

COMMUNITY DEVELOPMENT DEPARTMENT BUILDING OFFICIAL SERVICES, INSPECTIONS AND RELATED SERVICES

Prepared For: **TOWN OF LAKE PARK**
535 Park Avenue
Lake Park, Florida 33403

Due Date/Time:
September 18, 2014
3:00 P.M.



Calvin, Giordano & Associates, Inc.
EXCEPTIONAL SOLUTIONS

Copy



Calvin, Giordano & Associates, Inc.

EXCEPTIONAL SOLUTIONS

September 17, 2014

Vivian Mendez
Town of Lake Park
535, Park Avenue
Lake Park, Florida 33403

**RE: Request for Proposals: Community Development Department
Building Official Services, Inspections and Related Services, No. 105-2014**

Dear Selection Committee Members:

Please find attached **Calvin, Giordano & Associates, Inc.'s (CGA)** proposal to provide **Community Development Department Building Official Services, Inspections and Related Services** for the Town of Lake Park. CGA will serve as the prime and sole contractor for this contract. CGA has assembled an "in-house" team of approximately 40 professionals possessing the experience and skills necessary to meet the needs of the City. The CGA team has extensive experience providing professional building code services in numerous South Florida jurisdictions over the past decade.

SERVICES

CGA provides full-service contract governmental services including Building Department, Code Enforcement, Zoning, Planning, Landscape Architecture, Traffic Engineering, Civil Engineering, and project management, amongst others. Consequently, the CGA team has the understanding of process and depth of resources to manage any issue that may arise. Many of our team members are former long-term local government officials who understand the needs of local government. We offer all services "in house." Our approach to building code services places a high priority on professional standards and customer service. We regularly conduct internal professional development and customer service training to elevate standards and performance. In addition, we also have an in-house Information Technologies Department, which develops and markets our own "InkForce" software application specifically for Building Departments and Code Enforcement.

The Building Code Services Division provides local governments with all the resources required to ensure effective code compliance, including the Florida Building Code, State and Federal statutes, local ordinances, FEMA and other rules and regulations dealing with construction, permitting and inspection. CGA has successful long-standing relationships with municipal clients such as the cities of **Weston, Dania Beach, Hollywood, Miramar, North Lauderdale, Pembroke Pines, West Park and the Town of Surfside.**

- Building Code Services
- Coastal Engineering
- Code Enforcement
- Construction Engineering & Inspection
- Construction Services
- Contract Government
- Data Technologies & Development
- Emergency Management Services
- Engineering
- Governmental Services
- Indoor Air Quality
- Landscape Architecture & Environmental Services
- Municipal Engineering
- Planning
- Public Administration
- Redevelopment & Urban Design
- Renewable Energy
- Resort Development
- Surveying & Mapping
- Transportation Planning & Traffic Engineering
- Utility & Community Maintenance Services
- Water Resources Management

560 Village Blvd., Suite 340
West Palm Beach, FL 33409
Phone: 561.684.6161
Fax: 561.684.6360

Headquarters:
1800 Eller Drive, Suite 600
Fort Lauderdale, FL 33316
Phone: 954.921.7781
Fax: 954.921.8807

www.cgasolutions.com

CONTRACT ADMINISTRATOR

The Contract Administrator assigned with the responsibility for managing these services for the Town, George Keller, has more than 35 years of experience in local government; both as a public administrator and private contractor. He will serve as the primary point of contact with Lake Park.

CONTACT INFORMATION

George R. Keller, Jr., Senior Vice-President
560 Village Boulevard, Suite 340
West Palm Beach, Florida 33409
Tel: (561) 684-6161; Secondary: (954) 921-7781
E-mail: gkeller@cgasolutions.com

Thank you for giving us the opportunity to respond to this request for proposals. We are ready to commence work immediately, and look forward to the beginning of a new and successful working relationship with the Town.

Sincerely,
CALVIN, GIORDANO & ASSOCIATES, INC.



Shelley Eichner, AICP
Senior Vice President



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Section A

CLIENT/CUSTOMER REFERENCES

CITY OF PEMBROKE PINES	
BUILDING ADMINISTRATION, PERMIT PROCESSING, PLAN REVIEW, INSPECTION SERVICES	
CLIENT INFORMATION	SCOPE OF SERVICES PROVIDED
Charles F. Dodge City Manager 10100 Pines Boulevard Pembroke Pines, FL 33026 (954) 431-4884 cdodge@ppines.com	Full building department administration, building official, permit processing, plan review and field inspections. Providing all required forms, performing permit intake, issuance of certificates of occupancy and/or completion. Responding to emergency situations for damage assessment. Provided the City with a total turnkey option, contracting services saved the City \$2.5 million annual operating deficit, and employed former City employees. (2009 - present)

CITY OF WESTON	
BUILDING CODE ADMINISTRATION, PERMIT PROCESSING, ENGINEERING/SITE PLAN INSPECTION, CODE ENFORCEMENT	
CLIENT INFORMATION	SCOPE OF SERVICES PROVIDED
John Flint City Manager 2500 Weston Road, Suite 100 Weston, FL 33331 (954) 385-2000 jflint@westonfl.org	Building code administration including intake and processing of building permits, zoning plan review and inspections, engineering plan review and inspections. Primary service provider since incorporation in 1994 to the present. The City of Weston remains one of the premier contract service municipalities in the country.

CITY OF WEST PARK	
BUILDING ADMINISTRATION, PERMIT PROCESSING, PLAN REVIEW, INSPECTION SERVICES	
CLIENT INFORMATION	SCOPE OF SERVICES PROVIDED
W. Ajibola Balogun City Administrator 3150 SW 52nd Avenue Pembroke Park, FL 33023 (954) 989-2688 abalogun@cityofwestpark.org	Full building code administration, permit processing, building official, plan review and inspection. Provide all required forms, perform permit intake, issuance of certificates of occupancy and or completion. Respond in emergency situations for damage assessment. Established the newly incorporated City's services since 2005 as the primary contract services provider.



CITY OF OAKLAND PARK

CLIENT INFORMATION	SCOPE OF SERVICES PROVIDED
John Stunson City Manager 3650 NE 12th Avenue Oakland Park, Florida 33334 (954) 630-4209 johns@oaklandparkfl.gov	CGA provides hourly, as needed, Building Code Services to the City of Oakland Park, including plan review and field inspection services in all disciplines. (2012 - present)

CITY OF NORTH LAUDERDALE
BUILDING OFFICIAL, INSPECTION/PLAN REVIEW SERVICES

CLIENT INFORMATION	SCOPE OF SERVICES PROVIDED
Tammy Reid-Holguin Community Development Director 701 SW 71st Avenue North Lauderdale, FL 33068 (954) 724-7048 tholguin@nlauderdale.org	Supplied required building official services including supervision of staff, issuing certificates of occupancy and completion plan review and inspection, supplemental plan review and inspections (2005 - 2009). CGA provided consulting services to the City's Building Department to evaluate and modify the Building Permit Fee Schedule (2013).



Section B

EQUIPMENT AND FACILITIES

CGA currently operates with professional and technical staff totaling approximately 330 in number, working out of six separate offices throughout Florida and the Metro Atlanta area. CGA maintains its own internal Data Technologies Department, creating and servicing its own proprietary operating software, "InkForce." CGA also maintains its own fleet of vehicles to support and service the needs of scores of local government clients with Building Code Services, Municipal Code Enforcement, Engineering, Urban Planning, Project Management, Emergency Management, Land Surveying, etc. Services to the Town of Lake Park will be supported and provided out of the CGA West Palm Beach office (560 Village Boulevard, Suite 340, West Palm Beach, Florida 33409), including the following resources:

- Vehicle fleet of approximately 100, including compact pickup trucks and energy efficient cars
- Web-based ruggedized laptops, printers, etc. fitted into vehicles to maximize results in the field
- GPS tracking devices installed and monitored in all vehicles
- Uniforms and vehicles identified to the Town's specifications
- Miscellaneous tools/equipment including ladders, cell phones, etc.



Section C
LICENSES AND RECEIPTS

**State of Florida
Department of State**

I certify from the records of this office that CALVIN, GIORDANO & ASSOCIATES, INC. is a corporation organized under the laws of the State of Florida, filed on June 27, 1985.

The document number of this corporation is M17373.

I further certify that said corporation has paid all fees due this office through December 31, 2014, that its most recent annual report/uniform business report was filed on January 9, 2014, and its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Ninth day of January, 2014*



Ken Detjen
Secretary of State

Authentication ID: CC8029634105

To authenticate this certificate, visit the following site, enter this ID, and then follow the instructions displayed.

<https://file.sunbiz.org/certauthver.html>



ANNE M. GANNON
CONSTITUTIONAL TAX COLLECTOR
Serving Palm Beach County
Serving you.

P.O. Box 3353, West Palm Beach, FL 33402-3353
www.pbctax.com Tel: (561) 355-2264

"LOCATED AT"
560 VILLAGE BLVD STE 340
WEST PALM BEACH, FL 33409

TYPE OF BUSINESS	OWNER	CERTIFICATION #	RECEIPT #/DATE PAID	AMT PAID	BILL #
56-0001 ADMIN STRATIVE OFFICE	CALVIN GIORDANO & ASSOC INC	514	B14 1374328 07/25/14	\$33.00	846109989

This document is valid only when received by the Tax Collector's Office

B3 - 177

CALVIN GIORDANO & ASSOCIATES INC
CALVIN GIORDANO & ASSOCIATES INC
560 VILLAGE BLVD
WEST PALM BEACH, FL 33409-1945



**STATE OF FLORIDA
PALM BEACH COUNTY
2014/2015 LOCAL BUSINESS TAX RECEIPT**
LBTR Number: 200205566
EXPIRES: SEPTEMBER 30, 2015

This receipt grants the privilege of engaging in or managing any business profession or occupation within its jurisdiction and MUST be conspicuously displayed at the place of business and in such a manner as to be open to the view of the public.



Section D

EXPERIENCE AND PERSONNEL

Calvin, Giordano & Associates, Inc. (CGA) is a multi-disciplinary firm that began as a small two person surveying firm in Florida over 77 years ago. From 1937 to 2014 we have grown to more than 300 employees; expanded geographically with offices in Fort Lauderdale, West Palm Beach, Fort Pierce, Homestead, Clearwater, Jacksonville and Atlanta and have strategically added an exceptionally broad range of services to meet our clients' needs.

PROFESSIONAL SERVICES

- Building Code Services
- Code Enforcement
- Public Relations and Marketing
- Environmental Planning
- Planning and Zoning
- Civil Engineering
- Information Technologies
- Emergency Management Services
- Public Administration / Management
- Redevelopment and Urban Design
- Traffic Engineering
- Geographical Information Services
- Landscape Architecture
- Indoor Air Quality

BUILDING CODE SERVICES

Building Code Services Administration

The Building Code Services Division offers government customers the ability to help control costs and personnel concerns without losing control of those services. As an independent resource, CGA can tailor services and personnel to suit a specific public sector client. CGA can staff a full-service building department, providing technicians, inspectors, plans examiners and

the building official. On the other hand, CGA offers a la carte services, with specific personnel and services on call for the specific needs of the municipality or government agency. Whichever scenario is utilized, whether ALL services are out-sourced to CGA or any portion of those vital services are contracted, the key to success for both the client and their citizens is that the municipality at all times maintains control over those services. We the Contract Service Provider take our direction from the in-house staff and the appropriate appointed administrator.

A key benefit to CGA's flexible plan is that the public organization does not have to deal with fluctuation in workload or other personnel issues. As the private contractor, CGA can utilize more or less personnel to meet changing demands. Additionally, the public agency does not have to worry when personnel resign or retire from a position, since the private provider is the one to ensure that adequate staffing is in place at all times.

The type of services CGA provides includes:

- Software development and support
- Permit technicians and permit administrators
- File Maintenance and organization
- Preparation and filing of all required forms and documents
- Development and comparative analysis of permit fee schedules

Plan Review for Permit Issuance

- Plan review for all building code disciplines by certified professionals with complete knowledge and understanding of the code
- Establish turnaround times for all project types
- Establish plan review for clients where timing is crucial
- Peer review completed for quality assurance
- FEMA requirements checked for compliance



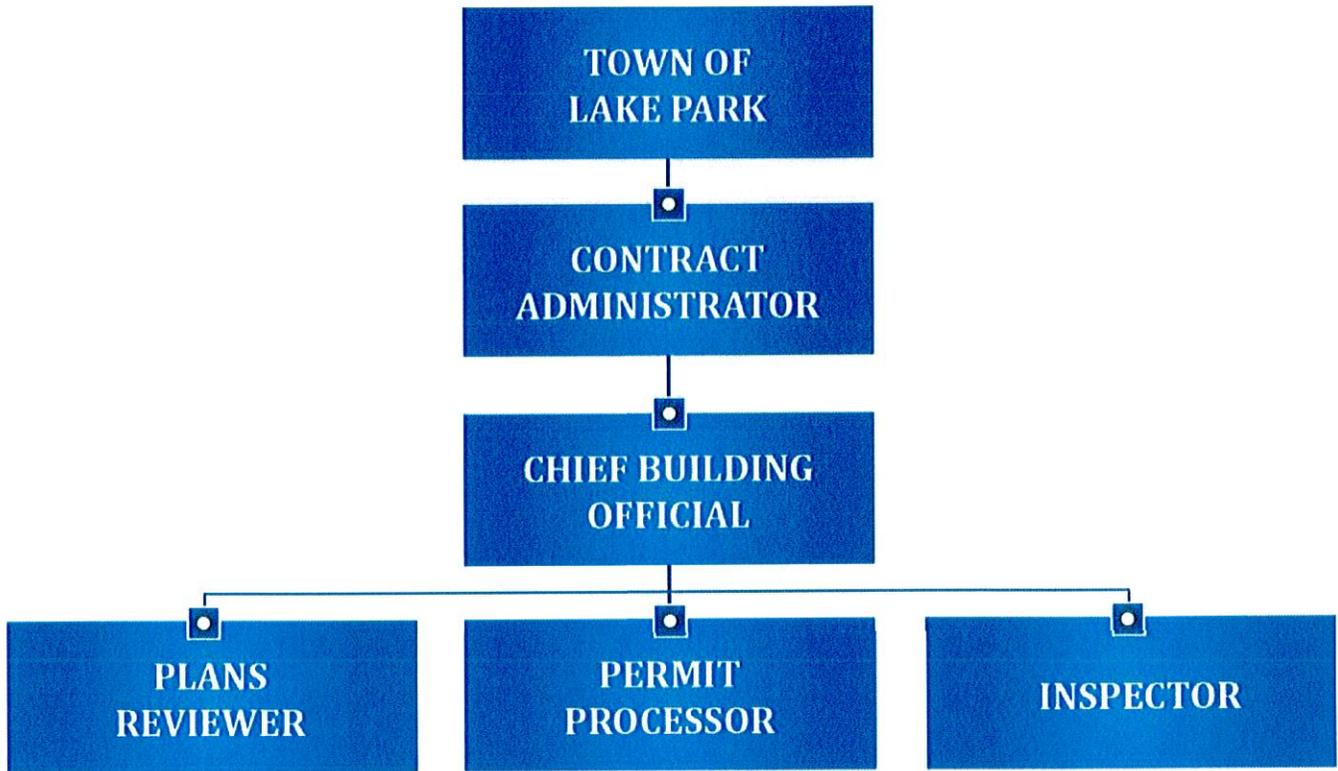
Inspection Services

- All building code inspections conducted by certified professionals with a complete knowledge and understanding of the code
- Inspections completed (pass or fail) within four hours of request during regular working hours, thoroughly and completely
- Special needs inspections for code compliance
- After hours, weekend and holiday inspections are available
- Handicap accessibility a priority
- Company vehicle, laptop computer
- Cell phone



Section E

ORGANIZATIONAL CHART



Resumes

Team member resumes follow.

Background Check

Please see attached for examples of our pre-employment contract letter and Employment Screening Services agreement after resumes.



George R. Keller, Jr.
Senior Vice President, Governmental Services

SUMMARY OF QUALIFICATIONS

Mr. Keller is a Senior Vice-President with Calvin, Giordano & Associates, Inc. (CGA) and has been a member of its Management Team since 2005. As Senior Vice-President of Governmental Services, he is responsible for acquiring, developing, and managing a variety of public agency contracts, government relations, special projects, consulting services; as well as professional and business development. Prior to joining CGA, Mr. Keller also served as Regional District Manager for Severn Trent Services, engaged in the administration of a variety of special government districts throughout the state of Florida. Mr. Keller also served for twenty-seven years in a wide range of senior public administrator roles in municipal, county and regional government, in the State of Florida.

AREAS OF EXPERIENCE

Contract Governmental Services

Mr. Keller is responsible for the overall management and development of CGA's Governmental Services, serving since 2005. Contract Governmental Services provide public entities with options and alternatives to needed essential services, for the jurisdiction's constituents. The application of sound business practices, raised performance expectations, "in-house" developed technology, customer service training, and experienced "hands on" managers; delivers enhanced service levels at decreased operating costs. CGA's Contract Governmental Services are tailored and scaled to the needs of the client, eliminating waste and duplication; including hourly, by project, and long-term operations. CGA's Contract Governmental Services include Municipal Code Enforcement, Building Code Services, Finance and Administration, Wind Mitigation Inspections, Project Management, Grants Administration, and Consulting Services, amongst others.

Administration

Mr. Keller served as a senior member of Broward County's (\$2.5 billion plus budget/7,000 employees) Management Team, directing the Safety & Emergency Services Department (\$88 million budget/900 employees). Departmental operations included Building Code Services, Zoning, Code Enforcement, Emergency Management, Telecommunications, Medical Examiner/Trauma Services, and Fire Rescue. He also served as one of Broward County's Legislative Coordinators, EOC liaisons, and member of the County's E-Government Task Force. Additionally, he volunteered to serve in the creation of the Broward Emergency Support Team (BEST) providing professional field support to first responders. Mr. Keller has extensive Labor Relations experience representing the agency in arbitrations, mediations, negotiations, grievances and litigation.

Previously, Mr. Keller served as the City of Hollywood's Interim City Manager and Assistant City Manager. As a Member of the City of Hollywood senior management team, he was engaged in the overall operations of the municipality. As Director of the Department of Development Administration, he managed all aspects of Land Use Planning, Real Estate Development, Building Construction, Engineering, Neighborhood Programs, and Capital Improvement Programs. He served as a member of the City's Emergency Response Team as well as the Post Disaster Recovery Department Director. As Assistant City Manager, Mr. Keller was responsible for Growth Management, Economic Development, Annexation, Engineering, Public Works, the Community Redevelopment Agency, and Neighborhood Improvement Programs. He served as representative and staff liaison to a variety of agencies, advisory boards and organizations at public meetings; and facilitated the implementation of quality development and growth of the tax base.

EDUCATION

Master of Arts, with
Teaching Certification

Urban Geography/Urban
and Regional Planning
University of Florida,
Gainesville, Florida, 1978

Bachelor of Science, Urban
Geography, with Honors
University of Florida,
Gainesville, Florida, 1976

Nova Southeastern
University Law School
Coursework, 1996

Florida Real Estate License
(Inactive)

Florida Real Estate
Appraisal Coursework

Professional Development
Seminars/Continuing
Education

**PROFESSIONAL
MEMBERSHIPS**

AICP (former)

**PROFESSIONAL
ASSOCIATIONS**

International City/County
Manager's Association,
20 Year Service Award

Hollywood Housing
Authority, Board of
Commissioners,
1994-1997



George R. Keller, Page 2

Mr. Keller administered the U.S. Department of Housing and Urban Development Community Development Program. Responsibilities included the management and evaluation of a multi-million dollar program engaging in neighborhood redevelopment and housing assistance. Specific projects included public works/infrastructure, housing rehabilitation, new housing development and commercial revitalization. He coordinated directly with local, state and federal governments/agencies, private professional, technical and clerical staff. He also has extensive public relations involving the general public, intergovernmental coordination and the news media

Economic Development/Redevelopment

Mr. Keller managed the City of Hollywood's "City Business Center" created to promote economic and business development in the community by facilitating investment and building the tax base through all regulatory processes. He was a senior participant in the production of the City's Economic Development Strategic Plan, Urban Land Institute Downtown Plan and Visions 2000 Program. He served as Interim Director for both the Community Redevelopment Agency and Economic Development Advisory Board; and implemented electronic building plan review and permitting in the City.

Mr. Keller developed local programs/ordinances engaged in downtown redevelopment, beach revitalization and neighborhood preservation. He participated in the production of RFP's and grant applications for consulting services and development projects. Mr. Keller was active in the preparation of economic development programming, and annexation proposals for the local government and property owners.

Budget and Financial Management

Prepared, submitted and managed annual operating and multi-year capital budgets for large, diverse departmental/municipal responsibilities. Identified and developed new and increased revenue sources; while increasing efficiencies/containment through process improvement and applied technology. Administered creative competitive grant applications and procurement from local, state and federal sources. Supported an aggressive posture for public agencies to pursue traditional private sector entrepreneurial opportunities and roles to generate revenues. Prepared program based budgets involving cost estimation and allocation, personnel evaluation and project scheduling. Production of a comprehensive scheme for neighborhood redevelopment and commercial revitalization. Represented the City as a member of the Negotiating Team "at the table" with a variety of bargaining units. Evaluated and developed organizational systems and personnel utilization for productivity increase, cost benefit analysis, and quality control.

Planning and Research

Mr. Keller has completed extensive research and projection of census data applied in developing funding proposals and targeting areas of benefit. Random sample surveying of populations to determine demographic bases, housing conditions and economic data. Development of statistical basis for multi-year plan of neighborhood redevelopment and housing assistance. Assessment of land use, development patterns, population trends, and services required.

Conducted site selection and property acquisition involved in the development of new housing and capital improvements. Developed and updated computerized mapping and databases for various urban areas in Florida. Databases are utilized in assimilating census information and increasing efficiency of service delivery systems.

HONORS

- ICMA 20 Year Service Award
- American Institute of Certified Planners (former)
- Meritorious Service Award, City of Hollywood, 1999
- 1990 Price Waterhouse/South Florida Business Journal "Up and Comers" Award
- Leadership Hollywood Program Graduate
- Hollywood Education Civic Institute Graduate
- The Hollywood Historical Society, Inc. Lifetime Member



Norman Bruhn Chief Building Official

PROJECT EXPERIENCE

Miami Shores Village - Miami Shores, Florida

- Building Official, Building Chief Inspector, and Building Plans Examiner
Job duties include municipal inspections, plan review, and all building official duties. I am responsible for all means and method of building department operations. Village Manager Tom Benton (9/08 - present)

Calvin, Giordano & Associates, Inc - Fort Lauderdale, Florida

- Building Official/Building Director and Chief Structural Inspector (Town of Surfside)(A.B. City of West Park)
Supervisor Phil Mastrosimone, B.O. (8/07 - present)

Capri Engineering - Sunrise, Florida

- Senior Inspector/Plans Examiner. Job duties included municipal inspection and plan review for nseveral Broward cities, plan review for private provider services and threshold inspections. (4/06 -4/07)

City of Cooper City - Cooper City, Florida

- Assistant Building Official/Chief Structural Inspector. Job duties include supervision of inspectors and plan reviewers. Performance of administrative tasks including the issuing of Certificate of Occupancy as requ ired by the F. B.C. Supervisor Peter Bueadoin, B.O. (7/02 - 3/06) (4/07- 8/07)

Town of Davie - Davie, Florida

- Building Inspector for structural aspects of new construction, alterations and additions of all types of construction. Job duties include performing all inspections required by the S.F.B.C. including F.A.C. Supervisor Brian Dillon, Chief. (12/00-7/02)

City of Coral Springs - Coral Springs, Florida

- Build ing Inspector for structural aspects of new construction, alterations and additions of all types of construction. Job duties include performing all inspections required by the S.F.B.C. including F.A.C. Supervisor Bill Dumbaugh, B.O. (10/98 - 12/00)

Norcot, Inc. - Port St. Lucie, Florida

- Project supervisor in charge of entire jobs from sales, bidding scheduling, and completion. Typeof work was small residential remodels (kitchens, baths, room additions). 50% owner (1 0/93- 8/97)

B & D Structures, Inc. - North Miami Beach, Florida

- Structural supervisor for concrete forming crew with 5 to 15 men in my direct supervision. Job duties included all layout, material ordering, scheduling concrete/ pumps, and fo rming. Supervisor Bob Dean, owner. (1/93 -10/93)

Rogers & Ford Construction - Boynton Beach, Florida

- Assistant supervisor with 2 to 20 men in my direct supervision. Job duties included layout and supervising production. Projects included Club and fa cilities at Weston, Publix food store & plaza at Weston, and solid waste transfer station. Supervisor was Greg Ringaman, superintendent. (2/89 - 2/91)

CERTIFICATIONS & EDUCATION

Florida State Certified
General Contractor
CG-C057387
Florida State Certified
Roofing Contractor
CCC-1329044
Florida State Certified
Structural Inspector
BN-3525
Florida State Certified Plans
Examiner
PX-1809
Florida State Building Code
Administrator
BU-1346
Associates Degree, Santa
Fe Community College



Norman Bruhn, Page 2

North South Construction / Ocean Properties Limited - Boynton Beach, Florida

- Assistant superintendent traveling to 5 states building Marriott Hotels. Supervisor Bill Walsh, owner.
(1/85 -2/89)



George W. Desharnais, Jr.
Chief Inspector / Building Inspector / Plans Examiner

SUMMARY OF QUALIFICATIONS

Mr. Desharnais is a certified building inspector and plans examiner with more than 24 years professional experience. His specialty includes building inspection and building plans examination.

PROJECT EXPERIENCE

2000-Present

Chief Building Inspector, City of Pembroke Pines

Responsibilities as Chief included supervising up to 21 plans examiners and building inspectors. Served as Acting Building Official.

1993-2000

Building Plans Examiner and Building Inspector; City of Pembroke Pines; assisted the Chief Plans Examiner and Chief Building Inspector with responsibilities (including training other plans examiners); served as Acting Building Official.

1986-1993

Bal Harbor Village - Building Inspector and Plans Examiner

1978-1986

Homesite Builders, Inc.

Supervised all phases of residential and commercial construction projects in Dade and Broward Counties.

EDUCATION

Graduated from Hialeah High School 1971

PROFESSIONAL CERTIFICATION

Standard Inspector
Lic# BN817

Standard Plans Examiner
Lic# PX851

Certified General Contractor
CGC 055093

Building Inspector and Plans Examiner, State of Florida and Broward County Board of Rules and Appeals



Kevin J. Donovan
Chief Structural Plans Examiner & Inspector

SUMMARY OF QUALIFICATIONS

Mr. Donovan is a professional inspector with knowledge and experience in all phases and types of the construction process. He has experience in all phases of architectural and engineering design, permitting, inspection and construction services and insurance claim management.

EXPERIENCE

Calvin, Giordano and Associates, Inc. Chief Structural Plans Examiner & Inspector	Present
City of Coconut Creek Structural Building Inspector and Structural Plans Examiner	2011 – 2014
Symmetrical Stair Company, Pompano Beach General Manager	2009 – 2010
Cartaya & Associates Architects Construction Project Manager	2008
Calvin, Giordano & Associates, Inc. Structural Building Inspector and Structural Plans Examiner	2006 – 2007
Independent Insurance Adjuster, State of Florida	2004 – Current
City of Tamarac and City of Cooper City Structural Building Inspector and Structural Plans Examiner	2004
City of Lauderdale Lakes Building Official, Chief Structural Building Inspector	2002 – 2004
Gordon Homes, Boca Raton Construction Project Manager, Commercial and Waterfront Division	2000 – 2001
City of Coral Springs 1992 – 2000 Structural Building Inspector and Structural Plans Examiner	

EDUCATION

Associate of Arts,
Architecture
University of Florida

Bachelor of Arts,
Enterprise Economics,
Florida Atlantic University

**PROFESSIONAL
LICENSES**

Certified General
Contractor
Structural Building
Inspector
Structural Plan Examiner
Insurance Adjuster
Insurance Umpire



Peter A. Beaudoin

Mechanical - Plumbing Plans Examiner

PROJECT EXPERIENCE

2007-Present: Chief Mechanical Inspector/ Plumbing plans Examiner

- Review construction Plans in the Mechanical and Plumbing disciplines for conformity to the Florida Building Code as well as local agencies requirements. Assist the contractors, engineers and architects as well as owner builders with corrections and interpretations
- Performed field inspections in both disciplines when code violations were observed correction notices were issued and follow up inspections were performed for compliance
- Supervised one field inspector and part time will call inspectors when needed and in the absence of the Building official I assumed the full responsibilities including issuing certificates of occupancies

1993-2007: Building Official Chief Mechanical / Chief Plumbing Inspector, City of Cooper City, FL

- IN September 1993 this was an entry level inspector's position. I performed field inspections for compliance to the South Florida Building code under the supervision of the Building Official and Chief Mechanical Inspector Doval Sallustio. I qualified for and received my Plumbers certification through the Broward County Board of Rules and Appeals and performed field inspections for compliance to the South Florida Building Code as well as the health department and utilities and local agencies again under the direction of Mr. Sallustio
- I qualified and received the Standard plans examiners license from the Department of Business and Professional Regulation for the Mechanical and Plumbing disciplines.
- I reviewed construction plans for the conformity to the South Florida Building as well as the new Florida Building Codes
- September 1998 I was promoted to Chief Mechanical and Plumbing Inspector
- November 2005 I was promoted and assumed the duties of the Building official
- My duties included over seeing a department with 8 employees administrating the department budget employee evaluations, attending commission meetings and issuing Certificates of occupancies and also performed Mechanical/Plumbing plans review and Inspections

1985-2006: Mechanical Superintendent, Ivey Mechanical Contractors, Nashville, Tennessee

- Over saw the installation of sheet metal duct work, chillers, air-handlers, steam and chill water piping systems in various hospitals in Broward County Including Coral Springs Medical Center , Hollywood Memorial, University Hospital in Tamarac Florida and Northwest Regional Medical Center in Margate Florida

1972-1979: Gordon F. Merrick Oil Company, Plaistow, New Hampshire

- Assist in the installation of boilers and forced hot air furnaces, threaded steel pipe for oil storage tanks.

LICENSES

Plumbing State of Florida
Contractors CFC039969
(inactive)

Broward County Board
of Rules and Appeals
Mechanical Plans Examiner
/ Inspector

Broward County Board
of Rules and Appeals
Plumbing Plans Examiner/
Inspector

Department of Business
and Professional
Regulation Building Code
Administrator BU1065

Department of Business
and Professional
Regulation Standard Plans
Examiner PX980

Department of Business
and professional
Regulation) Standard
Inspector (BN273



Calvin, Giordano & Associates, Inc.

EXCEPTIONAL SOLUTIONS

(Date)

(Address)

(Address)

(Address)

Dear (Name of Candidate),

Calvin, Giordano & Associates, Inc. is pleased to extend to you an offer of employment as a (Title) (Department). This offer is contingent upon successful completion of our reference checking process including previous employment, drug test, and education verification.

Assuming favorable results for the above, and that you choose to accept our offer, we would like you to start on (tentative starting date). Your starting salary will be (salary).

As a regular employee, you will be eligible for the applicable Calvin, Giordano & Associates, Inc. benefits spelled out in the employee handbook. (If applicable - In addition you be eligible for as applicable). You will also be eligible to join the Calvin, Giordano & Associates, Inc. medical plan.

The purpose of this letter is only to confirm your compensation and is not an employment contract. Calvin, Giordano & Associates, Inc. is an at-will employer, and neither you nor Calvin, Giordano & Associates, Inc. is bound to continue the employment relationship if either chooses, at its will, to end the relationship at any time.

(Name), I believe you will make a very important contribution to Calvin, Giordano & Associates, Inc. and hope you will consider our offer favorably. Please review this letter and, if it is appropriate, sign it and return it to us indicating that you accept the terms of this offer.

In the meantime, if you have any questions regarding any of the above information, please don't hesitate to contact me at (954) 921-7781.

Sincerely,

Dennis J. Giordano
President

Accepted: _____ Date: _____

- Building Code Services
- Coastal Engineering
- Code Enforcement
- Construction Engineering & Inspection
- Construction Services
- Contract Government
- Data Technologies & Development
- Emergency Management Services
- Engineering
- Governmental Services
- Indoor Air Quality
- Landscape Architecture & Environmental Services
- Municipal Engineering
- Planning
- Public Administration
- Redevelopment & Urban Design
- Renewable Energy
- Resort Development
- Surveying & Mapping
- Transportation Planning & Traffic Engineering
- Utility & Community Maintenance Services
- Water Resources Management

1800 Eller Drive, Suite 600
Fort Lauderdale, FL 33316
Phone: 954.921.7781
Fax: 954.921.8807

www.cgasolutions.com



Employment Screening Services

CLIENT AUTHENTICATION CHECKLIST

Client Name: Calvin, Giordano & Associates, Inc.

- Implementation Request Form (all sections completed and signed by Sales Associate)
Consumer Report User's Agreement
Account Set-Up Form (all sections completed)
Release Form (all sections completed)
Letter of Intent
Copy of required FCRA prescribed notices given to client
Evidence of right to conduct business
Copy of Website
Verification of listing in business directories
Branch of another company
Onsite Inspection

Signature of Sales Associate: _____ Date: _____

Following section to be completed by Customer Service

- Set-up complete
Welcome E-mail and Training packet sent to client users

Signature of Customer Service Associate: _____ Date: _____

IMPLEMENTATION REQUEST FORM



A Hire Rate of Success

CLIENT PROFILE

Date of Request:	1/12/2009	Customer Code:	
Start Date (begin ordering):	1/12/2009	Sales/Associate:	
Client Name:	Calvin, Giordano & Associates, Inc.		
Street Address:	1800 Eller Dr, Suite 600 (Atlanta office is co-locating with City of Dunwoody at 400 Northridge Road, Suite 1260, Atlanta)		
City/State/Zip:	Fort Lauderdale, FL 33316		
Physical Location Verified:	<input type="checkbox"/> YES <input type="checkbox"/> NO	Trendsource:	<input type="checkbox"/> YES <input type="checkbox"/> NO
Website Verified:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Company Website Address:	www.calvin-giordano.com
Yellow Page Listing Vrfd:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Comments:	
Type of Building/Office:	<input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Private	<input type="checkbox"/> Apartment Complex	<input checked="" type="checkbox"/> Apt Complex w/storefront
Number of Employees:	178		
Number of Reports Ordering:	at first then 5 or so annually		
Send Partial Reports:	No		
Call before faxing:	N/A		

ACCOUNTING/BILLING REQUIREMENTS

Billing Contact	See attached fax.		
Billing Address (if different from above)			
Checking Acct #		Bank Name:	
How Should Billing Be Sent?	<input type="checkbox"/> Mailed	<input type="checkbox"/> E-Mailed to:	

REFERENCES

Company	Contact Name	Phone
See attached fax.		

COMPANY CONTACT INFORMATION

	Name	Title	Phone	Email	
Decision Maker	Roma Rowland	Director of HR	954-921-7781	rrowland@calvin-giordano.com	
Primary Contact	Roma Rowland				
Gatekeeper					
Individuals Who Will Order Reports					
	Reports Sent To	Reports Reviewed By	Title	E-Mail	
Name:	Roma Rowland	Roma	Roma and Rachael	Director of HR	rrowland@calvin-giordano.com
Phone #:	954-921-7781				
Secure Fax #:	954-928-0289				
Name:	Rachael Ramsmooj	Rachael	Roma and Rachael		r Ramsmooj@calvin-giordano.com
Phone #:					
Secure Fax #:					
Name:					
Phone #:					
Secure Fax #:					
Name:					
Phone #:					
Secure Fax #:					

* Will additional contacts need to be set up with user name/password and receive welcome letter ***

Client Notes/Comments





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WITH ESS THE CHOICE IS CLEAR

Consumer Report User's Agreement

Employment Screening Services, (hereinafter called ESS) is a pre-employment screening company, which derives information from records in accordance with the Fair Credit Reporting Act (FCRA, Public Law 91-508 Title VI.). ESS is a consumer reporting agency (CRA) and any information provided to users is a consumer report. All users of ESS' consumer reports agree to the following conditions:

1. Use of Reports

Information provided must be used for employment purposes only, including hiring, promotion, reassignment and retention of employees. Final verification of the individual's identity and proper use of the report are the user's responsibility. The FCRA provides that any person who knowingly and willfully obtains information from a consumer reporting agency under false pretenses shall be fined under Title 18, or imprisoned not more than two years, or both. The information contained in consumer reports is intended for the use of the undersigned and shall not be disclosed to a third party.

When using consumer report information obtained through ESS, the undersigned *agrees to abide by the Fair Credit Reporting Act requiring the user to:*

- Disclose to the applicant that a consumer report will be ordered.
- Obtain written consent before ordering any reports.
- Send the reports and the document entitled *A Summary of your Rights Under the FCRA* to the applicant before denying employment based in whole, or in part, on the report.
- Not violate any applicable state or federal equal employment opportunity law or regulation.

When denying employment in part or whole based on a consumer report, the undersigned will:

- Disclose to the applicant that a consumer report will be ordered.
- Notify the applicant of the "adverse action".
- Provide the applicant with your company's (the undersigned) address and toll- free number, as well as a notice of their right to dispute the accuracy of the consumer report

2. Permissible Purposes

- **To fully comply with all provisions of the Fair Credit Reporting Act (15 USC 1681 et seq) (FCRA), and without limitation, to provide applicants for employment, on whom a consumer report if ordered, with a**

Summary of Rights under the FCRA. Subscriber Initials

- That the nature of Subscriber's business is CONSULTING firm *JK*
- To request information only for the Subscriber's exclusive use, and the Subscriber certifies that inquiries will be made only for the following purposes that are checked and no other purposes;

- a. For employment purposes; and Subscriber agrees to identify to ESS each request for a report to be used in such a manner at the time such report is requested; or
- b. In connection with the underwriting of insurance involving the consumer; or
- c. In connection with a business transaction involving the consumer; and the Subscriber agrees to identify to ESS each request for this purpose at the time such report is ordered, and to specify the business purpose for such report.

3. Payment

Client agrees to pay ESS upon receipt of statement for services rendered during the previous 30-day period according to the current rate schedules in effect. The initial services and rates are described in a schedule attached hereto. All payments shall be due thirty (30) days after receipt of this invoice. Past due amounts shall accrue interest at the rate 1.5% per month. If collection efforts are required, Subscriber agrees to pay all costs of collection including reasonable attorney's fees.



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4. Security of Information

Consumer reports contain sensitive information. The security and dissemination of this information will be the responsibility of the person signing this agreement. Necessary precautions include safeguarding of passwords, limiting access to terminal devices used to obtain reports and the secure handling of hard copy reports including their destruction when no longer necessary.

5. Confidentiality

Each party to this Agreement will not intentionally disclose, and will use its best efforts to prohibit the unintentional disclosure, to any third party of any confidential or proprietary information concerning the other party including, but not limited to its processes, procedures, systems, vendors, trade secrets or prices (including fees charged under this Agreement) unless such information is or becomes generally known to the public or enters the public domain.

6. Release Forms

In accordance with the Fair Credit Report Act as amended September 30, 1997 the applicant must give written consent prior to the administration of any consumer report. In many instances, consent may be included as part of the standard application. Often the release may remain in the custody of the end user. In some cases ESS requires the possession of the release form in order to convey to reporting institutions. ESS will notify the user when a standard, stand-alone document or a unique, individual form is required.

The user is responsible for maintaining the said release for a period as long as the state and federal law dictates. Occasionally, ESS will request release forms of past orders as part an auditing process.

7. Agreement to Arbitrate

The Client agrees to submit to arbitration under the commercial arbitration rules of the American Arbitration Association any controversy or claim arising out or relating to this Agreement or a breach of this Agreement. The Client further agrees that any such controversy or claim shall be submitted to a mutually agreeable arbitrator selected from the panel of arbitrators of the American Arbitration Association. In the event a mutually agreeable arbitrator cannot be found on the above referenced panel, a mutually agreeable attorney licensed to practice law in the State of Alabama will be selected by the parties to serve as an arbitrator.

8. ESS Agrees:

- To maintain information on individuals as furnished by its subscribers or obtained from other available sources for six (6) years.
- To provide the Subscriber credit and criminal history reports on individuals. ESS reserves the right to change the schedule of service and charges from time to time, but no change in such schedule shall become effective as to the Subscriber earlier than 30 days after written notice thereof shall have been given by ESS to the Subscriber.
- To verify that the Subscriber location has been physically checked as a legitimate existing business.
- To provide client with all felony and misdemeanor pending and conviction records for a period of seven (7) years unless otherwise specified by client in the addendum (ESS will not disclose arrest records unless specifically stated in the addendum).

9. It is mutually agreed:

- ESS shall use good faith in attempting to obtain information from sources deemed reliable, but does not guarantee the accuracy of information reported, and in no event shall ESS be held liable in any manner whatsoever for any loss or injury to Subscriber resulting from the obtaining or furnishing of such information; and further that Subscriber agrees to hold ESS harmless from any and all claims, losses, and damages arising out of alleged liability or failure of the Subscriber to keep and perform any of its obligations described herein.
- This agreement as of date of execution, shall remain in effect for 12 months from date of execution. This agreement shall be automatically renewed for the same period of time unless ESS is notified in writing 60 days in advance of expiration of the current term.



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WITH ESS THE CHOICE IS CLEAR

- It is further agreed, however that a delinquency in payment or violation of the terms of the contract or a legal requirement, ESS, upon its election, may discontinue serving the Subscriber and cancel this Agreement immediately.
- The parties agree that this instrument is the full and complete Agreement between them regarding the furnishing of credit and background information, and is not to be altered, varied or enlarged upon by any verbal promises, statements or representations not expressed herein. This agreement shall not be binding on either party until accepted and signed by both parties.

ESS is responsible for furnishing the requested information. It is understood that the final decision to hire, promote or retain an employee is the discretion of the user. Your signature below grants ESS permission to check your company's credit or to check the credit information of its principals and to inspect your business to determine the exact nature of it. Your signature also certifies that you have read and agree to abide by all aspects of this Consumer Report User Agreement and have given a copy to the person(s) in your company responsible for ordering.

Company Name CALVIN GIORDANO & ASSOC

Authorized Signature [Signature] Date 1/9/09

Print Name REMA ROWLAND Title HR DIR

Address 1800 CUBA DR STE 600

City FORT LAUDERDALE State FL Zip 33316

Phone 954 921 7781 Fax 954 266 6498

Email rrowland @ calvin-giordano.com

ESS Authorized Signature

Title



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Pricing Addendum

Credit:	Price	Turn Around Time
Pre-Employment Credit Report	\$6.00	Instant
EmployNow	\$8.00	Instant
Business Credit Report	\$45.00	24 Hours
Criminal:		
National Criminal Search (Instant US OneSearch)	\$12.00	Instant
County Level Search	\$12.00	24-72 Hours
Federal Level Search	\$12.00	24-48 Hours
Statewide Search (Varies by State)		
Alabama	\$10.00	24 Hours
Colorado	\$15.00	24 Hours
Georgia	\$10.00	24 Hours
Florida	\$30.00	24 Hours
North Carolina	\$15.00	24 Hours
Washington	\$15.00	24-48 Hours
Texas	\$15.00	24 Hours
New York	\$60.00	24-72 Hours
New Mexico	\$15.00	24-48 Hours
South Carolina	\$30.00	24-48 Hours
Oregon	\$15.00	24-48 Hours
All other available statewide checks	\$25.00	24-72 Hours
Additional Products:		
Motor Vehicle Reports	\$10.00	Instant
Education Verifications	\$10.00 per	24-72 Hours
Employment Verifications	\$10.00 per	24-72 Hours
Reference Verifications	\$10.00 per	24-72 Hours
Sex Offender Report - State	\$5.00	24 Hours
Sex Offender - National (Instant US OneSearch)	\$10.00	Instant
FACIS (OIG & GSA)	\$7.00	24 Hours
Office of the Inspector General (OIG)	\$5.00	24 Hours
Professional License	\$12.00	24-72 Hours
Social Security Report	\$3.00	Instant
OFAC Report	\$5.00	Instant
Applicant Tracking System:		
Setup Application System	\$50.00	Set up for both is \$100.00
Setup Job Board	\$50.00	
Click Charge: Each Application Processed	\$.00	
Click Charge: Each Job Posted	\$.00	
Exit Interview		
Three Phone Calls, No response	\$35.00	24-72 Hours
	\$15.00	
Drug Testing:		
LabCorp Facilities	\$30.00	5 or 10 Panel (includes MRO)

Nov, 2008



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Account Set Up – Complete all of the following

Primary Contact Information:

- 1. Name: ROMA ROWLAND
- 2. Phone Number: 954-921-7781
- 3. Fax Number: 954-926-2269
- 4. Email Address: rrowland@calvin-giordano.com
(please add any additional email addresses that will need to receive a copy of the completed reports.)
- 5. How would you prefer we send your completed reports to you?
 Emailed Faxed Online Only Mailed

Secondary Contact Information:

- 1. Name: Michael Ramsamooj
- 2. Phone Number: 954-921-7781
- 3. Fax Number: 954-926-0269
- 4. Email Address: ramsamooj@calvin-giordano.com
(please add any additional email addresses that will need to receive a copy of the completed reports.)
- 5. How would you prefer we send your completed reports to you?
 Emailed Faxed Online Only Mailed

Accounting/Billing Information:

- 1. Name: Jesus Cruz
- 2. Phone Number: 954-921-7781
- 3. Fax Number: 954-921-8807
- 4. Email Address: jecruz@calvin-giordano.com
(please add any additional email addresses that will need to receive a copy of the completed reports.)
- 5. How would you prefer we send your completed reports to you?
 Emailed Mailed Faxed

Company website address: www.calvin-giordano.com
 Federal Tax Id Number: 650613869
 (If not attaching a copy of company business license)



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Release Form - Complete all of the following

I (we) are applying for membership with Employment Screening Services and as part of the qualification process ESS will need to obtain banking information. By signature below, I (we) hereby authorize this information to be released to a representative of ESS.

Company Name: CALVIN, GIORANO & ASSOC, INC
Authorized Signature: [Signature]
Printed Name (Full Name) DENNIS J. GIORANO, PRESIDENT

Co-Applicant Signature:
Printed Name (Full Name)

Bank Information

Bank Name: WACHOVIA BANK
Physical Address: 2500 WESTON RD, STE 100 WESTON, FL 33331
Telephone: 954-467-5137
Business Account Number: 2000 197492943

Trade References

Company Name: BROWN & BROWN
Contact Name: STEVE PATTON
Phone Number: 954-776-2222
Company Name: LEXOW, JOHNSON, KOFFLEN, ET AL
Contact Name: VICKY FOND
Phone Number: 954-983-7133
Company Name: DECEPTION CONTROL
Contact Name:
Phone Number: 954-771-6900



Calvin, Giordano & Associates, Inc.
EXCEPTIONAL SOLUTIONS

January 9, 2009

Amanda McFerrin
ESS
1401 Providence Park
Birmingham, AL 35242

Re: Account Set-up: Letter of Intent

This letter is to relay the purpose of opening up an account with ESS as well as introducing the nature of our business.

Calvin, Giordano & Associates, Inc. is a Florida based professional services company. Our disciplines are depicted on the left hand side of this letter head. We have obtained a contract providing on-site staff to the City of Dunwoody, GA. One of our corporate policies is to require drug-testing, to this end, we require your services to assist in our hiring process. The anticipated monthly volume is expected to be minimal after the initial personnel are selected.

Engineering
Construction Engineering
& Inspection
Municipal Engineering
Transportation Planning
& Traffic Engineering
Surveying & Mapping
Planning
Landscape Architecture
& Environmental Services
Construction Services
Indoor Air Quality
Data Technologies
& Development
Emergency Management
Services
Building Code Services
Governmental Services

Sincerely,


Dennis J. Giordano
President

1800 Eller Drive, Suite 600
Fort Lauderdale, FL 33316
Phone: 954.921.7781
Fax: 954.921.8807

www.calvin-giordano.com

FLORIDA DEPARTMENT OF STATE DIVISION OF CORPORATIONS



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Detail by Entity Name

Florida Profit Corporation

CALVIN, GIORDANO & ASSOCIATES, INC.

Filing Information

Document Number M17373
FEI/EIN Number 650013869
Date Filed 06/27/1985
State FL
Status ACTIVE
Last Event AMENDMENT
Event Date Filed 03/20/2001
Event Effective Date NONE

Principal Address

1800 ELLER DR
STE 600
FORT LAUDERDALE FL 33316

Changed 04/02/2001

Mailing Address

1800 ELLER DR
STE 600
FORT LAUDERDALE FL 33316

Changed 03/02/2000

Registered Agent Name & Address

GIORDANO, DENNIS J
1800 ELLER DR
STE 600
FORT LAUDERDALE FL 33316

Name Changed: 04/02/2001

Address Changed: 03/02/2000

Officer/Director Detail

Name & Address

Title PCD

GIORDANO, DENNIS J
1800 ELLER DR STE 600
FORT LAUDERDALE FL 33316

Title V

EICHNER, SHELLEY
1800 ELLER DR STE 600
FORT LAUDERDALE FL 33316

Title V

KENNEDY, KARL
1800 ELLER DR STE 600
FORT LAUDERDALE FL 33316

Title V

COOK-WEEDEN, TAMMY
1800 ELLER DR STE 600
FORT LAUDERDALE FL 33316

Title ST

HOPKINS, DAWN
1800 ELLER DR STE 600
FORT LAUDERDALE FL 33316

Title V

KELLER, GEORGE
1800 ELLER DR STE 600
FORT LAUDERDALE FL 33316

Annual Reports

Report Year Filed Date

2009	02/25/2009
2010	02/17/2010
2011	03/15/2011

Document Images

<u>03/15/2011 -- ANNUAL REPORT</u>	View image in PDF format
<u>02/17/2010 -- ANNUAL REPORT</u>	View image in PDF format
<u>02/25/2009 -- ANNUAL REPORT</u>	View image in PDF format
<u>02/21/2008 -- ANNUAL REPORT</u>	View image in PDF format
<u>04/23/2007 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/20/2006 -- ANNUAL REPORT</u>	View image in PDF format
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<u>07/02/2004 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/27/2003 -- ANNUAL REPORT</u>	View image in PDF format
<u>03/13/2002 -- ANNUAL REPORT</u>	View image in PDF format
<u>04/02/2001 -- ANNUAL REPORT</u>	View image in PDF format
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<u>03/02/2000 -- ANNUAL REPORT</u>	View image in PDF format
<u>02/24/1999 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/27/1998 -- ANNUAL REPORT</u>	View image in PDF format
<u>02/10/1997 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/29/1997 -- NAME CHANGE</u>	View image in PDF format
<u>02/06/1996 -- ANNUAL REPORT</u>	View image in PDF format

[01/25/1995 -- ANNUAL REPORT](#) [View image in PDF format](#)

Note: This is not official record. See documents if question or conflict.

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State of Florida, Department of State

IMPLEMENTATION REQUEST FORM

Attach Site Survey

Attach Pricing

Calvin Giordano Associates in Fort Lauderdale - YELLOWPAGES.COM - Windows Internet Explorer

http://www.yellowpages.com/name/Fort-Lauderdale-FL/Calvin-Giordano-Associates

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FIND A BUSINESS FIND A PERSON MAPS & DIRECTIONS MOBILE & MORE MY YELLOWPAGES.COM ADVERTISE WITH US

Standard | Distance | Phone Number

FIND: **LOCATION:**

Business Name or Category City, State, ZIP Code or Neighborhood

Home > Fort Lauderdale > Name Search - Calvin Giordano Associates

[Map Fort Lauderdale Results](#)

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Fort Lauderdale Listings Only

NARROW By Category

All

Construction Management (3)

Professional Engineers (1)

1 - 4 of 4 businesses SORT BY: Standard Distance A-Z

Calvin Giordano & Associates Be the first to review! Rate it! Review No reviews Improve this listing

1800 Eller Dr Ste 600
Fort Lauderdale, FL 33316 [Map](#)

(954) 921-7781

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 **Calvin, Giordano & Associates, Inc.**
EXCEPTIONAL SOLUTIONS

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WHO WE ARE

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WHAT WE DO

CAREERS WITH US

WHERE WE ARE

PROFILE

Today, CGA employs nearly 200 professionals who are experts in roadway and utility design, civil site engineering, permitting, environmental specialties, data technology, construction engineering inspection, landscape architecture, and microbial investigation. Much of the firm's reputation has been built on repeat business with clients from the public and private sectors exclusively in Florida. The success of this focused approach is affirmed by CGA's steady growth during an economy that was daunting to many larger firms in Florida.

The management team at CGA believes that adding professionals and technology to address the needs of clients is the surest way to continue a successful progression into the future.

FORT LAUDERDALE WEST PALM BEACH ORLANDO FORT PIERCE HOMESTEAD

© 2006 Calvin, Giordano & Associates, Inc. CGA Subconsultant Pre-Qualification Form | CGA Subconsultant Agreement

Onsite Checklist

Company Name: . Calvin, Giordano & Associates

Type of Business: Consulting

Address Inspected: 400 Northridge Road, Suite 1250, Atlanta, GA

Contact Name: Roma Rowland

Date of Inspection: 12/23/09

A. Is the applicant working out of his/her home? Yes___ No__x_
• If Yes End User can not have access to consumer reports.

B. How many full time employees were on the premises? _____10

C. Is there a permanent sign identifying the business? Yes_x__ No___
• Does it reflect the same name listed above? Yes___ No__x_
If no, what is the name appearing on the sign? City of Dunwoody

D. Does this company share space with another firm? City of Dunwoody Yes_x__ No___
• If yes, is there an affiliation between the companies? Calvin-Giordano is a consulting group for City of Dunwoody

E. Does the space appear to be an executive office suite or other temporary facility? Yes___ No__x_
• If yes, provide comments below.

F. Do the space, furnishings, office equipment and inventory match the size and type of business noted above? Yes_x__ No___

G. Are the company's marketing materials displayed? Yes___ No__x_
• Do they match the type of business noted above? Yes___ No___
If available, attach samples of brochures, business cards, etc.

H. Is there any evidence indicating that the company or any adjacent business is involved in or associated with credit repair? Yes___ No__x_
• Is there any evidence indicating that the company or any adjacent business is involved in or associated with brokering reselling, or releasing credit reports? Yes___ No__x_
• Is there any evidence indicating that the company or any adjacent business is involved in or associated with investigative, detective or private investigation services, legal services, law enforcement, or similar activity? Yes___ No__x_

If yes to any part of H, End User can not have access to consumer reports.

I. The business appears to meet our company's requirements for access to consumer reports regulated by the FCRA? Yes_x__ No___

I certify that I have visited this site and answered the foregoing questions accurately to the best of my ability and none of the above information is falsified.

Print Name: Amanda McFerrin

Signature: verified electronically Date: 1/12/09

Carolyn Furgason

From: Amanda McFerrin [amcferrin@es2.com]
Sent: Monday, January 12, 2009 10:09 AM
To: Carolyn Furgason; Mandi Hendrix
Subject: FW: Account Set Up
Attachments: ESS Account Set Up.PDF; Calvin Giordano Client Profile.xls; ESS Pricing Q1 2009.doc; Calvin Giordano Onsite Checklist.doc

Calvin-Giordano is co-locating with City of Dunwoody here in Atlanta for 10 new employees so I included an on-site checklist for the Atlanta office. Please let me know if this is a problem.

Thank you,
Amanda

Amanda McFerrin
Atlanta Area Manager
Employment Screening Services
Background Checks/Drug Screening
(770)426-7879 Phone
(866)859-0143 Customer Service
amcferrin@es2.com
www.es2.com
Hire us... before you hire them!



From: Rachael Ramsamooj [mailto:RRamsamooj@calvin-giordano.com]
Sent: Monday, January 12, 2009 10:04 AM
To: amcferrin@es2.com
Cc: Roma Rowland
Subject: RE: Account Set Up

Please see attached.

From: Roma Rowland
Sent: Friday, January 09, 2009 2:07 PM
To: Rachael Ramsamooj
Subject: FW: Account Set Up

Hey – once we get the documents please scan and send to her....

ROMA ROWLAND, PHR
Director of Human Resources

From: Amanda McFerrin [mailto:amcferrin@es2.com]
Sent: Thursday, January 08, 2009 5:07 PM
To: Roma Rowland
Subject: Account Set Up

Hello Roma:
We will need the same paperwork for your company please. It is attached and the areas that need attention (initials or signatures) are highlighted. Please call me with any question you may have.
Thanks very much,

Amanda

Amanda McFerrin
Atlanta Area Manager
Employment Screening Services
Background Checks/Drug Screening
(770)426-7879 Phone
(866)859-0143 Customer Service
amcferrin@es2.com
www.es2.com
Hire us... before you hire them!



From: Roma Rowland [mailto:RRowland@calvin-giordano.com]
Sent: Thursday, January 08, 2009 4:12 PM
To: apfeiffer@es2.com
Cc: amcferrin@es2.com
Subject: Drug Screen Information

Hi Ashley,

Sorry I missed your call. The applicant is Michael B Lockett (593-12-6691) and his home address is Atlanta, GA 30316. Please let me know what other information you might need from me and how this process will now work.

Also, this candidate is an employee of Calvin, Giordano & Associate, NOT the City of Dunwoody. Amanda, please let me know what information you will need from me to bill my firm for this test.

Thanks

ROMA ROWLAND, PHR
Director of Human Resources



Broward

phone: 954.921.7781
fax: 954.921.8807

West Palm Beach

phone: 561.684.6161
fax: 561.684.6360

Orlando

phone: 407.324.0523
fax: 407.328.0549

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Employment Screening Services

**ADDENDUM TO SERVICE AGREEMENT - APPENDIX A
of
CONSUMER REPORT USER'S AGREEMENT**

Appendix A of the Consumer Report User's Agreement between Employment Screening Services (ESS) and Calvin, Giordano and Associates, Inc dated January 9, 2009 is hereby amended to include the addition of the following:

Clause D of Appendix A is hereby amended by changing it to read as follows: Client understands that ESS will provide all felony and misdemeanor pending cases and conviction records for a period of seven (7) years unless notified in writing that a different number of years are requested if allowed by the state in question. It is understood that if additional years are requested these additional years will be provided even if additional charges apply. Following is the list of branches, and the client will place orders based on the needs of their clients.

Calvin, Giordano & Associates – Employees assigned to service the Client designated "Citizens" will be provided all felony and misdemeanor pending cases and conviction records for a period of fifteen (15) years as allowed by each state searched.

Parties agree that any prior addendums to Service Agreement – Appendix A of the contract dated 01/09/2009 are null and void.

Your signature below certifies that all other terms and provision of the said Appendix and Agreement shall remain in full force.

Company Name Calvin, Giordano & Associates

Authorized Signature 

Print Name Roma Rowland

ESS Authorized Signature 

Date 9/26/2011

Title HR Director

Date 9/27/11



Section F

REQUIRED FORMS

CERTIFICATION OF DRUG FREE WORKPLACE PROGRAM

I, Shelley Eichner (Proposer) certify and confirm that our firm maintains a drug-free workplace program, and that the following conditions are met:

1. We publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace; and specifying that actions will be taken against employees for violations of such prohibitions.
2. We inform employees about the dangers of drug abuse in the workplace, the company's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. We give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection one (1).
4. In the statement specified subsection one (1), we notify the employee that, as a condition of working in the commodities or contractual services that are under bid, the employee will abide by the terms of the statement; and will notify the employer of any conviction of, or plea of guilty or 'nolo contendere' to any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace, no later than five (5) days after such conviction.
5. We impose a sanction on, or require the satisfactory participation in a drug-abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is convicted.
6. We make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Shelley Eichner
Authorized Signature (Proposer) (Date)

Shelley Eichner, Senior Vice President
Name & title (typed)

SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),
FLORIDA STATUTES, ON ENTITY CRIMES

1. This sworn statement is submitted to the Town of Lake Park, Florida

by Shelley Eichner, Senior Vice President
(print individual's name and title)
for Calvin, Giordano & Associates, Inc.
(print name of entity submitting sworn statement)

whose business address is 560 Village Boulevard, Suite 340
West Palm Beach, Florida 33409

and (if applicable) its Federal Employer Identification Number (FEIN) is: 65-0013869
(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: _____)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), **Florida Statutes**, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any proposal or contract for goods or services to be provided to any public entity or an agency or political subdivision or any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), **Florida Statutes**, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), **Florida Statutes**, means:

- a. A predecessor or successor of a person convicted of a public entity crime; or
- b. An entity under the control any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into binding contract and which proposals or applies to proposal on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement (**indicate which statement applies**):

X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

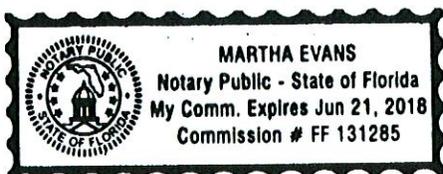
_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list (**attach a copy of the final order**).

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Shelley Eichner
(Signature)

The foregoing document was sworn and subscribed before me this 17th day of Sept, 2014 by Shelley Eichner, who is personally known to me or produced _____ as identification.

Martha Evans
Notary Public
My Commission Expires: June 21, 2018



PROPOSAL FORM

Proposal of Calvin, Giordano & Associates, Inc. to furnish all materials, equipment and labor and to perform all work in accordance with the requirements of the proposal documents and Scope of Work/Specifications for: **Community Development Building Official Services, Inspections and Related Services for the Town of Lake Park**

TO: Vivian Mendez, Town Clerk
Town of Lake Park
535 Park Avenue
Lake Park, FL 33403

PROPOSAL OPENING DATE: THURSDAY, SEPTEMBER 18, 2014 AT 3:00 P.M. AT LAKE PARK TOWN HALL, 535 PARK AVENUE, LAKE PARK, FL 33403.

The proposer is responsible for providing an on-site Building Official for a minimum of five (1) days per week (minimum of one hour per day between the hours of 8:30 a.m. and 5 p.m.); building inspector(s) and plans examiner as needed to perform Building Department activities for the Town, within a twenty-four (24) month period. The proposer must provide verification of experience working with government agencies, and the ability to work within the identified Scope of Work/Specifications.

Proposer's Legal Name: Calvin, Giordano & Associates, Inc. (Corporation)
(Please specify if a corporation, partnership, other entity or individual)

Fed. ID# or SSN: 65-0013869

Street Address: 560 Village Boulevard, Suite 340, West Palm Beach, Florida 33409
(please do not provide a Post Office Box number)

Telephone No.: (561) 684-6161/(954) 921-7781 Fax Number: (561) 684-6360

Contact representative: George Keller

E-mail: gkeller@cgasolutions.com

The undersigned authorized representative of the proposer agrees to all terms and conditions stated in the RFP, and proposes and agrees that if this proposal is accepted by the Town, the Proposer will enter into the standard Town contract to provide the services as stated in this proposal and in accordance with the terms and conditions of this RFP.

Shelley Eichner
Authorized Representative's Signature

Sept 17, 2014
Date

Shelley Eichner
Name:

Senior Vice President
Position:

STATE PRICE IN WORDS AND FIGURES:

Price proposal shall be all inclusive to include costs for all functions and duties generally assigned to the contracted employees listed in the RFP, any and all benefits, taxes and insurance, and any and all equipment necessary to perform the work (not provided by the Town). The all inclusive contract cost must be based on the following:

TOTAL PROPOSAL: TO PROVIDE COMMUNITY DEVELOPMENT BUILDING OFFICIAL, INSPECTIONS AND RELATED SERVICES FOR THE TOWN OF LAKE PARK

Building Official, Inspections and Related Services (Each proposal must contain a revenue share percentage for permit applications, inspections and revisions/sub-permits; and hourly rates for additional services. Contract compensation will be based on cost-sharing and additional service fees)

A. Revenue Sharing Percentage of Permit Fees, Inspection Fees and Revision/Sub-Permit Fees (Primary source of compensation – refer to Exhibit “A” for existing schedule of fees and Exhibit “B” for proposed schedule of fees):

Ninety percent (90%) _____ percent

B. Additional Hourly Loaded Billing Rates for non-permit related research and projects (as may be required):

Building Official:

One hundred fifteen dollars (\$115.00) _____ per hour

Plans Examiner:

Ninety dollars (\$90.00) _____ per hour

Building Inspector:

Eighty dollars (\$80.00) _____ per hour

Related Services (as may be required)

Natural disaster services, including post-disaster building/property damage assessments:
Seventy dollars (\$70.00) _____ per hour

Code Enforcement testimony at Special Magistrate hearing:

Seventy dollars (\$70.00) _____ per hour

Drainage Systems enforcement of all MS4 NPDES requirements (qualified individual shall be familiar with the requirements of the Palm Beach County Municipal Separate Stormwater System (MS4) National Pollutant Discharge Elimination System (NPDES) Permit): (125.00) per hour
One hundred twenty-five dollars