



# City of Pembroke Pines, FL

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## Agenda Request Form

**Agenda Number: 14.**

**File ID:** 18-0108

**Type:** Agreements/Contracts

**Status:** Passed

**Version:** 1

**Agenda  
Section:**

**In Control:** City Commission

**File Created:** 02/14/2018

**Short Title:** Contract Database Report

**Final Action:** 02/21/2018

**Title:** MOTION TO APPROVE THE DEPARTMENTS RECOMMENDATIONS FOR THE FOLLOWING ITEMS LISTED ON THE CONTRACT DATABASE REPORT:

(A) CALVIN, GIORDANO & ASSOCIATES, INC. (CGA) - BUILDING DEPARTMENT SERVICES

(B) CALVIN, GIORDANO & ASSOCIATES, INC. (CGA) - OPERATIONAL MAINTENANCE AND MANAGEMENT OF THE CITY MUNICIPAL FACILITIES

(C) DBI SERVICES, INC. - OPERATION, MAINTENANCE, MANAGEMENT OF THE CITY'S RIGHT OF WAYS

**\*Agenda Date:** 02/21/2018

**Agenda Number:** 14.

**Internal Notes:**

**Attachments:** 1. Contract Database Report (FINAL), 2. Calvin Giordano & Associates, Inc. -- Building Department Services, 3. Calvin Giordano & Associates, Inc. - Operation, Maintenance and Management of City Municipal Facilities, 4. Original Agreement - DBI Services, Inc., 5. 1st Amendment - DBI Services, Inc.

**Code Sections:**

1 City Commission 02/21/2018 approve Pass

**Action Text:** A motion was made to approve on the Consent Agenda

Aye: - 5 Ortis, Castillo, Schwartz, Siple, and Commissioner Monroig

Nay: - 0

MOTION TO APPROVE THE DEPARTMENTS RECOMMENDATIONS FOR THE FOLLOWING ITEMS LISTED ON THE CONTRACT DATABASE REPORT:

(A) CALVIN, GIORDANO & ASSOCIATES, INC. (CGA) - BUILDING DEPARTMENT SERVICES

(B) CALVIN, GIORDANO & ASSOCIATES, INC. (CGA) - OPERATIONAL MAINTENANCE AND MANAGEMENT OF THE CITY MUNICIPAL FACILITIES

(C) DBI SERVICES, INC. - OPERATION, MAINTENANCE, MANAGEMENT OF THE CITY'S RIGHT OF WAYS

**SUMMARY EXPLANATION AND BACKGROUND:**

1. Pursuant to Section 35.29(F) "City Commission notification" of the City's Code of Ordinances, "The City Manager, or his or her designee, shall notify the Commission, in writing, at least three months in advance of the expiration, renewal, automatic renewal or extension date, and shall provide a copy of the contract or agreement and a vendor performance report card for the contract or agreement to the City Commission."
2. On May 17, 2017, Commission approved the motion to place all contracts from the Contract Database Reports on consent agendas as they come up for contractual term renewal so that City Commission affirms directions to administration whether to renew or to go out to bid.
3. The Legislative Consultant items shown below are on the February 2018 Contract Database Report, and based on the 90 day requirement, these Agreements need to be presented to Commission by February 28, 2018.

**(A) Calvin, Giordano & Associates, Inc. (CGA) - Building Department Services**

1. On June 17, 2009, the City Commission approved to enter into a professional services agreement with Calvin, Giordano & Associates, Inc. for an initial five (5) year period commencing on July 1, 2009 and ending on June 30, 2014.
2. The City of Pembroke Pines Public Services Department utilizes Calvin, Giordano & Associates, Inc. (CGA) to provide Professional Building Department Services.
3. Pursuant to Section 3.2 of the Original Agreement, the term may be extended for additional one (1) year renewal periods subject to agreement by both parties.
4. To date, the agreement has had five Amendments, including four (4) one (1) year renewals which extended the term of the agreement to June 30, 2018.
5. The Public Services Department recommends that the City renew this Agreement for an additional one (1) year term, commencing on July 1, 2018 and expiring June 30, 2019, as

followed by the agreement.

**(B) Calvin, Giordano & Associates, Inc. (CGA) - Operational Maintenance and Management of City Municipal Facilities and Grounds**

1. On October 16, 2013, the City Commission approved to enter into an Operation, Maintenance and Management of Municipal Facilities agreement with Calvin, Giordano & Associates, Inc. for an initial five (5) year period commencing on November 1, 2013 and ending on October 31, 2018.

2. The City of Pembroke Pines Public Services Department utilizes Calvin, Giordano & Associates (CGA) to provide operation, management, maintenance and repair of all City facilities.

3. Pursuant to Section 5.2 of the Original Agreement, the term may be extended for one (1) additional five (5) year renewal term, subject to mutual consent and the execution of a written amendment to this agreement.

4. To date, the agreement has had three (3) Amendments, none of which were renewals.

5. The Public Services Department recommends that the City renew this Agreement for its final five (5) year term, commencing on November 1, 2018 and expiring October 31, 2023, as followed by the agreement.

**(C) DBI Services, Inc. - Operation, Maintenance, Management of the City's Right of Ways**

1. On September 18, 2013, the City Commission approved to enter into an agreement with DBI Services, Inc. for an initial five (5) year period commencing on November 1, 2013, and ending on October 30, 2018.

2. The City of Pembroke Pines Public Services Department utilizes DBI Services, Inc. to provide management and performance of routine maintenance and incidental repair of the transportation facility currently maintained by the City within, or associated with the City right-of-ways.

3. Pursuant to Section 5.2 of the Original Agreement, the term may be extended for one (1) additional five (5) year term, subject to mutual consent and the execution of a written amendment to this Agreement.

4. To date, the agreement has had one (1) amendment, which revised Article 6 of the Original Agreement to increase the Annual Fee for the increased scope of work and also added an Owner's Contingency amount to for as needed work not covered as part of the original scope of work.

5. The Public Services Department recommends that the City renew this Agreement for the final five (5) year term, commencing on November 1, 2018 and expiring October 31, 2023, as followed by the agreement.

**FINANCIAL IMPACT DETAIL:**

Please see the attached Contract Database Report for the amount of revenues and/or expenditures for each specific agreement.