Be an inclusive community made up of distinct, complementary, and diverse neighborhoods.
- Objective 1: Evolve and update the land development code to balance neighborhood quality, character, and livability through sustainable development.
- Strategic Initiative 3: Prepare the Comprehensive Plan Evaluation and Appraisal.

This item advances all six themes of the *Fast Forward Fort Lauderdale 2035 Vision Plan: We Are Connected, We Are Ready, We Are Community, We Are Here, We Are Prosperous and We Are United.*

### **Attachments**

Exhibit 1 - Bid Tabulation  
Exhibit 2 - Final Rankings  
Exhibit 3 - C.A.P. proposal  
Exhibit 4 – CG&A proposal  
Exhibit 5 - Nova proposal

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Prepared by: Barry Sageman, Procurement Specialist I  
Elizabeth Cohen, Administrative Assistant I

Department Director: Jenni Morejon, Department Director

**AGREEMENT FOR  
INSPECTION AND PLAN EXAMINATION SERVICES**

**THIS AGREEMENT**, made this 3rd day of February 2015, is by and between the City of Fort Lauderdale, a Florida municipality, ("City"), whose address is 100 North Andrews Avenue, Fort Lauderdale, FL 33301-1016, and Nova Engineering and Environmental, LLC., a Delaware limited liability company authorized to do business in Florida ("Contractor" or "Company"), whose address and phone number are 4350 Oakes Road, Suite 518, Fort Lauderdale, Florida 33314, phone: 954-424-2520, fax: 954-424-2580.

NOW THEREFORE, for and in consideration of the mutual promises and covenants set forth herein and other good and valuable consideration, the City and the Contractor covenant and agree as follows:

**WITNESSETH:**

**I. DOCUMENTS**

The following documents (collectively "Contract Documents") are hereby incorporated into and made part of this Agreement (Form P-0001):

- (1) Request for Proposal No.855-11487, Inspection and Plan Examination Services, including any and all addenda, prepared by the City of Fort Lauderdale, ("RFP" or "Exhibit A").
- (2) The Contractor's response to the RFP, dated October 10, 2014, ("Exhibit B").

All Contract Documents may also be collectively referred to as the "Documents." In the event of any conflict between or among the Documents or any ambiguity or missing specifications or instruction, the following priority is established:

- A. First, specific direction from the City Manager (or designee)
- B. Second, this Agreement (Form P-0001) dated February 3, 2015, and any attachments.
- C. Third, Exhibit A
- D. Fourth, Exhibit B

**II. SCOPE**

The Contractor shall perform the Work under the general direction of the City as set forth in the Contract Documents.

Unless otherwise specified herein, the Contractor shall perform all Work identified in this Agreement. The parties agree that the scope of services is a description of Contractor's obligations and responsibilities, and is deemed to include preliminary considerations and prerequisites, and all labor, materials, equipment, and tasks which are such an inseparable part of the work described that exclusion would render performance by Contractor impractical, illogical, or unconscionable.

Contractor acknowledges and agrees that the City's Contract Administrator has no authority to make changes that would increase, decrease, or otherwise modify the Scope of Services to be provided under this Agreement.

By signing this Agreement, the Contractor represents that it thoroughly reviewed the documents incorporated into this Agreement by reference and that it accepts the description of the Work and the conditions under which the Work is to be performed.

### **III. TERM OF AGREEMENT**

The initial contract period shall commence on April 5, 2015, and shall end on April 4, 2016. In the event the term of this Agreement extends beyond the end of any fiscal year of City, to wit, September 30th, the continuation of this Agreement beyond the end of such fiscal year shall be subject to both the appropriation and the availability of funds.

### **IV. COMPENSATION**

The Contractor agrees to provide the services and/or materials as specified in the Contract Documents at the cost noted on page 13 of this agreement. It is acknowledged and agreed by Contractor that this amount is the maximum payable and constitutes a limitation upon City's obligation to compensate Contractor for Contractor's services related to this Agreement. This maximum amount, however, does not constitute a limitation of any sort upon Contractor's obligation to perform all items of work required by or which can be reasonably inferred from the Scope of Services. Except as otherwise provided in the solicitation, no amount shall be paid to Contractor to reimburse Contractor's expenses.

### **V. METHOD OF BILLING AND PAYMENT**

Contractor may submit invoices for compensation no more often than monthly, but only after the services for which the invoices are submitted have been completed. An original invoice plus one copy are due within fifteen (15) days of the end of the month except the final invoice which must be received no later than sixty (60) days after this Agreement expires. Invoices shall designate the nature of the services performed and/or the goods provided.

City shall pay Contractor within forty-five (45) days of receipt of Contractor's proper invoice, as provided in the Florida Local Government Prompt Payment Act.

To be deemed proper, all invoices must comply with the requirements set forth in this Agreement and must be submitted on the form and pursuant to instructions prescribed by the City's Contract Administrator. Payment may be withheld for failure of Contractor to comply with a term, condition, or requirement of this Agreement.

Notwithstanding any provision of this Agreement to the contrary, City may withhold, in whole or in part, payment to the extent necessary to protect itself from loss on account of inadequate or defective work that has not been remedied or resolved in a manner satisfactory to the City's Contract Administrator or failure to comply with this Agreement. The amount withheld shall not be subject to payment of interest by City.

## VI. GENERAL CONDITIONS

### A. Indemnification

Contractor shall protect and defend at Contractor's expense, counsel being subject to the City's approval, and indemnify and hold harmless the City and the City's officers, employees, volunteers, and agents from and against any and all losses, penalties, fines, damages, settlements, judgments, claims, costs, charges, expenses, or liabilities, including any award of attorney fees and any award of costs, in connection with or arising directly or indirectly out of any act or omission by the Contractor or by any officer, employee, agent, invitee, subcontractor, or sublicensee of the Contractor. The provisions and obligations of this section shall survive the expiration or earlier termination of this Agreement. To the extent considered necessary by the City Manager, any sums due Contractor under this Agreement may be retained by City until all of City's claims for indemnification pursuant to this Agreement have been settled or otherwise resolved, and any amount withheld shall not be subject to payment of interest by City.

### B. Intellectual Property

Contractor shall protect and defend at Contractor's expense, counsel being subject to the City's approval, and indemnify and hold harmless the City from and against any and all losses, penalties, fines, damages, settlements, judgments, claims, costs, charges, royalties, expenses, or liabilities, including any award of attorney fees and any award of costs, in connection with or arising directly or indirectly out of any infringement or allegation of infringement of any patent, copyright, or other intellectual property right in connection with the Contractor's or the City's use of any copyrighted, patented or un-patented invention, process, article, material, or device that is manufactured, provided, or used pursuant to this Agreement. If the Contractor uses any design, device, or materials covered by letters, patent or copyright, it is mutually agreed and understood without exception that the bid prices shall include all royalties or costs arising from the use of such design, device, or materials in any way involved in the work.

### C. Termination for Cause

The aggrieved party may terminate this Agreement for cause if the party in breach has not corrected the breach within ten (10) days after written notice from the aggrieved party identifying the breach. The City Manager may also terminate this Agreement upon such notice as the City Manager deems appropriate under the circumstances in the event the City Manager determines that termination is necessary to protect the public health or safety. The parties agree that if the City erroneously, improperly or unjustifiably terminates for cause, such termination shall be deemed a termination for convenience, which shall be effective thirty (30) days after such notice of termination for cause is provided.

This Agreement may be terminated for cause for reasons including, but not limited to, Contractor's repeated (whether negligent or intentional) submission for payment of false or incorrect bills or invoices, failure to perform the Work to the City's satisfaction; or failure to continuously perform the work in a manner calculated to meet or accomplish the objectives as set forth in this Agreement.

#### **D. Termination for Convenience**

The City reserves the right, in its best interest as determined by the City, to cancel this contract for convenience by giving written notice to the Contractor at least thirty (30) days prior to the effective date of such cancellation. In the event this Agreement is terminated for convenience, Contractor shall be paid for any services performed to the City's satisfaction pursuant to the Agreement through the termination date specified in the written notice of termination. Contractor acknowledges and agrees that he/she/it has received good, valuable and sufficient consideration from City, the receipt and adequacy of which are hereby acknowledged by Contractor, for City's right to terminate this Agreement for convenience.

#### **E. Cancellation for Unappropriated Funds**

The City reserves the right, in its best interest as determined by the City, to cancel this contract for unappropriated funds or unavailability of funds by giving written notice to the Contractor at least thirty (30) days prior to the effective date of such cancellation. The obligation of the City for payment to a Contractor is limited to the availability of funds appropriated in a current fiscal period, and continuation of the contract into a subsequent fiscal period is subject to appropriation of funds, unless otherwise provided by law.

#### **F. Insurance**

The Contractor shall furnish proof of insurance requirements as indicated below. The coverage is to remain in force at all times during the contract period. The following minimum insurance coverage is required. The commercial general liability insurance policy shall name the City of Fort Lauderdale, a Florida municipality, as an "additional insured." This MUST be written in the description section of the insurance certificate, even if there is a check-off box on the insurance certificate. Any costs for adding the City as "additional insured" shall be at the Contractor's expense.

The City of Fort Lauderdale shall be given notice 10 days prior to cancellation or modification of any required insurance. The insurance provided shall be endorsed or amended to comply with this notice requirement. In the event that the insurer is unable to accommodate, it shall be the responsibility of the Contractor to provide the proper notice. Such notification will be in writing by registered mail, return receipt requested and addressed to the Procurement Services Division.

The Contractor's insurance must be provided by an A.M. Best's "A-" rated or better insurance company authorized to issue insurance policies in the State of Florida, subject to approval by the City's Risk Manager. Any exclusions or provisions in the insurance maintained by the contractor that excludes coverage for work contemplated in this solicitation shall be deemed unacceptable, and shall be considered breach of contract.

#### **Workers' Compensation and Employers' Liability Insurance**

Limits: Workers' Compensation -- Per Chapter 440, Florida Statutes  
Employers' Liability - \$500,000



Any firm performing work on behalf of the City of Fort Lauderdale must provide Workers' Compensation insurance. Exceptions and exemptions will be allowed by the City's Risk Manager, if they are in accordance with Florida Statute. For additional information contact the Department of Financial Services, Workers' Compensation Division at (850) 413-1601 or on the web at www.fldfs.com.

**Commercial General Liability Insurance**

Covering premises-operations, products-completed operations, independent contractors and contractual liability.

Limits: Combined single limit bodily injury/property damage \$1,000,000.

This coverage must include, but not limited to:

- a. Coverage for the liability assumed by the contractor under the indemnity provision of the contract.
- b. Coverage for Premises/Operations
- c. Products/Completed Operations
- d. Broad Form Contractual Liability
- e. Independent Contractors

**Automobile Liability Insurance**

Covering all owned, hired and non-owned automobile equipment.

Limits: Bodily injury	\$250,000 each person, \$500,000 each occurrence
Property damage	\$100,000 each occurrence

**Professional Liability (Errors & Omissions)**

Consultants

Limits: \$2,000,000 per occurrence

Certificate holder should be addressed as follows:

City of Fort Lauderdale  
 Procurement Services Division  
 100 North Andrews Avenue, Room 619  
 Fort Lauderdale, FL 33301

**G. Environmental, Health and Safety**

Contractor shall place the highest priority on health and safety and shall maintain a safe working environment during performance of the Work. Contractor shall comply, and shall secure compliance by its employees, agents, and subcontractors, with all applicable environmental, health, safety and security laws and regulations, and performance conditions in this Agreement. Compliance with such requirements shall represent the minimum standard required of Contractor. Contractor shall be responsible for examining

all requirements and determine whether additional or more stringent environmental, health, safety and security provisions are required for the Work. Contractor agrees to utilize protective devices as required by applicable laws, regulations, and any industry or Contractor's health and safety plans and regulations, and to pay the costs and expenses thereof, and warrants that all such persons shall be fit and qualified to carry out the Work.

#### **H. Standard of Care**

Contractor represents that he/she/it is qualified to perform the Work, that Contractor and his/her/its subcontractors possess current, valid state and/or local licenses to perform the Work, and that their services shall be performed in a manner consistent with that level of care and skill ordinarily exercised by other qualified contractors under similar circumstances.

#### **I. Rights in Documents and Work**

Any and all reports, photographs, surveys, and other data and documents provided or created in connection with this Agreement are and shall remain the property of City; and Contractor disclaims any copyright in such materials. In the event of and upon termination of this Agreement, any reports, photographs, surveys, and other data and documents prepared by Contractor, whether finished or unfinished, shall become the property of City and shall be delivered by Contractor to the City's Contract Administrator within seven (7) days of termination of this Agreement by either party. Any compensation due to Contractor shall be withheld until Contractor delivers all documents to the City as provided herein.

#### **J. Audit Right and Retention of Records**

City shall have the right to audit the books, records, and accounts of Contractor and Contractor's subcontractors that are related to this Agreement. Contractor shall keep, and Contractor shall cause Contractor's subcontractors to keep, such books, records, and accounts as may be necessary in order to record complete and correct entries related to this Agreement. All books, records, and accounts of Contractor and Contractor's subcontractors shall be kept in written form, or in a form capable of conversion into written form within a reasonable time, and upon request to do so, Contractor or Contractor's subcontractor, as applicable, shall make same available at no cost to City in written form.

Contractor and Contractor's subcontractors shall preserve and make available, at reasonable times for examination and audit by City in Broward County, Florida, all financial records, supporting documents, statistical records, and any other documents pertinent to this Agreement for the required retention period of the Florida public records law, Chapter 119, Florida Statutes, as may be amended from time to time, if applicable, or, if the Florida Public Records Act is not applicable, for a minimum period of three (3) years after termination of this Agreement. If any audit has been initiated and audit findings have not been resolved at the end of the retention period or three (3) years, whichever is longer, the books, records, and accounts shall be retained until resolution of the audit findings. If the Florida public records law is determined by City to be applicable to Contractor and Contractor's subcontractors' records, Contractor and Contractor's subcontractors shall comply with all requirements thereof; however, Contractor and Contractor's subcontractors shall violate no confidentiality or non-disclosure requirement of either federal or state law. Any incomplete or incorrect entry in such books, records,

and accounts shall be a basis for City's disallowance and recovery of any payment upon such entry.

Contractor shall, by written contract, require Contractor's subcontractors to agree to the requirements and obligations of this Section.

The Contractor shall maintain during the term of the contract all books of account, reports and records in accordance with generally accepted accounting practices and standards for records directly related to this contract.

**K. Public Entity Crime Act**

Contractor represents that the execution of this Agreement will not violate the Public Entity Crime Act, Section 287.133, Florida Statutes, as may be amended from time to time, which essentially provides that a person or affiliate who is a contractor, consultant, or other provider and who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to City, may not submit a bid on a contract with City for the construction or repair of a public building or public work, may not submit bids on leases of real property to City, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with City, and may not transact any business with City in excess of the threshold amount provided in Section 287.017, Florida Statutes, as may be amended from time to time, for category two purchases for a period of 36 months from the date of being placed on the convicted vendor list. Violation of this section shall result in termination of this Agreement and recovery of all monies paid by City pursuant to this Agreement, and may result in debarment from City's competitive procurement activities.

**L. Independent Contractor**

Contractor is an independent contractor under this Agreement. Services provided by Contractor pursuant to this Agreement shall be subject to the supervision of the Contractor. In providing such services, neither Contractor nor Contractor's agents shall act as officers, employees, or agents of City. No partnership, joint venture, or other joint relationship is created hereby. City does not extend to Contractor or Contractor's agents any authority of any kind to bind City in any respect whatsoever.

**M. Inspection and Non-Waiver**

Contractor shall permit the representatives of CITY to inspect and observe the Work at all times.

The failure of the City to insist upon strict performance of any other terms of this Agreement or to exercise any rights conferred by this Agreement shall not be construed by Contractor as a waiver of the City's right to assert or rely on any such terms or rights on any future occasion or as a waiver of any other terms or rights.

**N. Assignment and Performance**

Neither this Agreement nor any right or interest herein shall be assigned, transferred, or encumbered without the written consent of the other party. In addition, Contractor shall

not subcontract any portion of the work required by this Agreement, except as provided in the Schedule of Subcontractor Participation. City may terminate this Agreement, effective immediately, if there is any assignment, or attempted assignment, transfer, or encumbrance, by Contractor of this Agreement or any right or interest herein without City's written consent.

Contractor represents that each person who will render services pursuant to this Agreement is duly qualified to perform such services by all appropriate governmental authorities, where required, and that each such person is reasonably experienced and skilled in the area(s) for which he or she will render his or her services.

Contractor shall perform Contractor's duties, obligations, and services under this Agreement in a skillful and respectable manner. The quality of Contractor's performance and all interim and final product(s) provided to or on behalf of City shall be comparable to the best local and national standards.

In the event Contractor engages any subcontractor in the performance of this Agreement, Contractor shall ensure that all of Contractor's subcontractors perform in accordance with the terms and conditions of this Agreement. Contractor shall be fully responsible for all of Contractor's subcontractors' performance, and liable for any of Contractor's subcontractors' non-performance and all of Contractor's subcontractors' acts and omissions. Contractor shall defend at Contractor's expense, counsel being subject to City's approval or disapproval, and indemnify and hold City and City's officers, employees, and agents harmless from and against any claim, lawsuit, third party action, fine, penalty, settlement, or judgment, including any award of attorney fees and any award of costs, by or in favor of any of Contractor's subcontractors for payment for work performed for City by any of such subcontractors, and from and against any claim, lawsuit, third party action, fine, penalty, settlement, or judgment, including any award of attorney fees and any award of costs, occasioned by or arising out of any act or omission by any of Contractor's subcontractors or by any of Contractor's subcontractors' officers, agents, or employees. Contractor's use of subcontractors in connection with this Agreement shall be subject to City's prior written approval, which approval City may revoke at any time.

#### **O. Conflicts**

Neither Contractor nor any of Contractor's employees shall have or hold any continuing or frequently recurring employment or contractual relationship that is substantially antagonistic or incompatible with Contractor's loyal and conscientious exercise of judgment and care related to Contractor's performance under this Agreement.

Contractor further agrees that none of Contractor's officers or employees shall, during the term of this Agreement, serve as an expert witness against City in any legal or administrative proceeding in which he, she, or Contractor is not a party, unless compelled by court process. Further, Contractor agrees that such persons shall not give sworn testimony or issue a report or writing, as an expression of his or her expert opinion, which is adverse or prejudicial to the interests of City in connection with any such pending or threatened legal or administrative proceeding unless compelled by court process. The limitations of this section shall not preclude Contractor or any persons in any way from representing themselves, including giving expert testimony in support thereof, in any action or in any administrative or legal proceeding.

In the event Contractor is permitted pursuant to this Agreement to utilize subcontractors to perform any services required by this Agreement, Contractor agrees to require such subcontractors, by written contract, to comply with the provisions of this section to the same extent as Contractor.

**P. Schedule and Delays**

Time is of the essence in this Agreement. By signing, Contractor affirms that it believes the schedule to be reasonable; provided, however, the parties acknowledge that the schedule might be modified as the City directs.

**Q. Materiality and Waiver of Breach**

City and Contractor agree that each requirement, duty, and obligation set forth herein was bargained for at arm's-length and is agreed to by the parties in exchange for *quid pro quo*, that each is substantial and important to the formation of this Agreement and that each is, therefore, a material term hereof.

City's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement. A waiver of any breach of a provision of this Agreement shall not be deemed a waiver of any subsequent breach and shall not be construed to be a modification of the terms of this Agreement.

**R. Compliance With Laws**

Contractor shall comply with all applicable federal, state, and local laws, codes, ordinances, rules, and regulations in performing Contractor's duties, responsibilities, and obligations pursuant to this Agreement.

**S. Severance**

In the event a portion of this Agreement is found by a court of competent jurisdiction to be invalid or unenforceable, the provisions not having been found by a court of competent jurisdiction to be invalid or unenforceable shall continue to be effective.

**T. Limitation of Liability**

The City desires to enter into this Agreement only if in so doing the City can place a limit on the City's liability for any cause of action for money damages due to an alleged breach by the City of this Agreement, so that its liability for any such breach never exceeds the sum of \$1,000. Contractor hereby expresses its willingness to enter into this Agreement with Contractor's recovery from the City for any damage action for breach of contract or for any action or claim arising from this Agreement to be limited to a maximum amount of \$1,000 less the amount of all funds actually paid by the City to Contractor pursuant to this Agreement.

Accordingly, and notwithstanding any other term or condition of this Agreement, Contractor hereby agrees that the City shall not be liable to Contractor for damages in an amount in excess of \$1,000 which amount shall be reduced by the amount actually paid by the City to Contractor pursuant to this Agreement, for any action for breach of contract or for any action or claim arising out of this Agreement. Nothing contained in this paragraph

or elsewhere in this Agreement is in any way intended to be a waiver of the limitation placed upon City's liability as set forth in Section 768.28, Florida Statutes.

**U. Jurisdiction, Venue, Waiver, Waiver of Jury Trial**

This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Venue for any lawsuit by either party against the other party or otherwise arising out of this Agreement, and for any other legal proceeding, shall be in the Seventeenth Judicial Circuit in and for Broward County, Florida, or in the event of federal jurisdiction, in the Southern District of Florida, Fort Lauderdale Division.

In the event Contractor is a corporation organized under the laws of any province of Canada or is a Canadian federal corporation, the City may enforce in the United States of America or in Canada or in both countries a judgment entered against the Contractor. The Contractor waives any and all defenses to the City's enforcement in Canada of a judgment entered by a court in the United States of America.

**V. Amendments**

No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this Agreement and executed by the Mayor-Commissioner and/or City Manager, as determined by City Charter and Ordinances, and Contractor or others delegated authority to or otherwise authorized to execute same on their behalf.

**W. Prior Agreements**

This document represents the final and complete understanding of the parties and incorporates or supersedes all prior negotiations, correspondence, conversations, agreements, and understandings applicable to the matters contained herein. The parties agree that there is no commitment, agreement, or understanding concerning the subject matter of this Agreement that is not contained in this written document. Accordingly, the parties agree that no deviation from the terms hereof shall be predicated upon any prior representation or agreement, whether oral or written.

**X. Payable Interest**

Except as required and provided for by the Florida Local Government Prompt Payment Act, City shall not be liable for interest for any reason, whether as prejudgment interest or for any other purpose, and in furtherance thereof Contractor waives, rejects, disclaims and surrenders any and all entitlement it has or may have to receive interest in connection with a dispute or claim based on or related to this Agreement.

**Y. Representation of Authority**

Each individual executing this Agreement on behalf of a party hereto hereby represents and warrants that he or she is, on the date he or she signs this Agreement, duly authorized by all necessary and appropriate action to execute this Agreement on behalf of such party and does so with full legal authority.

**AA. Uncontrollable Circumstances ("Force Majeure")**

The City and Contractor will be excused from the performance of their respective obligations under this agreement when and to the extent that their performance is delayed or prevented by any circumstances beyond their control including, fire, flood, explosion, strikes or other labor disputes, act of God or public emergency, war, riot, civil commotion, malicious damage, act or omission of any governmental authority, delay or failure or shortage of any type of transportation, equipment, or service from a public utility needed for their performance, provided that:

- A. The non performing party gives the other party prompt written notice describing the particulars of the Force Majeure including, but not limited to, the nature of the occurrence and its expected duration, and continues to furnish timely reports with respect thereto during the period of the Force Majeure;
- B. The excuse of performance is of no greater scope and of no longer duration than is required by the Force Majeure;
- C. No obligations of either party that arose before the Force Majeure causing the excuse of performance are excused as a result of the Force Majeure; and
- D. The non-performing party uses its best efforts to remedy its inability to perform. Notwithstanding the above, performance shall not be excused under this Section for a period in excess of two (2) months, provided that in extenuating circumstances, the City may excuse performance for a longer term. Economic hardship of the Contractor will not constitute Force Majeure. The term of the agreement shall be extended by a period equal to that during which either party's performance is suspended under this Section.

**BB. Scrutinized Companies**

Subject to *Odebrecht Construction, Inc., v. Prasad*, 876 F.Supp.2d 1305 (S.D. Fla. 2012), affirmed, *Odebrecht Construction, Inc., v. Secretary, Florida Department of Transportation*, 715 F.3d 1268 (11th Cir. 2013), this Section applies to any contract for goods or services of \$1 million or more:

The Contractor certifies that it is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List and that it does not have business operations in Cuba or Syria as provided in section 287.135, Florida Statutes (2014), as may be amended or revised. The City may terminate this Contract at the City's option if the Contractor is found to have submitted a false certification as provided under subsection (5) of section 287.135, Florida Statutes (2014), as may be amended or revised, or been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List or has been engaged in business operations in Cuba or Syria, as defined in Section 287.135, Florida Statutes (2014), as may be amended or revised.

**CC. Public Records**

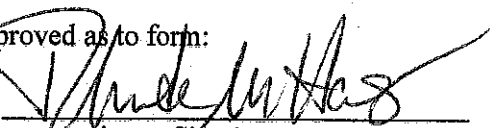
Contractor shall:

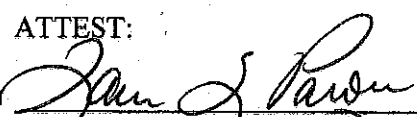
- (a) Keep and maintain public records that ordinarily and necessarily would be required by the City in order to perform the service.
- (b) Provide the public with access to public records on the same terms and conditions that the City would provide the records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes (2014), as may be amended or revised, or as otherwise provided by law.
- (c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
- (d) Meet all requirements for retaining public records and transfer, at no cost, to the City, all public records in possession of the contractor upon termination of this contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the City in a format that is compatible with the information technology systems of the City.

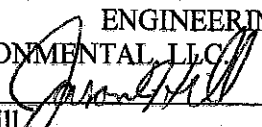
IN WITNESS WHEREOF, the City and the Contractor execute this Contract as follows:

CITY OF FORT LAUDERDALE

By:   
City Manager

Approved as to form:  
  
Assistant City Attorney

ATTEST:  
  
Print Name: Tamre S. Passmore  
Title: Controller

NOVA ENGINEERING AND ENVIRONMENTAL, LLC  
By:   
Jason Hill  
Manager



STATE OF FL  
 COUNTY OF Broward

The foregoing instrument was acknowledged before me this 25 day of February, 2015, by Jason Hill, as manager for Nova Engineering and Environmental, LLC.

(SEAL)



NATALIE FORESMAN  
 MY COMMISSION # FF 019903  
 EXPIRES: June 26, 2017  
 Bonded Thru Budget Notary Services

*N. Foresman*

Notary Public, State of FL  
 (Signature of Notary Public)

Natalie Foresman

(Print, Type, or Stamp Commissioned Name of Notary Public)

Personally Known  OR Produced Identification \_\_\_\_\_  
 Type of Identification Produced \_\_\_\_\_

COST

Bid # 855-11487  
 Inspection and Plan Examination Services

**Nova Engineering & Environmental, LLC.**

Item #	Item	Qty	Unit	Price	Total
855-11487-01-01	Inspection and Plan Examination Services	1	each	\$ 2,290,600.00	\$ 2,290,600.00

APPROXIMATELY  
THE FOLLOWING  
ITEMS ARE  
BEING REVIEWED

COPY

**REQUEST FOR PROPOSAL:**

**INSPECTION AND PLAN EXAMINATION SERVICES**

**RFP No.: 855-11487**

**EXHIBIT B**

**Prepared For:**



**CITY OF FORT LAUDERDALE**

City of Fort Lauderdale  
Procurement Services Division  
100 N. Andrews Avenue, Room 619  
Fort Lauderdale, Florida 33301

**Prepared By:**



Mr. Jason Hill  
NOVA Engineering and Environmental LLC  
4350 Oakes Road, Suite 518  
Fort Lauderdale, Florida 33314  
954.424.2520 / Fax 954.424.2580  
[www.usanova.com](http://www.usanova.com)

**Submittal Date:**

October 10<sup>th</sup>, 2014

**ORIGINAL**

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# BID/PROPOSAL SIGNATURE PAGE

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*BID/PROPOSAL SIGNATURE PAGE*

**BID/PROPOSAL SIGNATURE PAGE**

**How to submit bids/proposals:** Proposals must be submitted by hard copy only. It will be the sole responsibility of the Bidder to ensure that the bid reaches the City of Fort Lauderdale, City Hall, Procurement Services Division, Suite 619, 100 N. Andrews Avenue, Fort Lauderdale, FL 33301, prior to the bid opening date and time listed. Bids/proposals submitted by fax or email will NOT be accepted.

The below signed hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal I will accept a contract if approved by the CITY and such acceptance covers all terms, conditions, and specifications of this bid/proposal.

**Please Note:** All fields below must be completed. If the field does not apply to you, please note N/A in that field.

Submitted by: Jason Hill (signature) 10/10/2014 (date)

Name (printed) Jason Hill Title: Executive Vice President

Company: (Legal Registration) Nova Engineering and Environmental, LLC

**CONTRACTOR, IF FOREIGN CORPORATION, MAY BE REQUIRED TO OBTAIN A CERTIFICATE OF AUTHORITY FROM THE DEPARTMENT OF STATE, IN ACCORDANCE WITH FLORIDA STATUTE §607.1501 (visit <http://www.dos.state.fl.us/>).**

Address: \_\_\_\_\_

City \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Telephone No. \_\_\_\_\_ FAX No. \_\_\_\_\_ Email: \_\_\_\_\_

Delivery: Calendar days after receipt of Purchase Order (section 1.02 of General Conditions): \_\_\_\_\_

Payment Terms (section 1.04): \_\_\_\_\_ Total Bid Discount (section 1.05): \_\_\_\_\_

Does your firm qualify for MBE or WBE status (section 1.09): MBE \_\_\_\_\_ WBE \_\_\_\_\_

**ADDENDUM ACKNOWLEDGEMENT** - Proposer acknowledges that the following addenda have been received and are included in the proposal:

<u>Addendum No.</u>	<u>Date Issued</u>
---------------------	--------------------

P-CARDS: Will your firm accept the City's Credit Card (VISA / MasterCard) as payment for goods/services?

VISA YES \_\_\_\_\_ NO \_\_\_\_\_ MasterCard YES \_\_\_\_\_ NO \_\_\_\_\_

**VARIANCES:** State any variations to specifications, terms and conditions in the space provided below or reference in the space provided below all variances contained on other pages of bid, attachments or bid pages. No variations or exceptions by the Proposer will be deemed to be part of the bid submitted unless such variation or exception is listed and contained within the bid documents and referenced in the space provided below. If no statement is contained in the below space, it is hereby implied that your bid/proposal complies with the full scope of this solicitation. **PLEASE STATE ANY VARIANCES OR EXCEPTIONS BELOW.** If this section does not apply to your bid, simply mark N/A in the section below.

Variances: \_\_\_\_\_

**BID/PROPOSAL SIGNATURE PAGE**

**How to submit bids/proposals:** Proposals must be submitted by hard copy only. It will be the sole responsibility of the Bidder to ensure that the bid reaches the City of Fort Lauderdale, City Hall, Procurement Services Division, Suite 619, 100 N. Andrews Avenue, Fort Lauderdale, FL 33301, prior to the bid opening date and time listed. Bids/proposals submitted by fax or email will NOT be accepted.

The below signed hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal I will accept a contract if approved by the CITY and such acceptance covers all terms, conditions, and specifications of this bid/proposal.

**Please Note:** All fields below must be completed. If the field does not apply to you, please note N/A in that field.

Submitted by: Jason Hill 10/10/2014  
 (signature) (date)

Name (printed) Jason Hill Title: Executive Vice President

Company: (Legal Registration) Nova Engineering and Environmental, LLC

**CONTRACTOR, IF FOREIGN CORPORATION, MAY BE REQUIRED TO OBTAIN A CERTIFICATE OF AUTHORITY FROM THE DEPARTMENT OF STATE, IN ACCORDANCE WITH FLORIDA STATUTE §607.1501 (visit <http://www.dos.state.fl.us/>).**

Address: 4350 Oakes Road, Suite 518

City: Fort Lauderdale State: FL Zip: 33314

Telephone No. 954-424-2520 FAX No. 954-424-2580 Email: jhill@usanova.com

Delivery: Calendar days after receipt of Purchase Order (section 1.02 of General Conditions): 48 hrs.

Payment Terms (section 1.04): 30 days Total Bid Discount (section 1.05): 0

Does your firm qualify for MBE or WBE status (section 1.09): MBE      WBE     

**ADDENDUM ACKNOWLEDGEMENT** - Proposer acknowledges that the following addenda have been received and are included in the proposal:

<u>Addendum No.</u>	<u>Date Issued</u>
---------------------	--------------------

P-CARDS: Will your firm accept the City's Credit Card (VISA / MasterCard) as payment for goods/services?

VISA YES  NO  MasterCard YES  NO

**VARIANCES:** State any variations to specifications, terms and conditions in the space provided below or reference in the space provided below all variances contained on other pages of bid, attachments or bid pages. No variations or exceptions by the Proposer will be deemed to be part of the bid submitted unless such variation or exception is listed and contained within the bid documents and referenced in the space provided below. If no statement is contained in the below space, it is hereby implied that your bid/proposal complies with the full scope of this solicitation. **PLEASE STATE ANY VARIANCES OR EXCEPTIONS BELOW.** If this section does not apply to your bid, simply mark N/A in the section below.

Variations: N/A

# NON-COLLUSION STATEMENT

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## *\* NON-COLLUSION STATEMENT*



**NON-COLLUSION STATEMENT:**

By signing this offer, the vendor/contractor certifies that this offer is made independently and *free* from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,

3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g. ownership of five (5) percent or more).

3.4. Immediate family members (spouse, parents and children) are also prohibited from contracting with the City subject to the same general rules.

Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.

<u>NAME</u>	<u>RELATIONSHIPS</u>
_____	_____
_____	_____
	_____
	_____

In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.

# COST PROPOSAL PAGES

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## ***■ COST PROPOSAL & COST BREAKDOWN***

**PART VII - PROPOSAL PAGES – COST PROPOSAL**

Cost to the City: Contractor must quote firm, fixed, regular and overtime hourly rates for all services identified in this request for proposal. Nothing in this section shall be considered a guarantee of a minimum level of work by the City. The hours listed are the current estimates of use anticipated in each area, but the City makes no promise of a minimum number of hours of work for any successful contractor or in any of the areas listed.

**Failure to use the City's COST PROPOSAL Page and provide costs as requested in this RFP may deem your proposal non-responsive.**

**Hourly Rates:** The hourly and overtime rates proposed for each service shall include full compensation for labor, use of equipment provided by the contractor, and any other cost to the proposer. The typical regular hours are 7:30 am – 4:30 pm or 8:00 am – 5:00 pm Monday through Friday, excluding official City Holidays. No travel time will be paid for travel to and from offices or homes.

**Inspectors:**

Structural	Regular Hourly Rate.....\$70	per hour
	Overtime Hourly Rate...\$100	per hour
Electrical	Regular Hourly Rate.....\$75	per hour
	Overtime Hourly Rate...\$100	per hour
Mechanical	Regular Hourly Rate.....\$75	per hour
	Overtime Hourly Rate...\$100	per hour
Plumbing	Regular Hourly Rate.....\$75	per hour
	Overtime Hourly Rate...\$100	per hour
Engineering	Regular Hourly Rate.....\$95	per hour
	Overtime Hourly Rate...\$125	per hour
Landscaping	Regular Hourly Rate.....\$95	per hour
	Overtime Hourly Rate...\$125	per hour

**Plan Examiners:**

Structural	Regular Hourly Rate.....\$75	per hour
	Overtime Hourly Rate...\$100	per hour
Electrical	Regular Hourly Rate.....\$75	per hour
	Overtime Hourly Rate...\$100	per hour
Mechanical	Regular Hourly Rate.....\$75	per hour
	Overtime Hourly Rate...\$100	per hour
Plumbing	Regular Hourly Rate.....\$75	per hour
	Overtime Hourly Rate...\$100	per hour

**Building Officials:**

Asst. Building Official	Regular Hourly Rate.....\$95	per hour
	Overtime Hourly Rate...\$125	per hour
Building Official	Regular Hourly Rate.....\$95	per hour
	Overtime Hourly Rate...\$125	per hour

Estimated Annual Costs Based on Estimated Hours per Year in each service area as follows:

**Inspectors:**

Structural	8,000 Regular Hours Per year x \$70	per hour = \$560,000
Electrical	800 Regular Hours Per Year x \$75	per hour = \$60,000
Mechanical	2,000 Regular Hours Per Year x \$75	per hour = \$150,000
Plumbing	2,000 Regular Hours Per Year x \$75	per hour = \$150,000
Engineering	500 Regular Hours Per Year x \$95	per hour = \$47,500
Landscaping	500 Regular Hours Per Year x \$95	per hour = \$47,500
<b>Subtotal Inspectors</b>		<b><u>\$1,015,000</u></b>

**Plan Examiners:**

Structural	6,000 Regular Hours Per Year x \$75	per hour = \$450,000
Electrical	1,200 Regular Hours Per Year x \$75	per hour = \$90,000
Mechanical	2,000 Regular Hours Per Year x \$75	per hour = \$150,000
Plumbing	1,300 Regular Hours Per Year x \$75	per hour = \$97,500
<b>Subtotal Plan Examiners</b>		<b><u>\$787,500</u></b>

**Building Officials:**

Asst. Building Official	240 Regular Hours Per Year x \$95	per hour = \$22,800
Building Official	240 Regular Hours Per Year x \$95	per hour = \$22,800
<b>Subtotal Building Officials</b>		<b><u>\$45,600</u></b>

**Emergency/Natural Disaster Inspections**

Structural	1,500 Regular Hours per event x \$70	per hour = \$105,000
Electrical	1,500 Regular Hours per event x \$70	per hour = \$112,500
Mechanical	1,500 Regular Hours per event x \$70	per hour = \$112,500
Plumbing	1,500 Regular Hours per event x \$70	per hour = \$112,500
<b>Subtotal Emergency/Natural Disaster Inspections</b>		<b><u>\$442,500</u></b>

**Total Inspectors + Plan Examiners + Building Officials + Disaster hours \$2,290,600**

## LETTER OF INTEREST

October 10, 2014

**City of Fort Lauderdale**  
**Procurement Services Division**  
 100 N. Andrews Avenue, Room 619  
 Fort Lauderdale, FL 33301

**Subject: Inspection and Plan Examination Services**  
 Letter of Interest

Dear Procurement Specialist,

It is with great pleasure that we, NOVA Engineering and Environmental LLC (NOVA) submit this Request for Proposals (RFP) for Inspection and Plan Examination Services, so that we may provide the City of Fort Lauderdale with Inspection and Plan Examination services on an as needed basis. NOVA is exceptionally well qualified, experienced, and strategically located to perform this work. Our team of FS468 Building Officials and Building Code Inspectors are structured to provide timely and responsive services for this contract.

The NOVA Team Has:

- Established a long-term presence and commitment to providing Professional Building Inspections
- A successful, proven track record of providing Plan Examination Services
- Ability to execute an agreement and provide a high level of service to the City of Fort Lauderdale
- No conflicts of interest
- Ample qualified available staff to meet any project requirement
- An office at 4350 Oakes Road in Fort Lauderdale, Florida; and Inspectors located throughout Florida allowing for effective use of personnel, equipment and supervision of field activities and coordination with the City of Fort Lauderdale
- Strong work management capabilities
- Serious and rigorous commitment to safety
- Unmitigated understanding of the City of Fort Lauderdale's needs
- Extensive previous Municipal Support experience
- Strong desire and commitment to work with the City of Fort Lauderdale

NOVA truly understands the expectations and requirements of Municipal Support Services, given the many similar contracts executed over the past 16 years. In fact, NOVA currently provides these exact same services to The City of Miami Beach, The City of Naples, The City of Fort Lauderdale, Miami-Dade Community College, The City of Tampa, The City of Umatilla, The City of Astatula, The Town of Lady Lake, Collier County, Collier School District, Manatee Community School District, Sumter County School District, Hillsborough Community College, Polk State University, St. Petersburg College, and St. Leo University, State of Florida Department of Corrections, State of Florida Department of Juvenile Justice, State of Florida Department of Agriculture, Hillsboro County and Pasco County.

## LETTER OF INTEREST

### ◆ LETTER OF INTEREST – (CONT'D)

This Inspection and Plan Examination Services contract will be administered from NOVA's Fort Lauderdale, Florida office, utilizing our local staff. We have certified and experienced Building Officials and Inspectors available to handle any and all your City Facilities Division, Parks and Recreation Department needs. However, if additional licensed inspectors are required, we have the ability to augment our existing staff with NOVA professionals from our other 5 Florida divisions. In the event of a natural disaster, NOVA can dispatch resources from other non-affected regions to work with FEMA, State, County and City government representatives.

Our Quality Assurance program begins with NOVA's own recruitment philosophy: we hire only qualified, honest, and committed people. We encourage their professional growth with praise and reward. The NOVA TEAM's carefully screened personnel, combined with our internal QA systems, streamlined operating procedures, modern tools, Quality Control Manager who oversees our deliverables and level of service, and a well-defined objective, results in the high quality services that the NOVA TEAM is well known for providing.

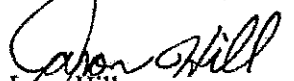
NOVA was established on the principles of excellence, quality, and service. We are committed to staying on the cutting edge of issues to help our clients meet the challenges of tomorrow. Our principals and staff of professionals are the best in the business with long histories of success. Every person on our team is dedicated to providing quality, cost-effective professional services that lead to practical and innovative solutions for our clients in a prompt and responsible manner based on sound business and construction practices.

NOVA offers a staff with many collective years of successful experience providing plan examination and inspection services. Our proposed team has established an excellent reputation for having and maintaining an in-depth knowledge of the latest codes and code developments. All of our professionals have the knowledge and experience gained by years of service to municipalities of all types and sizes. The City of Fort Lauderdale can be assured that NOVA is devoted to every detail of this contract. Mr. Jason Hill, NOVA's Executive Vice President located within the Fort Lauderdale office, will be the Project Manager and point of contact with regard to all contractual matters, including payment of any and all charges. Mr. Hill works on several Municipal Support Contracts and commits to insuring that every detail of this contract is run efficiently and that all deadlines are met flawlessly.

Thank you for considering NOVA for your professional service needs. We look forward to providing The City of Fort Lauderdale with facility condition assessment services and establishing a long and mutually beneficial relationship. If you have any questions regarding our qualifications or if you require additional information, please do not hesitate to contact Mr. Jason Hill, Executive Vice President at (954) 424-2520 or [jhill@usanova.com](mailto:jhill@usanova.com).

Sincerely,

NOVA Engineering and Environmental LLC

  
Jason Hill  
Executive Vice President

## STATEMENT OF PROPOSED SERVICES

---

### **◆ TYPE OF BUSINESS**

NOVA Engineering and Environmental LLC, a registered corporation within the State of Delaware, is legally authorized, pursuant to the requirements of the Florida Statutes, to perform business in the State of Florida. We maintain sufficient insurance coverage to meet the requirements of this RFP, and anticipate entering into a standard agreement with the City of Fort Lauderdale, Florida.

**Firm's Legal Name:** NOVA Engineering and Environmental, LLC

**Corporate Headquarters:** 3640 Kennesaw N. Industrial Parkway, Suite E  
Kennesaw, GA 30144

**Local Office:** 4350 Oakes Road, Suite 518  
Fort Lauderdale, FL 33314  
954.424.2520 (Phone)  
954.424.2580 (Fax)

**Key Contact:** Jason Hill, Executive Vice President

**State of Incorporation:** Delaware

**Federal ID Number:** 26-0347209

### **List of Corporate Principals:**

1. **Randall Bagwell, CEO**
2. **Jason Hill, Executive Vice President**
3. **Ken Houseman, Executive Vice President**
4. **Robert Hughes, Vice President**
5. **Tamre Passmore, Controller**



## STATEMENT OF PROPOSED SERVICES

---

### **COMPANY INFO & EXPERTISE**

Established in 1996, NOVA Engineering and Environmental (NOVA) was originally founded to provide Environmental Consulting, Geotechnical Engineering, and Construction Materials Testing and Inspection services to the design and construction community, primarily in the Eastern United States.

In addition to our traditional Environmental, Geotechnical Engineering, and CMT consulting, NOVA also provides Building Envelope and Roofing Consulting services that include building envelope condition assessments, design development review, failure analysis, as well as building envelope/roofing testing and inspection services during construction and/or rehabilitation.

NOVA has put together one of Florida's largest pool of FS468 Building Code Inspectors, Building Officials and Engineers that can help you maintain the building standards of your community. NOVA has expanded to provide industry leadership in building code compliance services that include: Municipal and Government Outsourcing, Loss Prevention, Construction Defect Mitigation, Private Provider™ and HUD Inspection services. NOVA currently provides similar services to The City of Miami Beach, The City of Naples, The City of Fort Lauderdale, Miami-Dade Community College, The City of Tampa, The City of Umatilla, The City of Astatula, The Town of Lady Lake, Collier County, Collier County School District, Manatee Community School District, Sumter County School District, Hillsborough Community College, Polk State University, St. Petersburg College, and St. Leo University, State of Florida Department of Corrections, State of Florida Department of Juvenile Justice, State of Florida Department of Agriculture, Hillsboro County and Pasco County.

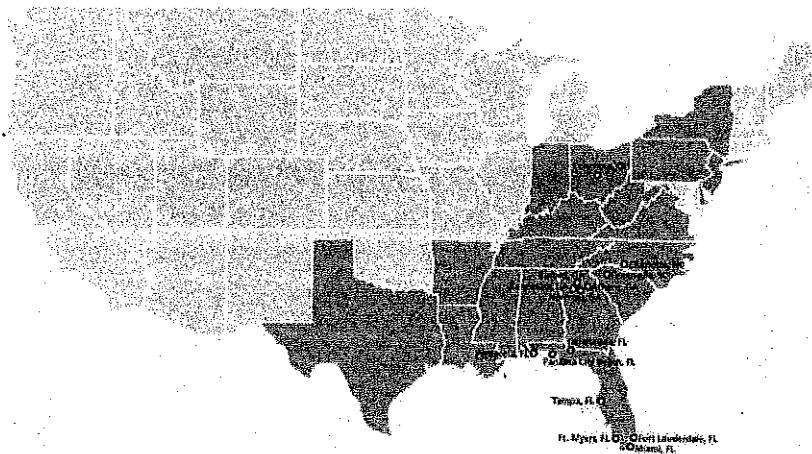
Currently, NOVA employs approximately 230 personnel located in 12 offices. Our Fort Lauderdale office at 4350 Oakes Road, Suite 518, Fort Lauderdale, Florida 33314 will manage this contract. Mr. Jason Hill, Executive Vice President and Principal is authorized to negotiate and bind NOVA contractually. Our professional staff consists of registered engineers, geologists, scientists, F.S. 468 inspectors and plans examiners, building officials, laboratory specialists, NICET-certified technicians, AWS-certified welding inspectors, and specialty consultants.

# STATEMENT OF PROPOSED SERVICES

## ❖ COMPANY INFO & EXPERTISE - (CONT'D)

NOVA's office locations include:

- *Fort Lauderdale, Florida*
- Atlanta (Kennesaw), Georgia
- Buford, Georgia
- Athens, Georgia
- Charlotte, North Carolina
- Panama City Beach, Florida
- Pensacola, Florida
- Ft. Myers, Florida
- Tampa, Florida
- Miami, Florida
- Greenville, SC



### NOVA's Professional Team

The municipal support market is very competitive. What distinguishes NOVA from other firms is our commitment to providing true solution-oriented services to our Clients. We do this by stressing three fundamental principles:

- **Listen**
- **Analyze**
- **Solve**

Our professional and technical team members are dedicated to these principles and implement them by **Listening** to the client; **Analyzing** the data available; and ultimately **Solving** our Client's problems/needs in a quality and cost-effective manner.



### Client Base

On a daily basis, NOVA provides consulting services to both the public and private sector, including: Higher Education, city, county and state governments, departments of transportation, school boards, owners, developers, architects, general contractors, and property management companies. NOVA project

## **STATEMENT OF PROPOSED SERVICES**

### **◆ COMPANY INFO & EXPERTISE - (CONT'D)**

types include: dormitories, parking garages, multi-family complexes (apartments, condominiums, town homes), office buildings (low to high-rise), hotels, K-12 educational facilities, universities, roads, bridges, wastewater treatment plants, warehouses, judicial facilities, and healthcare facilities to name a few.

### **GENERAL UNDERSTANDING AND APPROACH**

The failure of any community to have efficient Building Code Enforcement programs in place could cause great harm to the community. These Codes and other related regulations were written to protect the health and safety of all citizens. They were also written to prevent the loss of property and the diminishing of property values. NOVA fully understands the critical importance of building code compliance and will provide the highest level of Building Code – Building Official, Fire Inspections and Fire Plan Review (If Requested), Plan Review, Building Code Inspection Services, and Related Support Services possible in order to keep The City of Fort Lauderdale a safe and wholesome place to live and work.

### **◆ BUILDING OFFICIAL**

NOVA proposes to provide a Building Official that will provide direct regulatory administration and technical supervision of building plans review and inspections of building construction, erection, repair, addition, remodeling, demolition and/or alteration. This includes code matters such as mechanical, electrical, plumbing, structural, general building, enforcement of zoning, gas, roofing, energy, HVAC, and accessibility requirements. These duties will be performed on all projects that require enforcement of and compliance with the Florida Building Code, federal and state ordinances and statutes regulating public health, welfare and safety.

The Building Official will provide consultation and assist in the execution of all building code enforcement activities. The Building Official will properly manage all staff that report to him/her to ensure quality of service, proper certification and training, employee satisfaction, and the overall wellbeing of the Building Department. We understand that the Building Official serves a vital and central role for all projects and therefore, all of the duties required of the Building Official cannot be limited to this listing alone.

The Building Official will perform all of his/her duties in a professional and courteous manner at all times. The Building Official must approach their duties as a compassionate and patient person while maintaining technical accuracy and professionalism. In the event that these criteria cannot be met, a suitable replacement will be made.

### **Coordination and Communication**

The Building Official will oversee all activities and staff for this contract. Mandatory weekly staff meetings involving the contract will be hosted by the Building Official in order to share technical and administrative information and to discuss project schedules and deadlines. The

## STATEMENT OF PROPOSED SERVICES

### **BUILDING OFFICIAL - (CONT'D)**

Building Official will monitor all plan review completion reports, inspection activity reports and permit issuance reports.

It will then be the Building Officials responsibility to communicate to the staff any required actions or adjustments that may be needed in order to keep all projects and systems running efficiently.

The Building Official will maintain constant and open communication with staff from the City of Fort Lauderdale at all times. The NOVA Project Manager and Quality Assurance Manager will be in continual communication with the Building Official in order to ensure the proper operation of these services.

#### **Reporting**

The Building Official and Project Manager will prepare and provide clarification on all required reports. NOVA's project manager and Quality Assurance Manager will require weekly reports on staff utilization, plan review completion, inspection activity, and permit issuance. This constant oversight insures that all plan reviews and inspections are completed in a timely – professional manner.

### **CODE COMPLIANT INSPECTION SERVICES**

NOVA proposes to provide all professional inspection services on applicable structures within the City of Aventura. This will include inspections of structural, general building, fire, roofing, plumbing, electrical, accessibility and mechanical requirements, as contained in the Florida Building Code and any applicable amendments and/or ordinances enacted by the City of Aventura. We will maintain records of our inspections and investigations and prepare written reports, as necessary and required by the City Authority and the Florida Building Code.

For NOVA's current clients, we are providing next-day inspections services (less than 24 hour notice) at a specified time requested by them. Additionally, we are currently providing late night, weekend and holiday inspections for several of our commercial projects to help meet our clients' needs.

#### **Coordination and Communication**

NOVA staff will communicate with engineers, contractors, and City staff to provide information and resolution to issues arising in their construction projects. Inspections will be performed in a professional and timely manner in accordance with requirements established by the City.



## STATEMENT OF PROPOSED SERVICES

### ✦ *CODE COMPLIANT INSPECTION SERVICES - (CONT'D)*

#### Reporting

NOVA's Inspections Department will be required to prepare weekly, daily, and project specific inspection activity reports for use by the Building Official and the NOVA project management team as well as all designated City staff. These reports will be used to determine proper staffing levels, monitor response time, and identify need for additional training.

### ✦ *RELATED SUPPORT SERVICES*

If requested by the City of Fort Lauderdale, NOVA will provide Permit Technician(s) to assist with the processing permits associated with all phases of building construction as well as occupational licensing applications. Permit Technicians work will involve the receipt, review, processing and proper routing of applications according to established department policies, procedures, and applicable regulatory standards.

NOVA Permit Technicians will be responsible for, but not limited to:

- Accept, review, and processing permit applications;
- Determine, Collect, and communicate permit fees;
- Reviews permit application submittals to ensure complete and accurate documentation is provided.
- Answer inquiries and provide information pertaining to permits and advise customers accordingly;
- Prepare plans for, and routing to, the various disciplines applicable to the specific application type, and follow through to ensure approvals are obtained and permit is issued.
- Relay information to the permit applicants in person, over the phone, via facsimile or by issuing standardized letters approved or in use now by the City of Fort Lauderdale.
- Insure contractors are registered, qualified, licensed and insured prior to permit issuance.
- Coordinate with other City of Fort Lauderdale divisions and departments, including the: Planning Division, Fire Department, Roads and Drainage, Watershed Management, Transportation, Sanitation, Health Department, and GIS, as necessary to accomplish tasks.



## STATEMENT OF PROPOSED SERVICES

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### ◆ *RELATED SUPPORT SERVICES – (CONT'D)*

NOVA permitting staff will always maintain a pleasant attitude with a strong commitment to customer satisfaction. In providing the services above, NOVA staff will adhere to, *or exceed*, the minimum turn-around-times established by NOVA and the City of Fort Lauderdale.

### ◆ *INTRODUCTION TO THE PROJECT TEAM*

The NOVA TEAM was established on the principles of excellence, quality, and service. We are committed to staying on the cutting edge of issues to help our clients meet the challenges of tomorrow. Our principals and staff of professionals are the best in the business with a long history of success. Every person on our team is dedicated to providing quality, cost-effective professional services that lead to practical and innovative solutions for our clients in a prompt and responsible manner based on sound business and construction practices.

The NOVA TEAM consists one of Florida's largest pool of FS468 Building Code Inspectors, Plan Reviewers, Building Officials and Engineers with over one hundred collective years of successful experience providing building code services. Our proposed team has an impeccable reputation for having and maintaining an in-depth knowledge of the latest codes and code developments. All of our professionals have the knowledge and experience gained by years of service to municipalities of all types and sizes.

The NOVA TEAM is committed to meeting the requirements of this contract. NOVA will provide services, on an-as-needed basis to The City of Fort Lauderdale in compliance with the County's adopted Zoning Ordinances and Land Development Codes, Florida Building Code, Florida Fire Prevention Code, Life Safety Code, Property Maintenance Codes, Unsafe Building Abatement Code, and the Coastal Construction Code. We will coordinate these activities with the Fire Control District, the State Fire Marshall, the Florida Building Commission, and other responsible local, state, and federal agencies, departments and entities as necessary and/or as directed under your authority.

The NOVA TEAM is highly experienced and respected for performing the individual services that each team member provides. Listed below is a general description of each Team member and the functions they will be able to perform for this contract.

# STATEMENT OF PROPOSED SERVICES

## **GENERAL DESCRIPTION OF THE PROJECT TEAM**

### **Project Manager/Quality Control: Jason Hill, Executive Vice President**

Mr. Jason Hill, Executive Vice President, will oversee all of NOVA's personnel and will meet and communicate regularly with the City of Fort Lauderdale. Mr. Hill's background in the construction industry has been extensive. Mr. Hill brings over 20 years of combined professional experience within the consulting engineering field. Starting as a concrete technician in the mid 1980's, and subsequently expanding into various materials testing and code compliance roles, Mr. Hill obtained an extensive knowledge in the materials testing and geotechnical engineering fields. In the early 1990's, he took on the task of project manager where he oversaw as many as 30 projects at a time and his project management skills were honed. For the past 15 years, Mr. Hill has served positions as Branch Manager, District Manager, and Regional Chief Executive and now serves as NOVA's Executive Vice President overseeing operations in Florida.

### **Project Manager/Quality Control: James Brunetti, Vice President**

Mr. Brunetti has 30 years of experience in structural and civil engineering. He is a registered professional engineer in the states of New York, New Jersey and Florida. He has operated in various levels of engineering management and has served as a project manager on many complex structural and civil engineering projects.

Mr. Brunetti serves as the Business Unit Manager of our Fort Lauderdale office. In this role, his responsibilities include day to day management and oversight of all business activities of the office, which includes ensuring technical quality control and oversight and client relations.

#### **CERTIFICATIONS / REGISTRATIONS:**

- Professional Engineer, State of Florida, 41607
- Professional Engineer, State of New York, 058255
- Professional Engineer, State of New Jersey, 24GE02765000

### **Fire Safety Inspector, Fire Plans Examiner 1 & 2, Standard Inspector, Plans Examiner, Building Code Administrator; Brad J. Weigle**

Mr. Weigle has over twenty five years in the construction industry. Mr. Weigle currently serves as a Plans Examiner, Inspector, Fire Safety Inspector and Fire Plans Examiner for NOVA. Mr. Weigle holds several additional certifications including Building Code Administrator, Certified Building Contractor as well as Electrical Contractor.

Brad provides fire inspections, fire plan review, and building inspections for a variety of school, commercial, and residential projects. His experience includes performing on-site inspection of related fire code and construction trades to ensure compliance with technical code and design specifications.

#### **CERTIFICATIONS / REGISTRATIONS:**

- Fire Safety Inspector
- Fire Plans Examiner 1 & 2
- Standard Inspector, State of Florida, BN2502 (Standard Inspector)
- Plans Examiner, State of Florida, PX1409
- Building Code Administrator, State of Florida, BU1059
- Certified Building Contractor, State of Florida, CBC026937

# STATEMENT OF PROPOSED SERVICES

## **GENERAL DESCRIPTION OF THE PROJECT TEAM - (CONT'D)**

### **Examiner, Building Code Administrator, Standard Inspector: Dan Divan**

Mr. Divan serves as a Standard Building Inspector for NOVA Engineering. He has over 17 years of construction inspection and code compliance experience and Dan holds several professional certifications including his State of Florida 1&2 Family Dwelling, Building, Mechanical and Plumbing Standard Inspector certifications. In addition Mr. Divan is a Certified General Contractor.

#### **CERTIFICATIONS / REGISTRATIONS:**

- *Standard Inspector, State of Florida, BN4041 (1&2 Family Dwelling, Building, Mechanical, Plumbing, Medical Gas)*
- *Certified General Contractor, State of Florida, CGC058232*

### **Professional Engineer, Standard Inspector, Sandro Maldonado**

Sandro Maldonado has over 19 years of construction and engineering experience. His background includes structural engineering, geotechnical engineering, materials testing and quality assurance inspections. Mr. Maldonado is licensed by the State of Florida Department of Professional Regulation as a Professional Engineer and by the Florida Statute §468 as Standard Inspector, he has earned his Building Inspector certification (ICC) and holds a Bachelor of Science Degree in Civil Engineering. He has successfully managed projects for municipalities and small to large firms.

#### **CERTIFICATIONS / REGISTRATIONS:**

- *Professional Engineer, State of Florida, PE73057*
- *Standard Inspector, State of Florida, BN6215*
- *Commercial Building Inspector*
- *ICC# 8013137-2B*

### **Professional Engineer, Joshua D. Hudson**

Mr. Hudson has more than 12 years of construction and engineering experience. His background includes hot mix asphalt paving, materials testing and quality control assurance inspections. Mr. Hudson licensed by the State of Florida Board of Professional Engineers as a Professional Engineer, as well as with the State of Mississippi Board of Licensure for Professional Engineers and Surveyors. Mr. Hudson holds a Bachelor of Science Degree in Civil Engineering and a Master's Degree in Business Administration. He has successfully participated and managed quality assurance and quality control programs in military construction projects for the past five years.

#### **CERTIFICATIONS / REGISTRATIONS:**

- *Professional Engineer, State of Florida, 69752*
- *Professional Engineer, State of Mississippi, 20566*

Mr. Hudson serves as a laboratory supervisor for our Fort Lauderdale, Florida office and as Project Engineer to assist clients in construction project management. In addition to providing project management services, he also reviews the quality of installation and workmanship of various components and construction systems to ensure proper installation was completed in accordance with acceptable construction practices.



# STATEMENT OF PROPOSED SERVICES

## ✦ GENERAL DESCRIPTION OF THE PROJECT TEAM - (CONT'D)

### Building Official/Standard Inspector/Plans Examiner: Roger Sanders, C.B.O

Mr. Sanders has more than 30 years experience in municipalities and in the private sector. His municipal experience includes management, plan review, inspection and code enforcement in a number of municipalities and counties throughout Florida. Mr. Sanders' Florida Statute §468 certifications include Building Code Administrator, Plans Examiner and Inspector.

#### CERTIFICATIONS:

- Building Code Administrator, State of Florida, BU399
- Standard Inspector, State of Florida, BN1150 (Building, Mechanical, Plumbing, Residential Electric)
- Standard Plan Examiner, State of Florida, PX651 (Building, Mechanical Plumbing, Electrical)
- Certified General Contractor License (Class "A"), State of Florida, CGC020715
- HUD Lead Hazard Visual Assessment Certification
- Energy Code Compliance, Certification Class II, State of Florida Dept. of Energy -
- Certified Storm Water Management Inspector, State of Florida

### Standard Inspector: Joe Atria

Mr. Atria began his construction career in 1984. Since that time, he has gained valuable project experience while working on a variety of public and private projects here in Florida. His background includes structural engineering and inspection, quality assurance inspections, private provider inspections, and materials testing services.

#### CERTIFICATIONS / REGISTRATIONS:

- Standard Inspector, State of Florida, BN3518
- PTI Certified Post Tensioning Inspector Level 2

### Standard Inspector: Valentino Perez, S.I.

Mr. Perez is registered by the State of Florida Department of Professional Regulation as a Florida Statute §468 licensed Standard Plans Examiner and Standard Inspector. Working as a Plans Examiner and Inspector for NOVA Engineering, Mr. Perez provides mandatory electrical plan review and inspection services to ensure compliance with technical codes and design specifications, and reviewing plans for conformance with applicable laws, codes and ordinances.

#### CERTIFICATIONS/ REGISTRATIONS:

- Standard Inspector, State of Florida, BN5804
- Standard Plans Examiner, State of Florida, PX3090
- Certified Specialty Contractor, ES1200511
- Commercial Electrical Inspector, ICC
- Electrical Plans Examiner, ICC

## STATEMENT OF PROPOSED SERVICES

### ◆ GENERAL DESCRIPTION OF THE PROJECT TEAM - (CONT'D)

#### Standard Inspector: Timothy G. Shrader, S.I.

Mr. Shrader serves as a Standard Inspector for NOVA Engineering. He has over 7½ years of experience as Structural Building Inspector and over 30 years of experience in many aspects of the construction industry which include, land clearing carpentry, footings, grade (slab) work, reinforcing steel (rebar), columns, beams, upper floors and decks. Mr. Shrader is extremely proficient at reading blueprints and building layout and has been a job site foreman and lead carpenter, supervising up to 20 employees. He has outstanding management and communication skills, as well as, attention to detail with regard to reports and record keeping.

#### CERTIFICATIONS:

- *Standard Inspector, State of Florida, BN4639 (Building)*

#### Standard Inspector, Plans Examiner: Joseph Patrick

Mr. Patrick has over twenty years in the construction industry. He spent over ten years as the Senior Plumbing and Mechanical Inspector II for the City of Boynton Beach Building Department. He was in charge of all plumbing, mechanical, fuel, gas line, and fire suppression, alarm, sprinkler system and life safety code compliance inspections for new and retrofit commercial construction projections, and all related daily duties associated with construction in City of Boynton Beach. He also interviewed, hired, and trained new Plumbing and Mechanical Inspectors for the City. Prior to his time as a building inspector, he spent over ten years working as a foreman for various Broward HVAC construction companies.

#### CERTIFICATIONS / REGISTRATIONS:

- *Plans Examiner, Mechanical & Plumbing, State of Florida, PX 1658*
- *Standard Inspector, Mechanical & Plumbing, State of Florida, BN 3485*

#### Standard Inspector, Plans Examiner: Jim Jackson

Mr. Jackson is registered by the State of Florida Department of Professional Regulation as a Florida Statute §468 licensed Standard Plans Examiner and Standard Inspector.

Working as a Plans Examiner and Inspector for NOVA Engineering, Mr. Jackson provides mandatory plan review and inspection services to ensure compliance with technical codes and design specifications, and reviewing plans for conformance with applicable laws, codes and ordinances.

#### CERTIFICATIONS/ REGISTRATIONS:

- *Standard Inspector, State of Florida, BN194*
- *Standard Plans Examiner, State of Florida, PX982*
- *Building Code Administrator, State of Florida, BU758*

# STATEMENT OF PROPOSED SERVICES

## ◆ GENERAL DESCRIPTION OF THE PROJECT TEAM - (CONT'D)

**Fire Service Instructor, Fire Arson Investigator, Fire Safety Inspector I & II  
Safety Officer, Public Information Officer, Standard Inspector,  
Plans Examiner: Phillip Anthony Russo**

Mr. Russo has over thirty seven years in the construction industry. Mr. Russo currently serves as Fire Service Manager and Standard Inspector for NOVA. He holds several certifications including his State of Florida Fire Safety I & II Inspector as well as State of Florida Fire Arson Investigator Certificate.

Phillip provides fire inspections, fire plan review, and building inspections for a variety of school, commercial, and residential projects. His experience includes performing on-site inspection of related fire code and construction trades to ensure compliance with technical code and design specifications.

Mr. Russo is able to bring his extensive knowledge of fire, life safety and building codes, especially as applicable to large and complex construction projects.

### CERTIFICATIONS / REGISTRATIONS:

- Standard Inspector, State of Florida, BN6329
- State of Florida Standard Plans Examiner, PX3327
- State of Florida Asbestos Building Inspector, 030161-8019
- State of Florida Fire Service Instructor I, 125069
- State of Florida Fire Arson Investigator, 106121
- State of Florida Fire Safety Inspector I, 102649
- State of Florida Fire Safety Inspector II, 120730
- Safety Officer
- Public Information Officer

**Standard Inspector: Francisco Boza**

Mr. Boza serves as a Standard Inspector for NOVA Engineering. He has over 20 years of engineering and inspection experience and Francisco holds his professional Standard Inspector, Structural Masonry Inspector, Post Tensioning Inspector Level 2, and ACI Concrete Technician Level 1 certifications.

Francisco's background includes serving over 20 years as a Standard Inspector in South Florida. During this time, he has been responsible for performing structural inspections in accordance with Florida Statute §553.79 (Threshold Building Law) on major construction projects, as well as, training and supervising new field inspectors.

### CERTIFICATIONS / REGISTRATIONS:

- Standard Inspector, State of Florida, BN2813 (Standard Inspector)
- Certified Structural Masonry Inspector, SMI-1065
- PTI-Certified Post Tensioning Inspector, Level 2
- Certified ACI Concrete Technician, Level 1

## STATEMENT OF PROPOSED SERVICES

### ★ GENERAL DESCRIPTION OF THE PROJECT TEAM - (CONT'D)

#### Standard Inspector, Plans Examiner: David Yocum

Mr. Yocum is registered by the State of Florida Department of Professional Regulation as a Standard Inspector and Plans Examiner and has over 17 years of related inspection and plans review experience and spent 13 years working directly for Miami-Dade County as an Electrical Inspector and Plant Electrician performing electrical building inspections for compliance with the Florida Electrical Code and all other applicable regulations.

Working as a Plans Examiner and Inspector for NOVA Engineering, David divides his time providing municipal support services for building departments on an as-needed basis, as well as, providing performing on-site inspections of related construction trades to ensure compliance with technical codes and design specifications, and reviewing plans for conformance with applicable laws, codes and ordinances on a variety of commercial, retail and residential projects.

#### CERTIFICATIONS/ REGISTRATIONS:

- *Standard Inspector, State of Florida, BN465*
- *Standard Plans Examiner, State of Florida, PX2695*
- *Certified Electrical Contractor, State of Florida, EC13002780*
- *Broward County BORA Certified*
- *Miami-Dade County Certificate of Competency - Journeyman*
- *Miami-Dade County Certificate of Competency - Master*

*As a result of 16 years of successful experience providing inspection services across Florida, NOVA engineers, inspectors, and plan examiners have established an excellent reputation for maintaining in-depth knowledge of the latest building codes and code developments. NOVA has established one of Florida's most experienced project teams that can provide the City of Fort Lauderdale with the experience, knowledge and quality service you deserve.*

# **BUSINESS LICENSES & CERTIFICATIONS**

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## ***BUSINESS LICENSES & CERTIFICATIONS***



State of Florida  
Board of Professional Engineers  
2639 North Monroe Street, Suite B-112  
Tallahassee, FL 32303-5268

NOVA Engineering and Environmental, LLC  
3640 KENNESAW NORTH IND. PKY STE E  
KENNESAW, GA 30144

Each licensee is solely responsible for notifying the Florida Board of Professional Engineers in writing the licensee's current address.

Name changes require legal documentation showing name change. An original, a certified copy, or a duplicate of an original or certified copy of a document which shows the legal name change will be accepted unless there is a question about the authenticity of the document raised on its face, or because the genuineness of the document is uncertain, or because of another matter related to the application.

At least 90 days prior to the expiration date shown on this license, a notice of renewal will be sent to your last known address. If you have not yet received your notice 60 days prior to the expiration date, please call (850) 521-0500, or write, Florida Board of Professional Engineers, 2639 North Monroe Street, Suite B-112, Tallahassee, FL 32303-5268 or e-mail: board@fbpe.org. Our website address is <http://www.fbpe.org>.

# State of Florida

## Board of Professional Engineers

Attests that

### NOVA Engineering and Environmental, LLC



is authorized under the provisions of Section 471.023, Florida Statutes, to offer engineering services to the public through a Professional Engineer, duly licensed under Chapter 471, Florida Statutes.

Expiration: 2/28/2015

Audit No: 228201502455

Certificate of Authorization

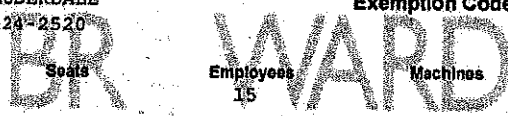
CA Lic. No:  
27772

**BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT**

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 - 954-831-4000  
**VALID OCTOBER 1, 2014 THROUGH SEPTEMBER 30, 2015**

**DBA:** NOVA ENGINEERING & ENVIRONMENTAL  
**Business Name:** LLC  
**Receipt #:** 329-35911  
**Business Type:** ALL OTHERS (STRUCT INSPECT/MTRLS TESTING)  
**Owner Name:** RANDALL L BAGWELL  
**Business Location:** 4350 OAKES RD STE 518 FT LAUDERDALE  
**Business Phone:** 954-424-2520  
**Business Opened:** 12/25/2005  
**State/County/Cert/Reg:**  
**Exemption Code:**

Rooms      Seats      Employees      Machines      Professionals



		For Vending Business Only				
		Number of Machines:		Vending Type:		
Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost	Total Paid
120.00	0.00	0.00	0.00	0.00	0.00	120.00

**THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS**

**THIS BECOMES A TAX RECEIPT  
 WHEN VALIDATED**

This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

**Mailing Address:**

NOVA ENGINEERING & ENVIRONMENTAL L.  
 4350 OAKES RD STE 518  
 FORT LAUDERDALE, FL 33314

**Receipt #** 1CF-13-00018805  
**Paid** 09/16/2014 120.00

**2014 - 2015**

**BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT**

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 - 954-831-4000  
**VALID OCTOBER 1, 2014 THROUGH SEPTEMBER 30, 2015**

**DBA:** NOVA ENGINEERING & ENVIRONMENTAL LLC  
**Business Name:** NOVA ENGINEERING & ENVIRONMENTAL LLC  
**Receipt #:** 315-779  
**Business Type:** ENGINEER (ENGINEERING)  
**Owner Name:** RANDALL L BAGWELL  
**Business Location:** 4350 OAKES RD STE 518 FT LAUDERDALE  
**Business Phone:** 954-424-2520  
**Business Opened:** 11/15/2002  
**State/County/Cert/Reg:** 27772  
**Exemption Code:**

Rooms      Seats      Employees      Machines      Professionals

Tax Amount	For Vending Business Only				Collection Cost	Total Paid
	Transfer Fee	NSR Fee	Penalty	Prior Years		
30.00	0.00	0.00	0.00	0.00	0.00	30.00

**THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS**

**THIS BECOMES A TAX RECEIPT**

**WHEN VALIDATED**

This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

**Mailing Address:**

NOVA ENGINEERING & ENVIRONMENTAL L  
 4350 OAKES RD STE 518  
 FORT LAUDERDALE, FL 33314

Receipt #1CP-13-00018805  
 Paid 09/16/2014 30.00

**2014 - 2015**



# CERTIFICATE OF INSURANCE

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## *CERTIFICATE OF INSURANCE*



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
9/2/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> IRONWOOD INSURANCE SERVICES, LLC 3715 Northside Parkway NW STE 1-500 Atlanta GA 30327-2868		<b>CONTACT NAME:</b> Nancy Rogge <b>PHONE (A/C No. Exp):</b> (404) 503-9100 <b>FAX (A/C. No):</b> (404) 503-9101 <b>E-MAIL ADDRESS:</b> nrogge@ironwoodins.com	
<b>INSURED</b> Nova Engineering and Environmental, LLC Nova Engineering and Environmental, Inc. 3640 Kennesaw North Industrial Pkwy Suite E Kennesaw GA 30144		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Colony Specialty Insurance Co 36927 INSURER B: Cincinnati Insurance Company 10677 INSURER C: Allied World Assurance Co 19489 INSURER D: INSURER E: INSURER F:	

**COVERAGES**      **CERTIFICATE NUMBER:** 14-15 Master Liability      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBR ISR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY					EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		PACE302573	8/31/2014	8/31/2015	MED EXP (Any one person) \$ 5,000
	GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROTECT <input checked="" type="checkbox"/> LOC					
B	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO					BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS		CAP 5227915	8/31/2014	8/31/2015	BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR					EACH OCCURRENCE \$ 2,000,000
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE					AGGREGATE \$ 2,000,000
	DED RETENTION \$		EXC30257	8/31/2014	8/31/2015	\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					UIC STATUTORY LIMITS OTHER
ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
C	Professional Liability		0309-1788	8/31/2014	8/31/2015	Each Claim \$2,000,000 Aggregate \$4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

<b>CERTIFICATE HOLDER</b>  Evidence of Insurance	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  Francie Mooney/NANROG



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
03/21/2014

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> 1-727-797-4190 Arthur J. Gallagher Risk Management Services, Inc. 4904 Eisenhower Blvd., Ste 250 Tampa, FL 33634	<b>CONTACT NAME:</b> PHONE (A/C No. Ext): FAX (A/C No): E-MAIL: ADDRESS:														
<b>INSURED</b> Nova Engineering and Environmental, LLC 4350 Oakes Road, Suite 518 Fort Lauderdale, FL 33314	<table border="1" style="width:100%"> <thead> <tr> <th style="width:80%">INSURER(S) AFFORDING COVERAGE</th> <th style="width:20%">NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: TECHNOLOGY INS CO INC</td> <td>42376</td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: TECHNOLOGY INS CO INC	42376	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
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INSURER A: TECHNOLOGY INS CO INC	42376														
INSURER B:															
INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

**COVERAGES**                                  **CERTIFICATE NUMBER: 38905277**                                  **REVISION NUMBER:**

**THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.**

INSR LTR	TYPE OF INSURANCE	ADDL/ISBR/INSR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>GENERAL LIABILITY</b>						EACH OCCURRENCE \$
	<input type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						MED EXP (Any one person) \$
							PERSONAL & ADV INJURY \$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$
							\$
	<b>AUTOMOBILE LIABILITY</b>						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident) \$
							\$
	<b>UMBRELLA LIAB</b>						EACH OCCURRENCE \$
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						\$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>			TWC3405261	03/01/14	01/01/15	<input checked="" type="checkbox"/> NO STAT-UTORY LIMITS <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)		N/A				E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)**

**CERTIFICATE HOLDER**

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*W. C. [Signature]*

## UNDERSTANDING THE CITY'S NEEDS

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### **UNDERSTANDING AND APPROACH**

NOVA is fully committed to providing the City of Fort Lauderdale with the most qualified TEAM that will continually respond and adapt to your ever-changing needs for building code inspection services. We understand the required commitment associated with providing The City of Fort Lauderdale with top-level services. **We are committed to devote every resource NOVA has to insure that every aspect of this contract is met in a professional workmanlike manner.**

NOVA truly understands the importance of this contract from the initial transition period to the execution of the contract. We are committed to being a true "**TEAM**" member to the City of Fort Lauderdale. We know that, from past experience, for this contract to be successful, the City of Fort Lauderdale will need a firm such as "**NOVA**" who truly has the past experience and expertise to assist the city from beginning of the contract through the duration of operation. ***NOVA has fully examined this RFP for Inspection and Plan Examination Services and completely understands the requirements. NOVA is more than capable of performing the scope of services outlined within this RFP.***

NOVA's objective is to create a partnership with the residents of the community, contractors, and design professionals. Our goal is to make the completion of their project as flawless as possible. We know that communication and compassion with our clients can assist in making what can be a daunting process more efficient, less confrontational and beneficial to all.

Through NOVA's successful track record of providing competent and timely services on multiple outsourcing projects we have proven ourselves as a leader in municipal building department outsourcing. We note that NOVA has successfully managed several similar contracts over the past 16 years. We pride ourselves in the ability to meet all of our clients' needs, including scheduling and staffing needs. **We will NOT let you down.**

## UNDERSTANDING THE CITY'S NEEDS

### ◆ UNDERSTANDING AND APPROACH – (CONT'D)

When an assignment for Inspection or Plan Examination services has been issued to NOVA, the following preliminary project plan and procedures will be implemented:

1. Upon receipt of a request for services, the designated Project Manager will contact the City's Project Manager of the assigned project to discuss and review the project scope requirements, objectives, schedule, and goals. Applicable guidelines and work procedures will be identified to ensure that building code inspections will be performed in accordance with applicable standards and guidelines set forth.
2. The designated NOVA Project Manager will review project specifics with applicable Technical Director responsible for the Quality Assurance of the services provided. Work will be assigned to best qualified professional for the services requested.
3. The designated Project Manager will be responsible for all aspects of the project including coordination of resources, communications, performance and quality of services.
4. NOVA will notify the City of scheduled service the day prior to said service.
5. Project Manager will monitor the progress of project to assure that no inspection is missed
6. Project Manager will communicate periodically with City personnel to apprise them of project progress, discuss possible issues, and findings.
7. Reports will be submitted to Technical Director for review in order to ensure quality of services, validity of results, and adherence to company policies, applicable standards, and regulations.
8. NOVA will perform professionally throughout the inspection process and will implement additional standards and services when required, to assure total compliance with the building code inspection services provided to the City.
9. Once services are completed, the NOVA Project Manager will contact the designated contact from the City in order to discuss performance in order to continue to provide quality services to the City's operations.

NOVA believes that FOCUS is extremely important in business. At NOVA, we remain focused on knowing our Clients' project goals, helping create cost savings and communicating effectively. As we progress through our work assignments, we continually keep our clients updated on project findings.

**We are communication oriented, with positive, action-oriented attitudes.**

The mission of NOVA's principals was to create a Municipal Support consulting TEAM that listened to their Clients, developed a clear understanding of our Clients' needs and goals, and to tailor our services to meet those needs in a quality, timely, and cost-effective manner. **NOVA's goal is to be the leader in our profession and to set the standards that other consultants in our industry strive to obtain. Based on feedback from our Clients, NOVA has and continues to meet and exceed their expectations.**

## UNDERSTANDING THE CITY'S NEEDS

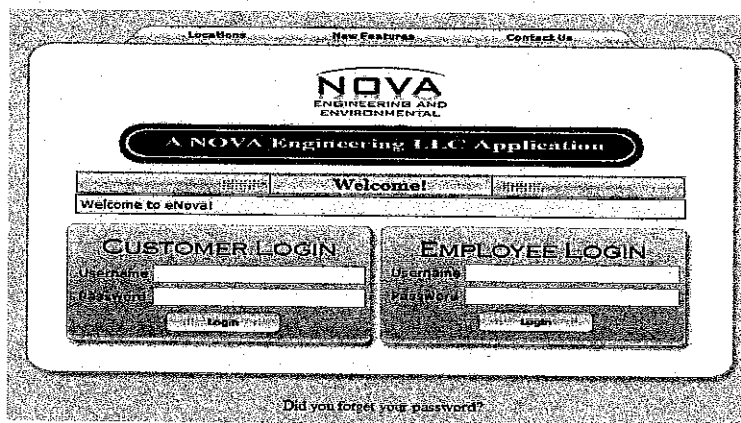
### ✦ *WORK PROCESS EFFICIENCIES*

As a private for-profit business entity, NOVA TEAM utilizes multiple means of improving on employee utilization rates, operating cost reductions, and customer satisfaction. Many of these same devices will enable us to produce a work product in reduced time and therefore reduced operating cost. However, the NOVA TEAM will never sacrifice quality and customer satisfaction for increased profits.

Specifically, the NOVA TEAM will be able to provide expedited turn-around-times by implementing proper work flow management techniques and by utilizing additional off-site supplemental plans examination and inspection staff during periods of peak demand.

### ✦ *REPORTING - PROJECT MANAGEMENT SOFTWARE*

NOVA is continuously finding new ways to utilize modern technology to benefit our clients and improve communication and quality assurance. eNova, NOVA's own on-line software, was developed using cutting edge technology to automate the scheduling of work orders, manage contacts, clients, projects and deliver digitized inspection reports in real-time. Thanks to this state-of-the-art technology,



NOVA is able to deliver timely, accurate, and cost effective service to its clients on an on-going basis. *NOVA will provide the City of Fort Lauderdale access to eNova, or we will be more than happy to utilize different software to comply with the current system that is in place with The City.*

### ✦ *QUALITY ASSURANCE*

Our Quality Assurance program begins with the NOVA TEAM's own recruitment philosophy: Hire only qualified, honest, and committed people. We encourage their professional growth with praise and reward. The NOVA TEAM's carefully screened personnel, combined with our internal QA systems, streamlined operating procedures, modern tools, Quality Control Manager

## UNDERSTANDING THE CITY'S NEEDS

### ✦ *QUALITY ASSURANCE – (CONT'D)*

who oversees our deliverables and level of service, and a well-defined objective, results in the high quality services that the NOVA TEAM is well known for providing.

### ✦ *EMPLOYEE TRAINING*

Training is a crucial part of any employee / employer relationship, in fact, we believe it's vital. Timely training is required to impart new needed skill levels, master new technologies, inform employees of policy changes and provide continuous education. The NOVA TEAM offers its employees in-house training, code update workshops and continuing education credits.

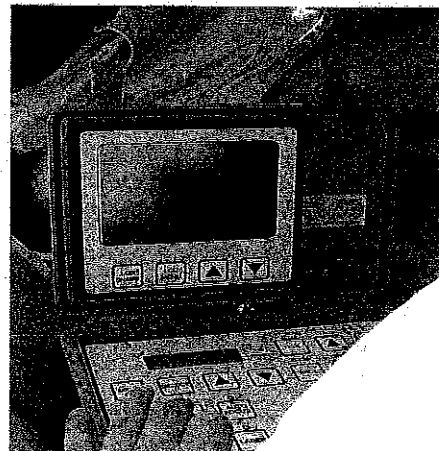
### ✦ *CONTINUING EDUCATION AND CERTIFICATION*

The NOVA TEAM recognizes that supporting continuing education and certification is imperative to preserving our lead in the Development Services industry and the firm continues to encourage its employees to study and gain additional licensure and skill sets.

To further inspire continued professional growth, NOVA has implemented a policy whereby employees can enhance their career advancement as they earn additional certification. These include FS 468-certified fire inspector, building inspector, residential building inspector, electrical inspector, residential electrical inspector, mechanical inspector, residential mechanical inspector, plumbing inspector, residential plumbing inspector, coastal construction inspector, one and two family dwelling inspector, building plans examiner, fire plans examiner, electrical plans examiner, mechanical plans examiner, plumbing plans examiner, and one and two-family plans examiner licenses. The NOVA TEAM takes its certifications and professional licensing very seriously. As an employment condition, it is mandatory that all NOVA ICC-licensed professionals retain their licenses. Our employment policy states that the suspension, revocation, loss or failure to properly maintain licensing shall be sufficient cause for dismissal from the firm.

### ✦ *EQUIPMENT*

All technical field staff will be equipped with late model vehicles with the Company and/or the City of Fort Lauderdale name and logo. Each employee will have a laptop computer which provides ready access to NOVA's electronic database of current code requirements and



## UNDERSTANDING THE CITY'S NEEDS

### ◆ *EQUIPMENT – (CONT'D)*

descriptive code intention summaries. In addition, of course, every technical employee has a cell phone. The cell phone numbers are shared with our municipal partners, and our customers who are the homeowners, contractors, developers and design professionals.

### ◆ *NOVA'S GENERAL EMPLOYEE BACKGROUND CHECK POLICY*

NOVA Group Services relies on the accuracy of the information provided on the employment application, as well as the accuracy of other data presented during the hiring process and employment. All candidates for employment with NOVA must fully complete, date, and sign the Company's standard employment application form and/or provide a resume in lieu of a completed employment application, if the resume contains all the requested information detailed on the application. If there are any misrepresentations, falsifications, or material omissions in any of this information, NOVA may exclude that applicant from further consideration. If the person was already hired, it could result in termination of employment.

Employment is contingent upon an employee's authorization for the Company to obtain a successful background check, credit check, and drug screen by Sterling Information Systems. To ensure that individuals who join NOVA are well qualified and have a strong potential to be productive and successful, it is the policy of NOVA Group Services to check the employment references of all applicants. Applicants authorize NOVA to perform reference checks by completing the "Reference Check Authorization" form on the Application.

A physical examination may be requested in compliance with Federal and State law, for certain positions. If so, the physical examination will be conducted by a Company-appointed physician at the Company's expense. An offer of employment and assignment will be contingent pending the receipt of a satisfactory physician's report.

NOVA also has an introductory period that provides a new hire with the opportunity to demonstrate that they can perform their job at a satisfactory level of performance and to determine if the new job meets their expectations. NOVA uses this period to evaluate the new hires capabilities, work habits, and overall performance. Since employment at NOVA Engineering and Environmental, LLC is based on mutual consent, either the employee or NOVA Engineering and Environmental, LLC may end the employment relationship at will at any time during or after the introductory period, with or without cause or notice.

NOVA currently does not require potential new hires to complete a Level 2 Background Check. However, NOVA's Sunrise, Florida office currently provides Full Municipal Outsourcing to the State of Florida Department of Corrections. If NOVA was requested, by any of our clients, to



## UNDERSTANDING THE CITY'S NEEDS

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### ■ *NOVA'S GENERAL EMPLOYEE BACKGROUND CHECK POLICY – (CONT'D)*

provide a level 2 background screening, Sterling Information Systems does conduct this type of screening and NOVA is certainly willing to abide by this request.

### ■ *FIRMS POLICY ON DRIVING RECORDS*

It is the policy of NOVA to obtain and review the Motor Vehicle Record (MVR) on each prospective driver (an employee which could not perform the duties assigned to them without driving a vehicle) before an offer for employment is extended to the individual. Management will review the MVR to ascertain whether the applicant or employee holds a valid license and their driving record is within the parameters set by company driving policy.

Management will conduct bi-annual reviews of each employee's driving performance, where driving is a part of his or her job. Based upon the outcome of the bi-annual review, the driving exposure, and the losses experienced during the past year, MVRs may then be ordered and reviewed. As a company policy MVRs are checked regularly on all employees' driving records. If an employee's record does not meet the criteria set by management, driving privileges may be revoked, or other disciplinary action may be taken.

## STAFF AVAILABILITY

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### ◆ STAFF AVAILABILITY

Staffing levels can vary depending upon workload. NOVA is able to provide additional personnel as workloads increase. For example, NOVA's technical staff will be available during business hours established by the City of Fort Lauderdale and after hours, as needed, to assist the City in the event of an emergency or natural disaster. Staff can be called in from any of NOVA's regional offices for damage assessment and emergency inspections. As previously stated, we are willing to devote any and all of our 230+ staff in an emergency situation. In addition, all our professional staff have been provided the necessary environment and tools for success which include; but are not in any way limited to, conditioned office space at NOVA's Fort Lauderdale, Florida location, furniture, file cabinets, calculators, paper, writing instruments, telecommunication equipment (static and cellular), copiers, facsimile, scanners, computers with high speed internet access and relevant software programs, late model vehicles, laptop computer which provides ready access to NOVA's electronic database of current code requirements and descriptive code intention summaries. In addition, of course, every technical employee has a cell phone. The cell phone numbers are shared with our municipal partners, and our customers who are the homeowners, contractors, developers and design professionals. We acknowledge that routine operational expenses such as postage/shipping/reprographics, utility services and the like are solely our responsibility

Currently, NOVA's Fort Lauderdale office is operating at approximately 70-75% of our full capacity. In the event that our Fort Lauderdale TEAM members are unavailable to meet your temporary or specific needs for an individual project, NOVA has 5 additional offices located throughout the State of Florida, where additional project staff members can be utilized to assist with this contract (at no additional cost to you).

We note that NOVA has successfully managed several similar contracts over the past 16 years. We pride ourselves in the ability to meet all of our clients' needs, including scheduling and staffing needs. *We will NOT let you down.*

## NOVA'S ADDITIONAL SERVICES

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### NOVA'S ADDITIONAL SERVICES

Through our professional staff of engineers, environmental scientists, and geologists, NOVA offers the following additional services:

- Phase I and II Environmental Site Assessments
- Brownfield Development Services
- Site Characterization/Soil and Groundwater Studies
- Risk Assessments
- Remedial Design/Remedial Action
- Asbestos and Lead-Based Paint (LBP) Services
- Underground Storage Tank (UST) Management
- Water Protection Services
- Regulatory Compliance
- Materials Testing
- Geotechnical Engineering
- Indoor Air Quality Investigations and Remedial Design
- Mold Investigations and Remedial Design
- Expert Witness and Litigation Services
- Emergency Response and Recovery
- Landfill Monitoring
- Insurance and Hurricane Claims Services
- Green Building and LEED Certification Services

On a daily basis, NOVA provides consulting services to both the private and public sector, including: owners, developers, architects, general contractors, property management companies, school boards, Departments of Transportation and municipalities. NOVA project types include: retail centers, office buildings (low to high-rise), hotels, universities, K-12 educational facilities, multi-family complexes, warehouses, judicial facilities, roads, bridges, and healthcare facilities to name a few. Most of our revenues are generated from existing clients or through referrals, confirming NOVA's reputation for excellence in Environmental Health and Safety Engineering Services and our commitment to servicing our clients with integrity and precedence. *Because each project is unique, prices for these additional services are not included. NOVA will be more than happy to provide the City with pricing once project specific information has been received.*

## REFERENCES

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### ◆ *SIMILAR PROJECT EXPERIENCE/REFERENCES*

**Client:** Collier County  
**Address:** 3299 Tamiami Trail East, Suite 700  
 Naples, FL 34112  
**Contact:** James French  
**Title:** Director of Operations and Regulatory Management  
**Phone:** (239) 252-2388  
**Email:** [JamesFrench@colliergov.net](mailto:JamesFrench@colliergov.net)  
**Project:** Full Service Municipal Support Services – Building Department  
**Date:** January 2012 - Ongoing

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**Client:** The City of Naples  
**Address:** 270 Riverside Drive  
 Naples, FL 34102  
**Contact:** Jennifer Fritchey  
**Title:** Assistant Community Development Director  
**Phone:** (239) 213-5044  
**Email:**  
**Project:** Municipal Support Services – Building Department  
**Date:** April 2005 – Ongoing

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**Client:** Miami Dade College  
**Address:** 11011 S.W. 104<sup>th</sup> Steet  
 Miami, FL 33176  
**Contact:** Ayman EL Baz  
**Title:** Director of Facilities Design/Construction  
**Phone:** (305) 237-0561  
**Email:**  
**Project:** Full Service Municipal Support Services – Building Department  
**Date:** 2006 - Ongoing

## REFERENCES

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### ◆ *SIMILAR PROJECT EXPERIENCE/REFERENCES - (CONT'D)*

Client: **City of Umatilla**  
 Address: P.O. Box 2286  
 Umatilla, FL 32784  
 Contact: Karen Howard  
 Title: City Manager  
 Phone: (352)669-3125  
 Email: [khoward@umatillafl.org](mailto:khoward@umatillafl.org)  
 Project: Full Service Municipal Support Services – Building Department  
 Date: November 2007 -- Ongoing

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Client: **Town of Astatula**  
 Address: 25019 County Road 561  
 Astatula, FL 34705  
 Contact: Ms. Kitty Cooper  
 Title: Town Clerk  
 Phone: (352) 742-1100  
 Email: [Astatula@usa2net.net](mailto:Astatula@usa2net.net)  
 Project: Municipal Support Services – Building Department  
 Date: November 2011 – Ongoing

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Client: **Florida Forest Service**  
 Address: 3125 Conner Boulevard  
 Suite K-219  
 Tallahassee, FL 32399  
 Contact: Mr. William L. Ervin  
 Title: Senior Architect – Forest Resource Planning & Support Services  
 Phone: (850)414-0836  
 Email: [William.ervin@freshfromflorida.com](mailto:William.ervin@freshfromflorida.com)  
 Project: Municipal Support Services – Building Department  
 Date: July 2011 – Ongoing

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## REFERENCES

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### ✦ *SIMILAR PROJECT EXPERIENCE/REFERENCES - (CONT'D)*

Client: **The Department of Juvenile Justice**  
 Address: 2020 Capitol Circle  
 Room 1217  
 Tallahassee, FL 32399  
 Contact: Ken Mostyn  
 Title: City Clerk  
 Phone: (850) 251-0530  
 Email: [ken.monsyn@djj.state.fl.us](mailto:ken.monsyn@djj.state.fl.us)  
 Project: Full Service Municipal Support Services – Building Department  
 Date: Nov. 2011 - Ongoing

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Client: **The Department of Corrections**  
 Address: 501 S. Calhoun Street  
 Tallahassee, FL 32399  
 Contact: Bobby Thompson  
 Title: Engineering Specialist III  
 Phone: (850)717-3919  
 Email: [Thompson.bobby@mail.dc.state.fl.us](mailto:Thompson.bobby@mail.dc.state.fl.us)  
 Project: Full Service Municipal Support Services – Building Department  
 Date: December 2011 - Ongoing

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Client: **Hillsborough Community College**  
 Address: 39 Columbia Drive  
 Tampa, FL 33606  
 Contact: David Cabeceiras  
 Title: Director of Facilities  
 Phone: (813) 253-7060  
 Email: [dcabeceiras@hccfl.edu](mailto:dcabeceiras@hccfl.edu)  
 Project: Full Service Municipal Support Services – Building Department  
 Date: November 2009 - Ongoing

## REFERENCES

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### ◆ *SIMILAR PROJECT EXPERIENCE/REFERENCES - (CONT'D)*

Client: **Manatee County School Board Construction Services Division**  
 Address: 2802-B  
 27<sup>th</sup> Street East  
 Bradenton, FL 34208  
 Contact: Sheridan Dowling  
 Title: Director of Construction Services  
 Phone: (941) 708-8800  
 Email:  
 Project: Plan Review, Code Compliance Inspections  
 Date: 2006 – Ongoing

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Client: **Polk Community College**  
 Address: 999 Avenue H, NE  
 Winter Haven, FL 33881  
 Contact: George Urbano  
 Title: Director of Facilities  
 Phone: (863) 664-2918  
 Email: [gurbano@polk.edu](mailto:gurbano@polk.edu)  
 Project: Full Service Municipal Support Services -- Building Department  
 Date: November 2009– Ongoing

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Client: **Sumter County School Board Construction Services Division**  
 Address: 301 West McCollum Avenue  
 Bushnell, FL 33513  
 Contact: Jim Allen  
 Title: Director of Construction  
 Phone: (352) 793-1281  
 Email: [jim.allen@sumter.k12.fl.us](mailto:jim.allen@sumter.k12.fl.us)  
 Project: Building Code Administration and Code Compliance Inspections  
 Date: October 2009 – Ongoing

## ADDITIONAL ATTACHMENTS

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### *STAFF RESUMES*



# JASON D. HILL

## EXECUTIVE VICE PRESIDENT

### PROFESSIONAL CAPABILITIES:

Jason Hill's background in the construction industry has been extensive. Mr. Hill brings over 20 years of combined professional experience within the consulting engineering field. Starting as a concrete technician in the mid 1980's, and subsequently expanding into various materials testing and code compliance roles, Mr. Hill obtained an extensive knowledge in the materials testing and geotechnical engineering fields. In the early 1990's, he took on the task of project manager where he oversaw as many as 30 projects at a time and his project management skills were honed. For the past 15 years, Mr. Hill has served positions as Branch Manager, District Manager, Regional Chief Executive, and now serves as Nova's Executive Vice President overseeing operations in Florida. Presented below is a brief list of specific contracts and projects managed by Mr. Hill.

#### EDUCATION:

- Bachelor of Science in Building Construction Virginia Polytechnic Institute & State University

#### AFFILIATIONS:

- Florida Educational Facilities and Planners Association
- American Society of Civil Engineers
- Team FL
- Building Officials Association of Florida

#### CERTIFICATIONS / REGISTRATIONS:

- Certified in Floor Flatness Measurements, FACE

### REPRESENTATIVE PROJECT EXPERIENCE:

#### Education:

- Lee County School District
- Polk State University
- Sumter County School District
- St. Leo College
- Pinellas County School District
- Hernando County School District
- Charlotte County School District
- Hillsborough Community College
- Manatee County School District
- Collier County School District
- Florida Gulf Coast University
- NOVA Community College
- Broward County School District
- Miami-Dade County School Board
- Franklin Academy Charter School
- Six Mile Cypress Charter School
- Gateway Charter School

#### Commercial/Industrial:

- Fed Ex Distribution Facility, Miami, Florida
- Verizon Warehouse, Tampa
- Home Depot, various locations
- Liquid Natural Gas Processing Plant, Malabo, Equatorial Guinea Africa
- Angola Africa - Natural Gas Processing Plant
- Firewheel Town Center, Garland, Texas

#### Office:

- Met 2 hotel and Office, Miami, Florida
- Met 1 hotel and Office

#### Municipalities/Government:

- City of Ft. Myers
- City of Desoto
- City of Astatula
- City Clermont
- City of Clearwater
- City of North Port
- City of Pinellas Park
- City of Tavares
- Florida FDOT Districts 4 & 6
- Florida Turnpike Enterprise
- I-595 CEI
- Southwest Florida Water Management District

#### Condominium/Apartments:

- Tranquility, Hope Sound, Florida
- Red Road Residences, Miramar, Florida
- Winchester Gardens Apartments, Dade County, Florida
- Hainlin Apartments, Dade County, Florida
- Plantation Gardens, Plantation, Florida

#### Airport:

- Tampa International Airport
- Dallas Fort Worth International Airport
- Dallas Love Field
- Sumter County Airport
- Fort Lauderdale International Airport

#### Hospital & Facilities:

- St. Joseph Hospital North, Hillsborough County, FL
- Georgetown South Carolina Hospital
- Grand Strand Regional Medical Center, Myrtle Beach, S.C.
- Florida Medical Centers, various locations
- Conway Hospital addition & renovation, Conway, S.C.
- JFK Medical Center, Atlantis, Florida

# JAMES BRUNETTI, P.E.

## VICE PRESIDENT



### PROFESSIONAL CAPABILITIES:

Mr. Brunetti has 30 years of experience in structural and civil engineering. He is a registered professional engineer in the states of New York, New Jersey and Florida. He has operated in various levels of engineering management and has served as a project manager on many complex structural and civil engineering projects.

Mr. Brunetti serves as the Business Unit Manager of our Fort Lauderdale office. In this role, his responsibilities include day to day management and oversight of all business activities of the office, which includes ensuring technical quality control and oversight and client relations.

### REPRESENTATIVE PROJECT EXPERIENCE:

#### Structural Engineering and Design:

- New York Power Authority: on-call contract for the Energy Services Division providing structural engineering services for Energy Efficiencies Design/Build projects.
- New York Power Authority: on call contract for the Civil Engineering Division providing civil/structural and geotechnical engineering services for all of the operating facilities.
- New York Power Authority: design and construction support for vehicle security barriers at various New York Power Authority facilities. Design complies with Nuclear Regulatory Commission requirements, NUREG CR-6190.
- New York Power Authority: electrical and structural design for the installation of a 138kv high voltage power cable connecting the 50 megawatt New York Power Authority Seymour gas Turbine Power Plant to the Con Edison Greenwood Substation in Brooklyn (The Seymour 13kv Interconnect Project).
- Con Edison Civil Engineering Group: structural engineering and inspection services for various projects which included bridge and tunnel inspections for all facilities, Local Law 11 façade inspection for the East River Station as well as steel and concrete inspection and repair designs for the 59th Street, the 74th Street, the East River, and Hudson Avenue stations.
- Con Edison: on-call contract for the Gas Engineering Division providing the design and layout of various gas engineering projects as well as engineering services.
- Responsible for management of conventional power plant structural upgrades and overhauls as well as construction of new facilities. This work included the development of bid specifications and drawings, developing the budget, awarding the contract, and overall management of various projects through construction and certificate of occupancy.
- Responsible for structural design of turbine unit overhauls at a hydroelectric facility including interface with subcontractors. Project ranged in value from \$260,000 to \$10 million.
- Responsible for technical and administrative management of a civil and structural engineering and design group that supported two operating nuclear power plants. This included managing complex analysis and design projects for nuclear power facilities.
- Responsible for presenting structural design and analysis projects to the Nuclear Regulatory Commission.
- Managed a Special Structural Design and Analysis Group that performed multifaceted analysis and design projects related to power plants, including seismic analysis, structural dynamics, design of piping systems, design of plate and shell structures and various building structures. This work conformed to the strictest Nuclear Regulatory Commission Specifications and Requirements.
- Performed Earthquake Analysis of various types of Nuclear and Conventional Power Plant Structures.
- Performed Finite Element Structural Dynamic and Static Analysis of Nuclear and Conventional Power Plant Structures.
- Performed specialized Fracture Mechanics Analysis of various building and power plant structural elements. This analysis was both in the Elastic and Elastic - Plastic Zones.

#### EDUCATION:

- *Bachelor of Science in Civil Engineering, University of Virginia, Charlottesville, Virginia*
- *Master of Science in Structural Engineering,, Columbia University, New York, New York*

#### CERTIFICATIONS / REGISTRATIONS:

- *Professional Engineer, State of Florida, 41607*
- *Professional Engineer, State of New York, 058255*
- *Professional Engineer, State of New Jersey, 24GE02765000*

**REPRESENTATIVE PROJECT EXPERIENCE contd:**

**Structural Inspections and Restoration:**

- Responsible for management of the Structural Design and Inspection Division for vertical and high-rise structures. Duties included managing inspection projects for high-rise structures and condominium complexes as well as providing structural repair and remediation design drawings and specifications.

**Engineering Structural Programs and Technical Specialists:**

- Responsible for the technical and administrative management of the Engineering Programs/Specialist Group for Civil/Structural, Mechanical, Instrumentation and Controls, Electrical, and Fire Prevention Engineering Groups that support two operating Nuclear Power Plants. This included directing all projects, manpower forecasting and allocation, preparing the annual budget, monitoring contracts and performance of staff contractors and outside consultants, preparing annual performance reviews, interfacing with other engineering and operations departments, and representing the Nuclear Engineering and Design Group before the Nuclear Regulatory Commission as required.

**License Information**

License Type:	<b>Professional Engineer</b>
Rank:	<b>Prof Engineer</b>
License Number:	<b>41607</b>
Status:	<b>Current, Active</b>
Licensure Date:	<b>06/28/1989</b>
Expires:	<b>02/28/2015</b>



**BRAD J. WEIGLE B.C.A, S.I., P.X.**  
**BUILDING CODE ADMINISTRATOR/STANDARD INSPECTOR/PLANS EXAMINER**

**PROFESSIONAL CAPABILITIES:**

Mr. Weigle serves as a Standard Inspector and Plans Examiner for NOVA Engineering. He has over 25 years of construction experience and holds his professional Standard Inspector, Plans Examiner, Building Code Administrator, and Certified Building Contractor certifications.

Brad's background includes serving over 4 years as a Building Inspector and Plans Examiner for the City of Naples, and 2 years as a Building and Structural Consultant for the City of Marco Island and was responsible for inspecting residential, retail, commercial and condominium structures to enforce compliance with the local building codes, as well as, performing mandatory code compliance plan review.

**REPRESENTATIVE PROJECT EXPERIENCE:**

**Retail:**

- Promenade-Naples Center, Naples, FL
- Waterside Shops, Naples, FL
- Shops at Mercato, Naples FL
- Brickell Station, Ft. Lauderdale
- Oakwood Plaza, Hollywood, FL

**Commercial:**

- Hampton Inn, Cape Coral, FL
- Oasis Towers, Fort Myers, FL
- Mercato Mixed-Use, Naples, FL
- Hyatt Hotel Fort Myers, FL
- Sail Harbour, Lee County, FL
- Physicians Regional Hospital Naples, FL

**Condominiums:**

- The Dunes, Naples, FL
- The Harbourage, Ft. Lauderdale, FL
- New River Village, Ft. Lauderdale, FL
- Bellagio Cypress Lakes, Naples, FL
- Aqua Towers Naples, FL

**Residential:**

- Various Lennar Communities
- Various Centex Communities
- Various Beazer Communities

**EDUCATION:**

*B.S. Civil Engineering and  
Engineering Mechanics, Columbia  
University, NY, NY*

**CERTIFICATIONS /  
REGISTRATIONS:**

- *Standard Inspector, State of  
Florida, BN2502 (Standard  
Inspector)*
- *Plans Examiner, State of  
Florida, PX1409*
- *Building Code Administrator,  
State of Florida, BU1059*
- *Certified Building Contractor,  
State of Florida, CBC026937*

**EXPERIENCE SUMMARY:**

- 2004 to Present

**NOVA ENGINEERING AND ENVIRONMENTAL, LLC**  
 Standard Inspector/Plans Examiner

Conduct structural, mechanical, electrical, plumbing, and threshold inspections in accordance with Florida Building Code, and all applicable local and county regulations.
- 2002 to 2004

**CITY OF MARCO ISLAND**  
 (Marco Island, FL)  
 Building and Structural Consultant

Inspected commercial and residential construction for adherence to Florida Building Code and all other regulations as applicable. Performed structural, mechanical, electrical, and plumbing inspections, as well as fuel/gas inspections. Plan Review and Inspections for all disciplines on Vintage Bay which is a 9 story building.
- 1997 to 2001

**CITY OF NAPLES (Naples, FL)**  
 Building Inspector and Plans Examiner

Performed Plans Examination on numerous buildings as large as 23 stories (Seasons Condo on the Beach) as well as conducted structural, threshold, and post-tension inspections. Conducted plans review and inspections for all disciplines including structural, mechanical, electrical, plumbing, and fire sprinkler systems.
- 1992 to 1997

**ACAI ARCHITECTS**  
 Representative

Involved in commercial and industrial heavy construction of structural steel, commercial and industrial concrete tilt wall construction. Contract review, as well as threshold and building inspections.
- 1983 to 1992

**BILTMORE SPECIALTY**  
 Building Contractor

Restoration, tenant build-outs, remodeling, additions, put second floors on houses, tenant condo build-outs. Post-tension x-rays, non-destructive testing.



License Verification from [www.myfloridalicense.com](http://www.myfloridalicense.com)

**License Information**

License Information	
License Type:	Standard Inspector
Rank:	Inspector
License Number:	BN2502
Status:	Current,Active
Licensure Date:	11/29/1995
Expires:	11/30/2015
Special Qualifications - Qualification Effective	
1&2, Building, Commercial Electric, Mechanical, Plumbing	
License Information	
License Type:	Standard Plans Examiner
Rank:	Plans Examiner
License Number:	PX1409
Status:	Current,Active
Licensure Date:	04/03/1998
Expires:	11/30/2015
Special Qualifications - Qualification Effective	
Building, Electrical, Mechanical, Plumbing	
License Information	
License Type:	Building Code Administrator
Rank:	Building Code A
License Number:	BU1059
Status:	Current,Active
Licensure Date:	12/22/1999
Expires:	11/30/2015
License Information	
License Type:	Certified Building Contractor
Rank:	Cert Building
License Number:	CBC026937
Status:	Current,Active
Licensure Date:	10/31/1983
Expires:	08/31/2016
Special Qualifications - Qualification Effective	
Qualified Business License Required (02/20/2004)	



**DANIEL J. DIVAN, S.I., C.G.C.**  
**STANDARD INSPECTOR**

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**PROFESSIONAL CAPABILITIES:**

Mr. Divan served as a Threshold and Special Inspector for NOVA Engineering. He has over 17 years of construction inspection and code compliance experience and Dan holds several professional certifications including his State of Florida 1&2 Family Dwelling, Building, Mechanical, Plumbing Standard Inspector certifications. In addition Mr. Divan is a Certified General Contractor.

Dan's background includes serving over 8 years as a Standard Inspector for the St. Lucie County School Board and Martin County Board of County Commissioners. During this time, he inspected existing school classroom facilities and was responsible for inspecting the renovation and conversion of the Searstown Shopping Center to the School Board Administration Offices. Mr. Divan was also responsible for providing Hurricane Evaluations and Assessments as well as the inspection of new construction and renovation activities on commercial, residential and mixed use projects within Martin County. In addition, his experience included serving 8 years as a Code Compliance Officer for the City of Fort Lauderdale.

**REPRESENTATIVE PROJECT EXPERIENCE:**

**Airport:**

- Martin County Municipal Airport, Stuart, Florida
- Four U R Ranch Airport, Creed, Colorado

**Education:**

- St. Lucie County School District Facilities

**Retail:**

- Verona Trace Shopping Center
- Treasure Coast Mall
- Crowne Liquors
- Hurricane Wings

**Commercial:**

- ABC Mini Storage Facilities
- FPL Power Plant
- Select Specialty Hospital

**Condominiums:**

- Ocean Dunes
- Sailfish Pointe

**Mixed Use:**

- Renar Riverplace

**Residential:**

- Golden Acres, Pompano Beach
- Various Engle Home communities
- Various Levitt Homes communities

**EDUCATION:**

- *BSBA, Business Management, University of Denver, Denver, Colorado*

**CERTIFICATIONS / REGISTRATIONS:**

- *Standard Inspector, State of Florida, BN4041 (1&2 Family Dwelling, Building, Mechanical, Plumbing, Medical Gas)*
- *Certified General Contractor, State of Florida, CGC058232*

**EXPERIENCE:**

- *Years w/ NOVA: 2*
- *Years w/ Prior Employers: 15*

License Type:	<b>Standard Inspector</b>
Rank:	<b>Inspector</b>

**EXPERIENCE SUMMARY:**

- 2006 to Present                      **NOVA ENGINEERING AND ENVIRONMENT LLC**  
 Standard Inspector

  - Responsible for inspections of residential and commercial buildings for code compliance of 1&2 family dwelling, building, plumbing, and mechanical systems.
  
- 2003                                      **SAINT LUCIE COUNTY SCHOOL BOARD (St. Lucie, Florida)**  
 Standard Inspector

Inspected existing school classroom facilities and the conversion of the Searstown Shopping Center to the School board Administration Offices. Inspections certified construction to Florida building code and adherence to contract specification.
  
- 1999-2006                              **MARTIN COUNTY BOARD OF COUNTY COMMISSIONERS**  
 Standard Inspector

Conducted sufficiency review and customer services for 6 months. Converted structural inspector license to standard and inspected roofs, screen rooms, slabs, etc. Was assigned to the north end of the county, inspections included commercial, industrial, single and multiple family residential structures.
  
- 1991 to 1999                            **CITY OF FORT LAUDERDALE (Fort Lauderdale, FL)**  
 Code Compliance Officer

Civil enforcement of minimum housing and zoning codes. Part of "Code Team" working with Fort Lauderdale assigned Police Officers in the severely run down areas of Fort Lauderdale. This team provided expert witness testimony when required by criminal prosecution.

License Verification from [www.myfloridalicense.com](http://www.myfloridalicense.com)

**License Information**

License Number:	<b>BN4041</b>
Status:	<b>Current, Active</b>
Licensure Date:	<b>04/03/2001</b>
Expires:	<b>11/30/2015</b>



## **SANDRO MALDONADO, P.E., S.I.**

### **PROJECT ENGINEER**



#### **PROFESSIONAL CAPABILITIES:**

Sandro Maldonado has over 19 years of construction and engineering experience. His background includes structural engineering, geotechnical engineering, materials testing and quality assurance inspections. Mr. Maldonado is licensed by the State of Florida Department of Professional Regulation as a Professional Engineer and by the Florida Statute §468 as Standard Inspector, he has earned his Building Inspector certification (ICC) and holds a Bachelor of Science Degree in Civil Engineering. He has successfully managed projects for municipalities and small to large firms.

Mr. Maldonado serves as a Laboratory Supervisor for our Sunrise, Florida office and as Project Engineer supervising and qualifying special and quality assurance structural inspections, structural plan reviews and manages threshold inspections similar to inspecting routine structural building elements, including foundations, post-tension slabs, masonry construction, reinforcements, concrete, geotechnical elements, soils, balconies, stairs and corridors. In addition to providing mandatory inspections, he also reviews the quality of installation and workmanship of various components and systems to ensure proper installation was completed in accordance with good construction practices.

Mr. Maldonado, also, currently performs structural design services for NOVA, which include structural design in hurricane prone regions and cad-drafting for residential and commercial projects in accordance with the Florida Building Code and local regulations.

#### **REPRESENTATIVE PROJECT EXPERIENCE:**

##### **Apartment/Condominium:**

- TAO Condominium, Sunrise, Florida
- Plaza on Brickell, Miami, Florida
- Brickell 500, Miami, Florida
- Midtown II & IV, Miami, Florida
- Amber Gardens, Miami, Florida
- Dixie Court, Margate, Florida
- Filling Station, Miami, Florida
- Villa Patricia Phase I, II & III, North Miami, Florida
- Alexan Fort Lauderdale, Fort Lauderdale, Florida

##### **Public Assembly/Miscellaneous:**

- Seminole Parking Garage
- Transmitter Tower Channel 10, Miami Gardens, Florida
- Coral Gables Museum, Coral Gables, Florida
- Causeway Square, North Miami, Florida
- Met 2 Hotel & Office, Miami, Florida
- Kona Grill, West Palm Beach, Florida
- General Funding Office Building, Miami, Florida
- DolceVita at Palm Beach Shores, Palm Beach, Florida
- Fifth Third Bank, Boynton Beach, Florida

#### **EDUCATION:**

- *Bachelor of Science in Civil Engineering, Technical University of Oruro, Bolivia 1993*

#### **CERTIFICATIONS / REGISTRATIONS:**

- *Professional Engineer, State of Florida, PE73057.*
- *Standard Inspector, State of Florida, BN6215*
- *Commercial Building Inspector*
- *ICC# 8013137-2B*

**REPRESENTATIVE PROJECT EXPERIENCE: (cont'd)**

**Residential Projects:**

- Centerline, Various South Florida locations
- Lennar Homes (Broward), Various projects.
- Lennar Homes (Sarasota), Various projects.
- Centex, Various South Florida locations
- DR Horton, Various South Florida locations
- Max Strang Architecture, Two South Florida locations
- St. Regis Resort towers,
- Residences at the Fountains, Plantation, Florida

License Verification from [www.myfloridalicense.com](http://www.myfloridalicense.com)

**License Information**

License Type:	<b>Standard Inspector</b>
Rank:	<b>Inspector</b>
License Number:	<b>BN6215</b>
Status:	<b>Current, Active</b>
Licensure Date:	<b>01/28/2009</b>
Expires:	<b>11/30/2015</b>

**License Information**

License Type:	<b>Professional Engineer</b>
Rank:	<b>Prof Engineer</b>
License Number:	<b>73057</b>
Status:	<b>Current, Active</b>
Licensure Date:	<b>06/04/2011</b>
Expires:	<b>02/28/2015</b>

<b>Special Qualifications</b>	<b>Qualification Effective</b>
<b>Civil</b>	<b>01/26/2011</b>

## JOSHUA D. HUDSON, P.E.

### PROJECT ENGINEER



#### PROFESSIONAL CAPABILITIES:

Mr. Hudson has more than 12 years of construction and engineering experience. His background includes hot mix asphalt paving, materials testing and quality control assurance inspections. Mr. Hudson licensed by the State of Florida Board of Professional Engineers as a Professional Engineer, as well as with the State of Mississippi Board of Licensure for Professional Engineers and Surveyors. Mr. Hudson holds a Bachelor of Science Degree in Civil Engineering and a Master's Degree in Business Administration. He has successfully participated and managed quality assurance and quality control programs in military construction projects for the past five years.

#### EDUCATION:

- *Bachelor of Science in Civil Engineering, Rose-Hulman Institute of Technology, Terre Haute, Indiana 2002*
- *Master of Business Administration, Barry University, Miami, Florida 2011*

Mr. Hudson serves as a laboratory supervisor for our Fort Lauderdale, Florida office and as Project Engineer to assist clients in construction project management. In addition to providing project management services, he also reviews the quality of installation and workmanship of various components and construction systems to ensure proper installation was completed in accordance with acceptable construction practices.

#### CERTIFICATIONS/ REGISTRATIONS:

- *Professional Engineer, State of Florida, 69752*
- *Professional Engineer, State of Mississippi, 20566*

#### REPRESENTATIVE PROJECT EXPERIENCE:

##### Military / DOD Construction:

- QA Representative, Weapons Release Building: Homestead ARB, Florida
- QA Representative, Squadron Operations Building: Homestead ARB, Florida
- QA Representative, 2<sup>nd</sup> Point of Presence Building: Stennis Space Center, Mississippi
- QA Representative, Installation of DHS Underground Communications/Electrical Duct Bank: Stennis Space Center, Mississippi
- QC Manager, Construction quality and materials testing for airfield repairs at Homestead Air Reserve Base (project value approximately \$7.5M) - Asphalt milling/paving, concrete placement, airfield striping
- QC Manager, Structural Repairs to Troop Feeding Facility: Homestead ARB, Florida

##### Transportation Construction:

- RoadArmor© Surface Treatment installation: Various locations in Florida, Georgia, Alabama, North Carolina, South Carolina, and Pennsylvania
- Aggregate testing for cold paving systems in the states of Georgia, Alabama, North Carolina, South Carolina, and Florida
- Laboratory testing and design of cold paving systems in the states of Georgia, Alabama, and Florida
- Laboratory testing of asphalt emulsions for cold paving systems in the southeastern United States
- Quality control testing of compacted soil, lime rock, and asphalt during construction of US 436 (Semoran Boulevard) using nuclear and non-nuclear methods: Orlando, Florida
- Field Engineer for construction of I-75 exits at Golden Gate Parkway: Naples, Florida
- Quality control testing of hot mix asphalt for various FDOT projects in the Orlando, Florida area
- Quality assurance monitoring and laboratory testing of hot mix asphalt mix for Turnpike Authority project in Miami, Florida
- Asphalt paving inspector for Miami-Dade Transit Authority Busway: Homestead, Florida

**JOSHUA D. HUDSON, P.E.**

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**REPRESENTATIVE PROJECT EXPERIENCE (continued):**

**Private Building Construction:**

- Reinforcing steel and concrete inspections for various residential and commercial projects within the British Virgin Islands
- Nondestructive concrete testing techniques at various residential and commercial projects in the U.S. and British Virgin Islands
- Review of project submittals and specifications for concrete materials for various projects within the British and U.S. Virgin Islands

**License Information**

License Type:	<b>Professional Engineer</b>
Rank:	<b>Prof Engineer</b>
License Number:	<b>69752</b>
Status:	<b>Current, Active</b>
Licensure Date:	<b>06/26/2009</b>
Expires:	<b>02/28/2015</b>



## **ROGER W. SANDERS, BCA, PX, SI**

### **PLANS EXAMINER**

#### **PROFESSIONAL CAPABILITIES:**

Mr. Sanders, a Florida licensed Building Code Administrator, has been involved in the construction of residential and commercial projects for the last 40 years. Mr. Sanders is certified by the State of Florida as a Building Code Administrator, Standard Inspector, Standard Plans Examiner, and Certified General Contractor, he also holds several other certifications pertaining to storm water and energy codes.

Mr. Sanders first began providing municipal building department services 1978 when he worked as Plans Examiner for Hillsborough County. He later spent time in the field working as project and production manager for several developers and then using this experience, he formed his own construction company which focused on residential and small commercial Modular development.

After eight years on the construction side of the industry, Mr. Sanders returned and spend the next 35 years providing municipal plan review and inspection services while serving as a plans examiner, inspector, supervisor, and certified building official for several Florida municipalities.

#### **REPRESENTATIVE PROJECT EXPERIENCE:**

##### **Retail:**

- University Square Mall, Tampa, Florida
- Waterside Shops Naples Fl
- Floriland Mall Tampa, Florida, Florida
- Tampa Bay Center
- Mirabay Village Shopping Center, Apollo Beach, Florida
- Shoppes at Wesley Chapel, Pasco County, Florida
- Mercato Naples Florida
- Palms Center Naples Florida

##### **Transportation:**

- Tampa International Airport Main Terminal Building, Florida
- Twiggs Street Parking Garage, Tampa, Florida

##### **Office:**

- Waterford Oaks, Florida
- 5/3 Bank Building, Largo, & throughout Florida
- Mercato Naples, Florida
- IBM Office Park Tampa, Florida

#### **EDUCATION:**

- *Henry Ford Community College, Dearborn, Michigan 1965 - 66*
- *University of South Florida, Tampa, Florida 1966 - 69*
- *Dave Buster Construction School 1981*

#### **CERTIFICATIONS / REGISTRATIONS:**

- *Building Code Administrator, State of Florida, BU399*
- *Standard Inspector, State of Florida BN1150 (Building, Mechanical, Plumbing, Residential Electric)*
- *Standard Plan Examiner, State of Florida, PX651 (Building, Mechanical, Plumbing, Electrical)*
- *Certified General Contractor License (Class "A"), State of Florida, CGC020715*
- *HUD Lead Hazard Visual Assessment Certification*
- *Energy Code*

#### **AFFILIATIONS:**

- *Member - Building Official Association of Florida (BOAF)*
- *Member - Technical Advisory Committees for the Florida Building Commission, (Energy Code, Roofing Sub Committee)*
- *Member - Nature Coast Chapter of BOAF - Education Director Member*
- *Southern Building Code Congress Int'l Ad Hoc Roofing Committee*
- *Former President - Florida Association of Plumbing, Gas, and Mechanical Inspectors*

**REPRESENTATIVE PROJECT EXPERIENCE: (cont'd)****Residential Development:**

- The Inlets at Riverdale, Bradenton, Florida
- Lofts 341 St Petersburg, Florida
- Harbor Walk, Bradenton, Florida
- The Mercato, Naples Florida
- El Prado Condominiums, Bay Shore Blvd. Tampa, Florida

**Education:**

- University of Florida and Florida State, New College,
- School District of Manatee County, Bradenton, Florida
- School District of Lake County Public Schools, Tavares, Florida.
- Medical School Phase II- University of South Florida, Tampa, Florida
- Mental Health Facility , University of South Florida, Tampa, Florida
- Jefferson High School, Tampa, Florida

**Municipalities/Government:**

- Hernando County , Manatee County, Florida
- Hillsborough County Building Department
- Glades County Building Department, Glades County, Florida
- St Pete Beach Building Department
- City of Temple Terrace, Florida

**Restaurant:**

- Village Inn, Land O' Lakes, Florida
- Boizao, Tampa, Florida
- Rusty Pelican, Tampa, Florida
- Red Elephant, Hillsborough County Florida,
- Lee Roy Selmon's, Tampa, Florida
- Venetian County Club Clubhouse Venice, Florida
- Mercato, Naples, Florida
- Shanes Rib Shacks throughout Florida

**Multi-Family/Mixed Use:**

- The Meridian Mixed Use Project – St. Petersburg, Florida
- The Mercato, Naples, Florida
- Little Giants Learning Center, Riverview, Florida
- River Strand Clubhouse and Tennis Pro Shop at Heritage Harbor, Bradenton, Florida
- Shapes Family Fitness Center, Bradenton, Florida
- Venetian County Club Clubhouse Venice, Florida

**Hotel:**

- Hampton Inn, Pasco County, Florida
- Comfort Suites, Bradenton, Florida
- Marriott Residence Suites Pasco County Florida

**Misc. Commercial:**

- Ringling Art Museum – Sarasota,
- Tibbals Learning Center , Sarasota, Florida,
- Foundation Offices New College ,Sarasota Florida

**SANDERS, ROGER W., BCA, SI, PX.****EXPERIENCE SUMMARY:**

2003 to Present

**NOVA ENGINEERING AND ENVIRONMENTAL**

Senior Code Compliance Advisor for the Florida West Coast Region

Performs detailed structural, mechanical, plumbing, electrical and gas inspections of buildings during and/or following construction/remodeling to ensure compliance with plans, specifications, and applicable city, county and state building codes. Reviews building plans, site plans and specifications for compliance with applicable regulatory standards, including building codes, Disabled accessibility, flood zone and zoning requirements, and represented the Company by serving on the Energy Code Technical Advisory Committee for the Florida Building Commission. Prepares reports of violation and necessary corrective actions. Maintains up-to-date knowledge of all city, state and county building codes and inspection / enforcement procedures. Interacts and communicates with various groups and individuals such as the immediate supervisor, building officials, owners, contractors, architects, engineers and other city, county and state personnel.

2002-2003

**HERNANDO COUNTY BUILDING DEPARTMENT**

Field Inspection Supervisor

Supervisor of the Inspections Division in charge of plan reviews and all building inspections for Hernando County, Spring Hill, Brooksville, Weeki Wachee, and Ridge Manor. Supervised 16 inspectors and 6 plans examiners; prepared SOP's; and represented the department by serving on the Energy Code Technical Advisory Committee for the Florida Building Commission.

1998-2002

**HILLSBOROUGH COUNTY**

Senior Plans Examiner

Reviewed commercial and residential plans. In addition, completed special projects for the director of the department and construction service manager (ISO Evaluation - Building Code Effectiveness Grading Schedule).

1998-1998

**HERNANDO COUNTY BUILDING DEPARTMENT**

Consultant

Updated the Building Regulations and Prepared ISO evaluation data, review commercial and residential plans.

1998-1998

**CITY OF SAFETY HARBOR**

Manager/Building Official

Served as Manager/Building Official in charge of the Building and Code Enforcement Department. Duties included: supervision of personnel, preparation of budget, inspections and plans review.

**SANDERS, ROGER W., BCA, SI, PX.****EXPERIENCE: (cont'd)**

1997-1998

**CITY OF TEMPLE TERRACE**

Acting Regulatory Division Manger/Building Official

Appointed as Acting Regulatory Division Manager/Building Official for the City of Temple Terrace. In charge of the Building Department and Code Enforcement Department and served as Building Official for the City of Temple Terrace. Duties included: supervision of personnel, preparation of budget, inspections and plans review.

1990-1997

**CITY OF TEMPLE TERRACE**

Building Inspector/Plans Examiner

Employed as Building Inspector/Plans Examiner for commercial and residential structures within the City of Temple Terrace, Florida. Reviewed all residential and commercial plans. Inspections included building, roofing, plumbing, mechanical, and electrical. Responsible for maintaining inspection records and managing motor pool.

1986-1990

**U.S. COASTAL CONSTRUCTION CORPORATION**

President

Commercial/Condominiums/Residential Projects:

10 Unit Condominium Project in Key Largo

20,000 sq. ft. commercial building in Key Largo

20 modular houses from Key West to Key Largo

Set up entire modular plant (produced 100 modular homes) -Renovated a 300-unit apartment project, computer rooms and hangers at MacDill Air Force Base

Consultant for U.S. Homes on Modular Projects (7/85-10/86)

Supervisor of Inspections for Leap &amp; Associates (3/86-9/86)

1985-1986

**CENTEX HOMES**

Production Manager

Production Manager for Hampton Park development. In charge of estimating, product scheduling, construction supervision.

1984-1985

**VAN HORN HOMES**

Project Manager

Project Manager of La Viva project in Brandon. In charge of all phases of construction and subcontractors.

1978-1984

**HILLSBOROUGH COUNTY BUILDING & ZONING DEPT.**

Senior Plans Examiner

Reviewed all phases of commercial and residential projects in Hillsborough County. In conjunction with the review of these projects, checked plans for compliance with the Standard Building, Plumbing, and Mechanical Codes, the National Electrical Code, Energy Code, and the State of Florida Licensing Requirements. Coordinated the review of as many as 60 projects simultaneously, which involved the processing and approval of the following departments: Environmental Protection Commission, Health Department, Utilities Department, Department of Transportation, and Fire Marshall.



**SANDERS, ROGER W., BCA, SI, PX.**

License verification from [www.myfloridalicense.com](http://www.myfloridalicense.com)

**License Information**

License Type: **Building Code Administrator**  
 Rank: **Building Code A**  
 License Number: **BU399**  
 Status: **Current, Active**  
 Licensure Date: **05/04/1994**  
 Expires: **11/30/2015**

**License Information**

License Type: **Standard Plans Examiner**  
 Rank: **Plans Examiner**  
 License Number: **PX651**  
 Status: **Current, Active**  
 Licensure Date: **06/09/1994**  
 Expires: **11/30/2015**

**License Information**

License Type: **Standard Inspector**  
 Rank: **Inspector**  
 License Number: **BN1150**  
 Status: **Current, Active**  
 Licensure Date: **05/04/1994**  
 Expires: **11/30/2015**

**License Information**

License Type: **Certified General Contractor**  
 Rank: **Cert General**  
 License Number: **CGC020715**  
 Status: **Current, Inactive**  
 Licensure Date: **10/26/1981**  
 Expires: **08/31/2016**

# JOE ATRIA, S.I.

## PROJECT MANAGER/STANDARD INSPECTOR

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### PROFESSIONAL CAPABILITIES:

Mr. Atria began his construction career in 1984. Since that time, he has worked gained project experience while working on a variety of public and private projects here in Florida. His background includes structural engineering and inspection, quality assurance inspections, private provider inspections, and materials testing services.

Mr. Atria has successfully managed branch offices, inspection departments, and hundreds of construction projects throughout his 24 year career.

Mr. Atria's responsibilities include conducting threshold and special inspections, as well as managing the structural inspectors, managers and field technicians inspection staff.

### REPRESENTATIVE PROJECT EXPERIENCE:

Mr. Atria served as either a project manager, threshold or special inspector on the following multi-year blanket contracts or projects:

#### Education:

- University of Florida, Statewide contract
- Florida Atlantic University, Boca Raton, Florida
- Florida State University, Statewide contract
- Temple Koi Am Early Childhood Education Facility, Plantation FL
- Temple Beth AM Educational Facility, Pinecrest, FL
- St. Thomas Aquinas, Fort Lauderdale, FL

#### Retail:

- Dolphin Mall, Miami, Florida - 2,000,000 GSF
- Sawgrass Mills, Sunrise, Florida - Various IBOs
- City Place, West Palm Beach, Florida - Various IBOs
- Carter Square, Miami, Florida - 68,000 GSF
- Miramar Town Center, Block 4B, Miramar, Florida - 37,000 GSF
- Biscayne Commons, Miami, Florida - 85,000 GSF

#### Hotel:

- Marriott Hotel at the Dolphin Mall, Miami - 68,000 GSF
- Harbor Beach Marriott, Fort Lauderdale, Florida - various renovation projects
- Holiday Inn Express, Miami, Florida - 62,000 GSF
- Victor Hotel, Miami Beach, Florida - 80,000 GSF

### CERTIFICATIONS / REGISTRATIONS:

- *Standard Inspector, State of Florida, BN3518*
- *PTI Certified Post Tensioning Inspector Level 2*

### EXPERIENCE:

- *Years w/ NOVA: 6*
- *Years w/ Prior Employers: 18*

**REPRESENTATIVE PROJECT EXPERIENCE: (cont'd)**

**Apartment / Condominium:**

- 500 Brickell, Miami, Florida - 1,090,000 GSF
- Coconut Grove Residences, Fort Lauderdale, Florida - 180,000 GSF
- Marina Grande, Riveira Beach, Florida - 216,233 GSF
- Veranda, Plantation, Florida - 474,000 GSF
- Midtown II, Miami, Florida - 830,000 GSF
- Midtown MidBlock East, Miami, Florida - 764,000 GSF
- Midtown IV, Miami, Florida - 959,394 GSF
- Lauderdale One, Miami, Florida - 260,000 GSF
- Tao, Sunrise, Florida - 1,012,000 GSF
- Alexan Fort Lauderdale, Fort Lauderdale, Florida - 605,000 GSF
- Alexan Miramar, Miramar, Florida - 760,000 GSF

**Office:**

- One Financial Plaza, Fort Lauderdale, Florida - 276,000 GSF
- Lakeshore Plaza II, Sunrise, Florida - 410,000 GSF
- City Place at Aventura, Aventura, Florida - 710,000 GSF

**Residential Development:**

- Trammell Crow Residential Developments (Multiple), Florida
- Centerline Homes Subdivisions (Multiple), Florida
- DR Horton Home Subdivisions (Multiple), Florida
- Lennar/US Homes Subdivisions (Multiple), Florida
- Centex Homes Subdivisions (Multiple), Florida
- Transeastern Homes Subdivisions (Multiple), Florida
- United Homes Subdivisions (Multiple), Florida

License Verification from [www.myfloridalicense.com](http://www.myfloridalicense.com)

**License Information**

License Type:	<b>Standard Inspector</b>
Rank:	<b>Inspector</b>
License Number:	<b>BN3518</b>
Status:	<b>Current, Active</b>
Licensure Date:	<b>06/21/1999</b>
Expires:	<b>11/30/2015</b>



## **VALENTINO PEREZ, P.X., S.I.**

### **PLAN EXAMINER AND INSPECTOR**

#### **PROFESSIONAL CAPABILITIES:**

Mr. Perez is registered by the State of Florida Department of Professional Regulation as a Florida Statute §468 licensed Standard Plans Examiner and Standard Inspector.

Working as a Plans Examiner and Inspector for NOVA Engineering, Mr. Perez provides mandatory electrical plan review and inspection services to ensure compliance with technical codes and design specifications, and reviewing plans for conformance with applicable laws, codes and ordinances.

#### **REPRESENTATIVE PROJECT EXPERIENCE:**

##### **Office/Hotel:**

- Met 2 Office and Hotel Towers, Miami, Florida
- Marriott Hotel, Miami, Florida
- UAIG Office Building, Miami, Florida
- Quail Ridge Business Center II, Boynton Beach, Florida

##### **Commercial:**

- FP&L Transmitter Stations, Jensen Beach, Florida
- Fort Lauderdale Executive Airport
- Stayfree America Hotel, Fort Lauderdale, Florida

##### **Residential:**

- Alexan Fort Lauderdale, Fort Lauderdale, Florida
- Tiara Building, Singer Island, Florida
- Lost Tree Beach Club, Jupiter, Florida

##### **Retail:**

- Carquest, Miami, Florida
- Fresh Produce, West Palm Beach, Florida
- Limited Too, West Palm Beach, Florida

##### **Education:**

- St. Thomas Aquinas High School, Fort Lauderdale, Florida
- University of Florida, Davie and Homestead, Florida campuses
- Temple Kol Ami Early Education Center, Plantation, Florida

#### **EDUCATION:**

- *Accounting/Finance, Florida Atlantic University, 1981-1982, Boca Raton, FL*
- *A.S., Broward Community College, 1979, Fort Lauderdale, FL*

#### **CERTIFICATIONS/ REGISTRATIONS:**

- *Standard Inspector, State of Florida, BN5804*
- *Standard Plans Examiner, State of Florida, PX3090*
- *Certified Specialty Contractor, ES1200511*
- *Commercial Electrical Inspector, ICC*
- *Electrical Plans Examiner, ICC*

**EXPERIENCE SUMMARY:**

**2014 to Present**

**NOVA ENGINEERING AND ENVIRONMENTAL**  
Plans Examiner and Inspector

Responsible for performing quality assurance and code compliance inspections on commercial and residential buildings. Prepare inspection reports describing observed violations, corrective action and making appropriate references to the plans, and quality control manuals.

**2007-2008**

**BUREAU VERITAS OF NORTH AMERICA**  
Electrical Inspector

Performed code compliance inspections on commercial and government buildings. Prepare inspection reports describing observed violations, corrective action and making appropriate references to the plans, and quality control manuals.

**2007**

**ARLINGTON ELECTRIC, INC.**  
Technician

Provided maintenance and electrical renovations for various Martin County agencies and the Martin County School Board.

**1999-2007**

**MELCO ELECTRIC, INC.**  
Superintendent

Ensured that electrical specifications met with approved plans, NEC code and the Florida Building Code. Met with builders, site managers and homeowners regularly to ensure quality and scheduling. Managed and scheduled payroll, tools, equipment, materials, labor resources for project effectiveness and completion.

**1998-1999**

**SPOOR ELECTRIC, INC.**  
Technician

Installed, repaired and altered all electrical system or residential, multi-family and high-rise buildings.

**License Verification from [www.myfloridalicense.com](http://www.myfloridalicense.com)**

**License Information**

License Type: **Standard Inspector**  
Rank: **Inspector**  
License Number: **BN5804**  
Status: **Current, Active**  
Licensure Date: **05/22/2007**  
Expires: **11/30/2015**

**License Information**

License Type: **Standard Plans Examiner**  
Rank: **Plans Examiner**  
License Number: **PX3090**  
Status: **Current, Active**  
Licensure Date: **03/05/2008**  
Expires: **11/30/2015**



## **TIMOTHY G. SHRADER, S.I.**

### **STANDARD INSPECTOR**

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#### **PROFESSIONAL CAPABILITIES:**

Mr. Shrader serves as a Special Inspector for NOVA Engineering. He has over 7½ years experience as Structural Building Inspector and over 30 years of experience in many aspects of the construction industry which include, land clearing carpentry, footings, grade (slab) work, reinforcing steel (rebar), columns, beams, upper floors and decks. Mr. Shrader is extremely proficient at reading blueprints and building layout and has been a job site foreman and lead carpenter, supervising up to 20 employees. He has outstanding management and communication skills, as well as, attention to detail with regard to reports and record keeping.

<p><b>CERTIFICATIONS / REGISTRATIONS:</b></p> <ul style="list-style-type: none"> <li>• <i>Standard Inspector, State of Florida, BN4639(Building)</i></li> </ul>
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#### **REPRESENTATIVE PROJECT EXPERIENCE:**

##### **Education:**

- Blackburn Elementary School – Ellenton, Florida
- Tillman Elementary School – Palmetto, Florida
- Orange Ridge Elementary School – Bradenton, Florida
- University of Florida Research Facility – Ona, Florida
- University of Florida Gulf Coast Research & Education Center – Balm, Florida
- University of Florida Research Facility – Ruskin, Florida
- Florida State University – New College – Hamilton Center – Sarasota, Florida
- Florida State University – New College – Cook Building – Sarasota, Florida
- Florida State University – New College – Chemical Storage Facility – Sarasota, Florida

##### **Retail:**

- Shoppes at Wesley Chapel – Wesley Chapel, Florida

##### **Commercial:**

- Rectrix Aerodome Flight Center at SRQ International Airport – Sarasota, Florida
- Element 35-Story Office Tower – Tampa, Florida

##### **Condominiums:**

- Broadway Promenade – Sarasota, Florida

##### **Mixed Use:**

- The Slade at Channelside – Tampa, Florida

##### **Residential:**

- Rio Mar of Sarasota – Sarasota, Florida
- The Cascades of Sarasota – Sarasota, Florida
- Heritage Harbour – Bradenton, Florida
- River Strand – Bradenton, Florida
- Country Meadows – Bradenton, Florida
- Grey Hawk Landing – Bradenton, Florida
- Red Hawk Reserve – Sarasota, Florida

**EXPERIENCE SUMMARY:**

2005 to Present

**NOVA ENGINEERING AND ENVIRONMENT LLC**  
Standard Inspector

Responsible for detailed structural inspections of buildings during and/or following construction/remodeling to ensure compliance with plans, specifications, and applicable city, county and state building codes. Prepares reports of violation and necessary corrective actions. Maintains up-to-date knowledge of all city, state and county building codes and inspection / enforcement procedures. Interacts and communicates with various groups and individuals such as the immediate supervisor, building officials, property / business owners, contractors, architects, engineers and other city, county and state personnel.

2003-2005

**SARASOTA COUNTY PLANNING & DEVELOPMENT SERVICES**  
Building Inspector

Building Inspector with provisional status under License of Walter Morey, Sarasota County Chief Building Official until November of 2003. Successfully passed the Principles & Practices State Exam on the first attempt and became fully-licensed as a Standard Building Inspector on November 10, 2003. Performed full-function structural building inspections (i.e., grade beams, footings, slabs, lintels, fill cells, columns, beams, wood floor tie-downs, truss, framing, insulation, wall and roof sheathing, dry-in/flashing, roof in-progress and finals). Attended various BOAF and State-Certified Seminars and Courses to fulfill Continuing Education criteria to maintain my license. Performed damage assessment inspections with detailed reports for FEMA in Charlotte County after hurricane Charlie. Worked solely on this task for approximately 3 months.

2002-2003

**CHARLOTTE COUNTY BOARD OF COUNTY COMMISIONERS**  
Building Inspector

Building Inspector under License of the Interim Building Official, Mr. Vince LaPorta. Performed all aspects of Building Inspections, i.e., footings, slabs, termite treatment, soil compaction, lintels and fill cells, beams and columns, wall framing and sheathing, truss framing and engineering, roof decking, dry-ins and final roof inspections. Attended a Simpson Strong Tie Seminar in Jacksonville, FL and received a Certificate and 7 Continuing Education Credits. Attended a BOAF Seminar for preparation to take the State P&P Exam and received 14 Continuing Education Credits.



**SHRADER, TIMOTHY G., S.I.**

2002 to 2003

**CITY OF BRADENTON**  
Inspections Officer 1

Building Inspector under License of the City Building Official, Mr. Tony Assha. Performed all phases of building inspections (i.e., pre-building, footings, lintels, framing, insulation, roof and wall sheeting, roof dry-in, final roofing and building final/Certificate of Occupancy). Passed the SBCCI Building Inspector's Exam given statewide on July 13, 2002. Certificate No. 8795. Attended a Florida Roofing Sheet Metal Association Continuing Education Seminar for Roofing Inspections on July 20, 2002. Received Certification. Received Provisional Building Inspector's License No. 666 from Florida DBPR on August 7, 2002.

1998 to 2002

**MARTIN STRUCTURES INC (Sarasota, FL)**  
Jobsite Forman/Lead Carpenter

Worked on projects, such as, Ritz Carlton (Sarasota, FL), Center for the Arts (Sarasota, FL), Rowlett School (Samoset, FL), The Oaks Country Club Pro Shop (Osprey, FL), The Tabernacle Church/School (Sarasota, FL), Westminster Asbury Towers (Bradenton, FL), Westgate Plaza Publix (Bradenton, FL), USF (New College, Sarasota, FL), and O'Donnell Home (Longboat Key, FL).

1992 to 1998

**MARTIN & THROWER CONCRETE (Sarasota, FL)**  
Small Job Foreman/Lead Carpenter

Worked on projects, such as, Arcadia State Prison (Arcadia, FL), Red Barn Flea Market (Bradenton, FL), The Landings on Eagle Point (Sarasota, FL), The Justice Center (Sarasota, FL), and Anna Maria Oyster Bar Landside (Bradenton, FL).

1992

**TANDEM CONSTRUCTION (Sarasota, FL)**  
Lead Man/Carpenter

Worked on the Rye Road Elementary School located in Bradenton, Florida.

1991

**CORNERSTONE CONSTRUCTION (Tampa, FL)**  
In-field Lead Man/ Carpenter

Worked on the Pasco County Elementary School located in North Clearwater, Florida.

1987 to 1990

**L & H CONSTRUCTION (Sarasota, FL)**  
Lead Man/ Carpenter

Worked on the Kane-Hartnet Studio (Longboat Key, FL), Live Oak Business Park (Sarasota, FL), Saint Peter and Paul Catholic Church (Bradenton, FL), and Wauchula Prison (Wauchula, FL)

License Verification from [www.myfloridalicense.com](http://www.myfloridalicense.com)

**License Information**

License Type:	<b>Standard Inspector</b>
Rank:	<b>Inspector</b>
License Number:	<b>BN4639</b>
Status:	<b>Current, Active</b>
Licensure Date:	<b>12/10/2003</b>
Expires:	<b>11/30/2015</b>

**Joseph Patrick, S.I., P.X.**  
**STANDARD INSPECTOR**



**PROFESSIONAL CAPABILITIES:**

Mr. Patrick has over twenty years in the construction industry. He spent over ten years as the Senior Plumbing and Mechanical Inspector II for the City of Boynton Beach Building Department. He was in charge of all plumbing, mechanical, fuel, gas line, and fire suppression, alarm, sprinkler system and life safety code compliance inspections for new and retrofit commercial construction projections, and all related daily duties associated with construction in City of Boynton Beach. He also interviewed, hired, and trained new Plumbing and Mechanical Inspectors for the City. Prior to his time as a building inspector, he spent over ten years working as a foreman for various Broward HVAC construction companies.

Mr. Patrick currently serves as a Mechanical and Plumbing Plans Examiner and Inspector for Nova in our Ft. Lauderdale office.

**CERTIFICATIONS / REGISTRATIONS:**

- *Plans Examiner, Mechanical & Plumbing, State of Florida, PX 1658*
- *Standard Inspector, Mechanical & Plumbing, State of Florida, BN 3485*

**REPRESENTATIVE EXPERIENCE:**

- Construction Management
- Municipal Building Inspection City of Boynton Beach
- Municipal Plan Review City of Boynton Beach
- Dade & Broward counties Journeyman's Certification Programs
- Field Superintendent

License Number:	BN3485
Status:	<b>Current, Active</b>
Licensure Date:	0/19/1999
Expires:	11/30/2015
License Number:	PX1658
Status:	<b>Current, Active</b>
Licensure Date:	10/06/1999
Expires:	11/30/2015



**JIM JACKSON, P.X., S.I., BCA**  
**PLAN EXAMINER AND INSPECTOR**

**PROFESSIONAL CAPABILITIES:**

Mr. Jackson is registered by the State of Florida Department of Professional Regulation as a Florida Statute §468 licensed Standard Plans Examiner and Standard Inspector:

Working as a Plans Examiner and Inspector for NOVA Engineering, Mr. Jackson provides mandatory plan review and inspection services to ensure compliance with technical codes and design specifications, and reviewing plans for conformance with applicable laws, codes and ordinances.

**CERTIFICATIONS/  
 REGISTRATIONS:**

- *Standard Inspector, State of Florida, BNI194*
- *Standard Plans Examiner, State of Florida, PX982*
- *Building Code Administrator, State of Florida, BU758*

**EXPERIENCE SUMMARY:**

**2012 to Present**

**NOVA ENGINEERING AND ENVIRONMENTAL**  
 Plans Examiner and Inspector

Responsible for performing quality assurance and code compliance inspections on commercial and residential buildings. Prepare inspection reports describing observed violations, corrective action and making appropriate references to the plans, and quality control manuals.

**1995-2012**

**SCBI, Inc.**  
 Chief Building Official

Administrator and supervisor of all contracts. Clients included Florida Department of Management Services all trades code compliance inspections; Town of Oakland-Building Official-all plan reviews and code compliance inspections; City of Belle Isle-code compliance professional witness inspections; Professional witness inspections, various clients; Pre-sale inspections, commercial and residential-various clients; Insurance inspections, various clients; Threshold and special inspector-various clients; Quality control inspections, various clients including Chrysler Corporation Bob Dance Jeep Dealership. Prepare inspection reports describing observed violations, corrective action and making appropriate references to the plans, and quality control manuals.

**1995-2005**

**Town of Eatonville**  
 Chief Building Official

Building Official; supervise operation of the building department and the permit process; all plan reviews; all code compliance inspections-all trades. Prepare inspection reports describing observed violations, corrective action and making appropriate references to the plans, and quality control manuals.

**1997-2004**

**Town of Longwood  
Plans Examiner and Inspector**

Responsible for performing quality assurance and code compliance inspections on commercial and residential buildings. Prepare inspection reports describing observed violations, corrective action and making appropriate references to the plans, and quality control manuals.

**License Verification from [www.myfloridalicense.com](http://www.myfloridalicense.com)**

License Information	
License Type:	<b>Standard Inspector</b>
Rank:	<b>Inspector</b>
License Number:	<b>BN194</b>
Status:	<b>Current,Active</b>
Licensure Date:	<b>03/14/1994</b>
Expires:	<b>11/30/2015</b>
License Information	
License Type:	<b>Standard Plans Examiner</b>
Rank:	<b>Plans Examiner</b>
License Number:	<b>PX982</b>
Status:	<b>Current,Active</b>
Licensure Date:	<b>10/19/1995</b>
Expires:	<b>11/30/2015</b>
License Information	
License Type:	<b>Building Code Administrator</b>
Rank:	<b>Building Code A</b>
License Number:	<b>BU758</b>
Status:	<b>Current,Active</b>
Licensure Date:	<b>06/17/1995</b>
Expires:	<b>11/30/2015</b>

## Phillip Anthony Russo, S.I., P.X., F.S.I

### STANDARD INSPECTOR



#### PROFESSIONAL CAPABILITIES:

Mr. Russo has over thirty seven years in the construction industry. Mr. Russo currently serves as Fire Service Manager and Standard Inspector for NOVA. He holds several certifications including his State of Florida Fire Safety I & II Inspector as well as State of Florida Fire Arson Investigator Certificate.

Phillip provides fire inspections, fire plan review, and building inspections for a variety of school, commercial, and residential projects. His experience includes performing on-site inspection of related fire code and construction trades to ensure compliance with technical code and design specifications.

Mr. Russo is able to bring his extensive knowledge of fire, life safety and building codes, especially as applicable to large and complex construction projects.

#### REPRESENTATIVE PROJECT EXPERIENCE:

##### Retail:

- Premier Turnpike Park
- Resort at Singer Island
- Premier Park of Commerce
- Loggerhead Marina
- Le Lafayette
- Limetree Resort
- Cititrends
- Family Dollar
- Prime Flower Warehouse

##### Education:

- Polk State University
- Hillsborough Community College
- Edison State College
- Florida Gulf Coast University
- Charlotte County School District
- Lee County School District
- Collier County School District
- Osceola County School District
- Brevard County School District
- Manatee County School District

##### Healthcare:

- Florida Medical Clinic
- Suncoast Behavioral Institute
- Coral Springs Animal Hospital
- St. Joseph Hospital
- Kennedy Complex Cooperative
- Mount Sinai Medical Center

##### Banks:

- RBC/PNC Banks
- Washington Mutual
- Tropical Financial Credit Union
- Comerica Riviera Beach

##### Municipalities/Government:

- Lady Lake Library
- Riviera Beach
- City of Fort Myers
- MDAP Development
- Fort Lauderdale International Airport
- Monroe County
- Town of Pierson, Florida
- City of Jupiter, Florida

##### Residential Communities:

- Lennar Communities
- WCI
- Toll Brothers
- Tiara Condominiums

##### Religious:

- St. James United Methodist Church

#### CERTIFICATIONS / REGISTRATIONS:

- *Standard Inspector, State of Florida, BN6329*
- *State of Florida Standard Plans Examiner, PX3327*
- *State of Florida Asbestos Building Inspector, 030161-8019*
- *State of Florida Fire Service Instructor I, 125069*
- *State of Florida Fire Arson Investigator, 106121*
- *State of Florida Fire Safety Inspector I, 102649*
- *State of Florida Fire Safety Inspector II, 120730*
- *Safety Officer*
- *Public Information Officer*

Phillip Russo , PX, BN

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**REPRESENTATIVE PROJECT EXPERIENCE:**

License Number: **BN6329**  
Status: **Current,Active**  
Licensure Date: **05/26/2010**  
Expires: **11/30/2015**

License Number: **PX3327**  
Status: **Current,Active**  
Licensure Date: **05/26/2010**  
Expires: **11/30/2015**



## FRANCISCO BOZA, S.I.

### STANDARD INSPECTOR

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#### PROFESSIONAL CAPABILITIES:

Mr. Boza serves as a Standard Inspector for NOVA Engineering. He has over 20 years of engineering and inspection experience and Francisco holds his professional Standard Inspector, Structural Masonry Inspector, Post Tensioning Inspector Level 2, and ACI Concrete Technician Level 1 certifications.

Francisco's background includes serving over 20 years as a Standard Inspector in South Florida. During this time, he has been responsible for performing structural inspections in accordance with Florida Statute §553.79 (Threshold Building Law) on major construction projects, as well as, training and supervising new field inspectors.

#### REPRESENTATIVE PROJECT EXPERIENCE:

##### Education:

- St. Thomas Aquinas Performing Arts Center, Ft. Lauderdale, FL
- University of Florida, Homestead & Davie, FL
- Excelsior Charter School, Hialeah, FL

##### Retail:

- Lowes Home Center of Kendall, Kendall, FL
- Ross Retail Plaza, Coral Springs, FL
- Shops at Mercado, Hialeah, FL

##### Commercial:

- Miami Marriott Airport Complex, Miami, FL
- Lakeshore Plaza, Sunrise, FL
- Hilton Garden Inn & Homewood Suites, Miami, FL
- Dental Center of Silver Lakes, Pembroke Pines, FL
- US Customs & Border Patrol, Dania Beach, FL

##### Condominiums:

- 500 Brickell, Miami, FL
- Dolcevida on the Ocean, Singer Island, FL
- Midtown II, III, IV, & Mid-block East, Miami, FL
- Tao, Sunrise, FL
- Lauderdale One, Ft. Lauderdale, FL
- 1390 Brickell Bay, Miami, FL
- Veranda, Plantation, FL

##### Residential:

- Golden Acres, Pompano Beach, FL
- Various Lennar Communities
- Various Trammell Crow Communities

#### EDUCATION:

*B.S. Civil Engineering, Florida International University, 1988*

#### CERTIFICATIONS / REGISTRATIONS:

- *Standard Inspector, State of Florida, BN2813 (Standard Inspector)*
- *Certified Structural Masonry Inspector, SMI-1065*
- *PTI-Certified Post Tensioning Inspector, Level 2*
- *Certified ACI Concrete Technician, Level 1*

#### AFFILIATIONS:

- *Southern Building Code Congress International*
- *American Concrete Institute*

#### EXPERIENCE:

- *Years w/ NOVA: 4*
- *Years w/ Prior Employers: 16*



**EXPERIENCE SUMMARY:**

Present

**NOVA ENGINEERING AND ENVIRONMENT LLC**  
Standard Inspector

Responsible for structural inspections in accordance with Florida Statute §553.79 (Threshold Building Law) on major construction projects in Florida. Specific tasks include monitoring deep piling foundation installations, reinforcing steel placement, concrete placement, shoring and re-shoring, post-tensioning, structural steel erection, etc. Trains, mentors and supervises all new Field Inspectors.

1994 to 2004

**PROFESSIONAL ENGINEERING & INSPECTION CO., INC. (PEICO) (Ft. Lauderdale, FL)**  
Senior Field Inspector

Trained Field Inspectors on structural and building code compliance and supervised structural inspections in accordance with Florida Statute §553.79 (Threshold Building Law) on major construction projects in Florida. Specific tasks include monitoring deep piling foundation installations, reinforcing steel placement, concrete placement, shoring and re-shoring, post-tensioning, structural steel erection, etc., as well as, assisting in design engineering.

1993 to 1994

**DESIGN STRUCTURES INC. (Ft. Lauderdale, FL)**  
Project Engineer & Assistant Department Head

Co-responsible of department for all engineering within the State and for the coordination and scheduling of work for the department. Provided design analysis support, repairs, pre-stressed, mild reinforced, and structural steel solutions.

1988 to 1993

**PRESTRESSED SYSTEMS, IND. (Miami, FL)**  
Project Engineer

Managed and supervised pre-cast joist and soffit beam installation, as well as, monitor and inspect laborers' workmanship. Responsible for the design and drafting of all engineering work for PSI on the west coast of Florida. Resolved both production and field problems relating to the manufacture and installation of PSI systems for this area.

License Verification from [www.myfloridalicense.com](http://www.myfloridalicense.com)  
**License Information**

License Type:	<b>Standard Inspector</b>
Rank:	<b>Inspector</b>
License Number:	<b>BN2813</b>
Status:	<b>Current,Active</b>
Licensure Date:	<b>01/21/1997</b>
Expires:	<b>11/30/2015</b>

## DAVID YOCUM, S.I., P.X., CEC

### PLANS EXAMINER / INSPECTOR

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#### PROFESSIONAL CAPABILITIES:

Mr. Yocum is registered by the State of Florida Department of Professional Regulation as a Standard Inspector and Plans Examiner and has over 17 years of related inspection and plans review experience and spent 13 years working directly for Miami-Dade County as an Electrical Inspector and Plant Electrician performing electrical building inspections for compliance with the Florida Electrical Code and all other applicable regulations.

Working as a Plans Examiner and Inspector for NOVA Engineering, David divides his time providing municipal support services for building departments on an as-needed basis, as well as, providing performing on-site inspections of related construction trades to ensure compliance with technical codes and design specifications, and reviewing plans for conformance with applicable laws, codes and ordinances on a variety of commercial, retail and residential projects.

#### REPRESENTATIVE PROJECT EXPERIENCE:

##### Residential Projects:

- Centerline, Various South Florida locations
- Transeastern, Various South Florida locations
- Centex, Various South Florida locations
- DiVosta, Various South Florida locations
- DR Horton, Various South Florida locations
- GL Homes, Various South Florida locations
- Centerline, Various South Florida locations
- Kenco, Various South Florida locations
- Landmark, Various South Florida locations

##### Apartment/Condominium:

- Villa Madonna, Lake Worth, Florida
- McKeene Towers, West Palm Beach, Florida
- Moorings, Lantana, Florida
- Marina Village, Boynton Beach, Florida
- DolceVita on the Ocean, Palm Beach Shores, Florida
- Marina Grande at the Halifax, Holly Hill, Florida
- Mainstreet at Midtown, Palm Beach Gardens, Florida
- City Palms, West Palm Beach, Florida
- Archstone at Hibiscus, West Palm Beach, Florida
- Block 69 Parking Garage, Delray Beach, Florida

#### CERTIFICATIONS/ REGISTRATIONS:

- *Standard Inspector, State of Florida, BN465*
- *Standard Plans Examiner, State of Florida, PX2695*
- *Certified Electrical Contractor, State of Florida, EC13002780*
- *Broward County BORA Certified*
- *Miami-Dade County Certificate of Competency – Journeyman*
- *Miami-Dade County Certificate of Competency - Master*

#### AFFILIATIONS:

- *Construction Trades Qualifying Board (CTQB) Division B*

**REPRESENTATIVE PROJECT EXPERIENCE: (cont'd)**

**Commercial/Office/Retail:**

- Ronney Plaza, Miami Beach, Florida
- Walmart Supercenter, Hialeah, Florida
- Met 2 Office Tower, Miami, Florida
- Met 2 Hotel Tower, Miami, Florida
- Eastern Airlines, Miami, Florida

License Verification from [www.myfloridalicense.com](http://www.myfloridalicense.com)

**License Information**

License Type:	<b>Standard Inspector</b>
Rank:	<b>Inspector</b>
License Number:	<b>BN465</b>
Status:	<b>Current, Active</b>
Licensure Date:	<b>03/17/1994</b>
Expires:	<b>11/30/2015</b>

**License Information**

License Type:	<b>Standard Plans Examiner</b>
Rank:	<b>Plans Examiner</b>
License Number:	<b>PX 2695</b>
Status:	<b>Current, Active</b>
Licensure Date:	<b>05/23/2006</b>
Expires:	<b>11/30/2015</b>



March 12, 2015

C.A.P. Government, Inc.  
Attention: Carlos A. Penin  
3265 Meridian Parkway, Suite 100  
Weston, FL 33331  
Email: [capenin@capfla.com](mailto:capenin@capfla.com)

**RE: Contract 855-11487 for Inspection & Plan Examination Services**

Dear Mr. Penin:

Section III – Term of Agreement of the contract dated February 3, 2015, was administratively changed. The initial contract period shall commence on March 7, 2015, and shall end on March 6, 2016.

**NOTE: The purpose of this letter is to request your acknowledgement of the change to Section III – Term of Agreement.**

Someone with authorization to sign for your company must place their signature where indicated. **THE FORM SIGNOR MUST BE AN OFFICER OF THE COMPANY OR YOU MUST PROVIDE A DOCUMENT FROM AN OFFICER OF THE COMPANY, THAT AUTHORIZES THOSE LISTED TO SIGN ON THEIR BEHALF.** Only the signature of an authorized officer or someone authorized to bind your company will be accepted.

Your response must be received **no later than 5:00 p.m. on Monday March 16, 2015.**

Your cooperation in this matter is appreciated. For further information please contact Ginah Joseph at 954-828-5142 or [gjoseph@fortlauderdale.gov](mailto:gjoseph@fortlauderdale.gov)

**YES:** We acknowledge the change to Section III – Term of Agreement.  
Signee must be authorized to bind the company.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

*Carlos A. Penin*

*President*



City of Fort Lauderdale • Procurement Services Division  
100 N. Andrews Avenue, Rm. 619 • Fort Lauderdale, FL 33301  
954-828-5933 Fax 954-828-5576  
[purchase@fortlauderdale.gov](mailto:purchase@fortlauderdale.gov)

December 7, 2015

C.A.P. Government, Inc.  
Attn: Carlos Penin  
3265 Meridian Parkway, Suite 100  
Weston, FL 33331

Email: [capenin@capfla.com](mailto:capenin@capfla.com)

**RE: Contract Extension 855-11487-1  
Inspection and Plan Examination Services**

Dear Mr. Penin:

The extension of the contract noted above has been administratively approved. The revised contract expiration date will be **March 6, 2017**. This contract extension will be the first of three possible extension options.

All terms, conditions and specifications of this contract will remain in effect during the extension period, including insurance and/or performance bond coverage requirements.

If insurance is required for this contract, you should review your expiration date(s) at this time to insure that your coverage is current and provide this office with an updated certificate.

We hope this will continue to be a rewarding and profitable business relationship.

Sincerely,

Contract Administration



City of Fort Lauderdale • Procurement Services Division  
100 N. Andrews Avenue, Rm. 619 • Fort Lauderdale, FL 33301  
954-828-5933 Fax 954-828-5576  
[purchase@fortlauderdale.gov](mailto:purchase@fortlauderdale.gov)

December 8, 2015

NOVA Engineering and Environmental, LLC  
Attn: Jason Hill  
4350 Oakes Road, Suite 518  
Fort Lauderdale, FL 33314

Email: [jhill@usanova.com](mailto:jhill@usanova.com)

**RE: Contract Extension 855-11487-3  
Inspection and Plan Examination Services**

Dear Mr. Hill:

The extension of the contract noted above has been administratively approved. The revised contract expiration date will be **March 6, 2017**. This contract extension will be the first of three possible extension options.

All terms, conditions and specifications of this contract will remain in effect during the extension period, including insurance and/or performance bond coverage requirements.

If insurance is required for this contract, you should review your expiration date(s) at this time to insure that your coverage is current and provide this office with an updated certificate.

We hope this will continue to be a rewarding and profitable business relationship.

Sincerely,

Contract Administration