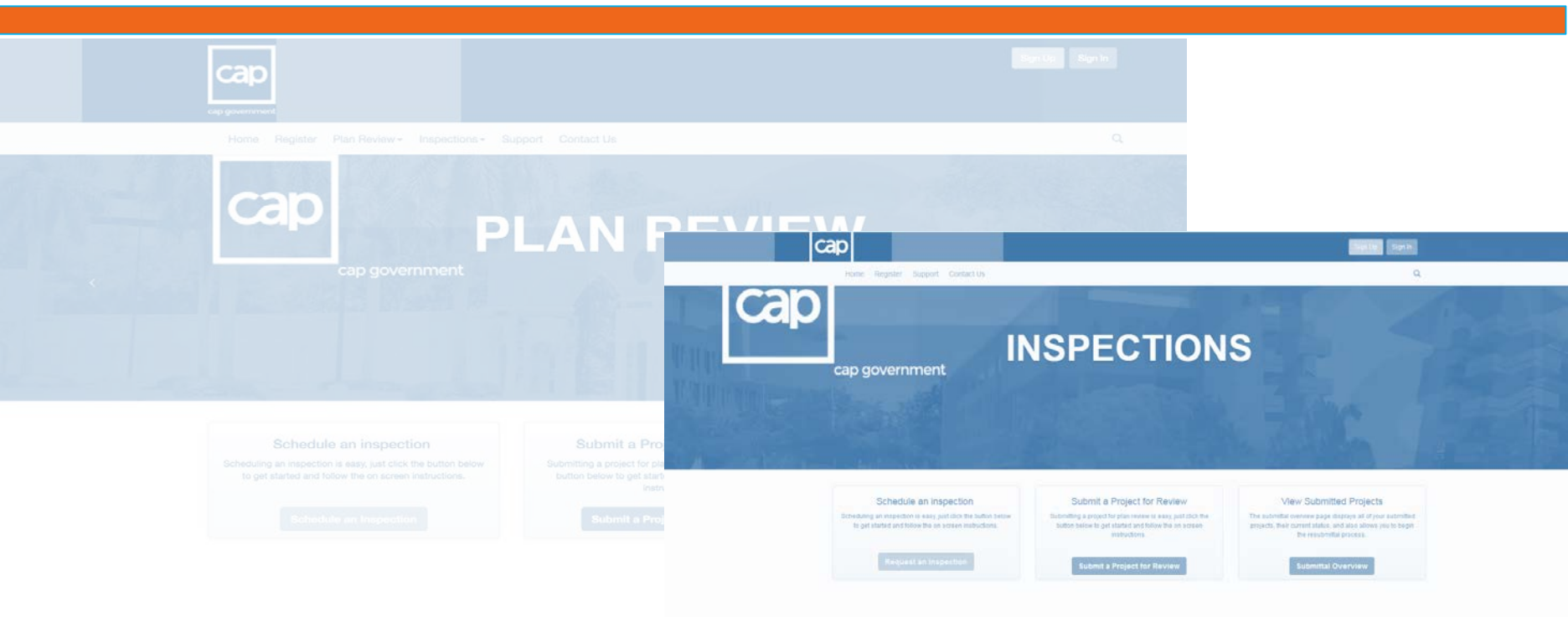


November 23, 2020



INVITATION TO BID
ITB #202103
FOR
PLANNING, ZONING AND BUILDING INSPECTION SERVICES



Submitted By:



cap government

C.A.P. Government, Inc.
1910 N. Florida Mango Rd.
West Palm Beach, FL 33409
305.448.1711

BID COVER PAGE

SUBMIT BIDS TO: Wellington Attn: Clerk's Office 12300 Forest Hill Blvd Wellington, FL 33414		REFER ALL INQUIRIES TO PRIMARY CONTACT: Purchasing Division 12300 Forest Hill Blvd Wellington, FL 33414 Phone:(561)_____		Wellington <h1>INVITATION TO BID</h1> COMMODITY/SERVICE	
BID TITLE: Planning, Zoning and Building Inspection Services				BID NO: 202103	

NAME OF FIRM, ENTITY, or ORGANIZATION: C.A.P. Government, Inc.						
NAME OF CONTACT PERSON Carlos A. Penin, PE		VENDOR MAILING ADDRESS: 343 Almeria Avenue		CITY: Coral Gables	ZIP: 33134	STATE: FL
TITLE President		VENDOR HEADQUARTERS ADDRESS (IF DIFFERENT): 1910 N. Florida Mango Rd.		CITY: West Palm Beach	ZIP: 33409	STATE: FL
PHONE NUMBER: (305) 448-1711			FEDERAL EMPLOYER IDENTIFICATION NUMBER (EIN): 65-0121594			
EMAIL ADDRESS: cap@capfla.com			STATE OF FLORIDA BUSINESS LICENSE NUMBER (IF APPLICABLE) K80212			
FAX NUMBER: (305) 448-1712						
ORGANIZATIONAL STRUCTURE (Please Check One): Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Proprietorship <input type="checkbox"/> Joint Venture <input type="checkbox"/> Other <input type="checkbox"/> <i>If Corporation, please provide the following:</i>						
(A) Date of Incorporation: <u>04</u> / <u>10</u> / <u>1989</u> <small>Month / Day / Year</small>			(B) State or Country of Incorporation:			



VILLAGE OF WELLINGTON
ITB #202103
PLANNING, ZONING AND BUILDING INSPECTION SERVICES

C.A.P. Government, Inc. (CAP) was founded on **April 10, 1989** by Mr. Carlos A. Penin, PE. In 1992 CAP entered into an agreement with the newly incorporated Village of Key Biscayne to offer outsourcing of professional Building Department services. We have been doing so continuously since then.

Our legacy of hard work and dedication has established us as a leader in our industry. Today CAP is recognized as the leading firm in providing Building Department services. We provide these services to six (6) educational clients and to over fifty (50) municipalities across Florida.

In 2017, 2018, 2019 and again in 2020 our company has been ranked as a top 100 firm and recipient of this prestigious award at the Hot Firm & A/E Industry Awards Conference.



Alumni from the University of Florida have created and guided some of the most innovated and profitable business in the nation and the world.

In 2017 and in 2018 CAP was recognized as one of the fastest-growing, Gator-owned businesses in the world.



Our customer centered approach to these services has helped us build a team of 200 + professionals, including Engineers, Architects, Building Officials, Plans Examiners, Inspectors, Permit Technicians, and Administrative staff.

C.A.P. Government, Inc. is a State of Florida Corporation that operates out of three (3) offices in Florida. Our clients stretch throughout Miami-Dade, Broward, Palm Beach and Gulf Coast Counties.

C.A.P. GOVERNMENT, INC.

Miami-Dade 343 Almería Avenue
Coral Gables, FL 33134

Broward 100 S.E. 12 Street
Fort Lauderdale, FL 33316

Palm Beach 1910 N. Florida Mango Rd.
W. Palm Beach, FL 33409

For **thirty-one (31) years** CAP has maintained an exemplary track record of professional management. CAP's expertise involves developing tailored solutions to plans review, inspections, and code compliance services **exclusively to government entities.**

QUALIFICATIONS OF PERSONNEL

CAP has a team of qualified personnel to perform professional building code services per Chapter 553 and 468, Part XII of the Florida Statutes, the Florida Building Code (FBC) and all relevant laws and codes.

CAP's personnel are qualified and have a minimum of five (5) years experience in providing plan review, inspections, and administrative services that are **prompt, courteous, efficient, safe and effective.**

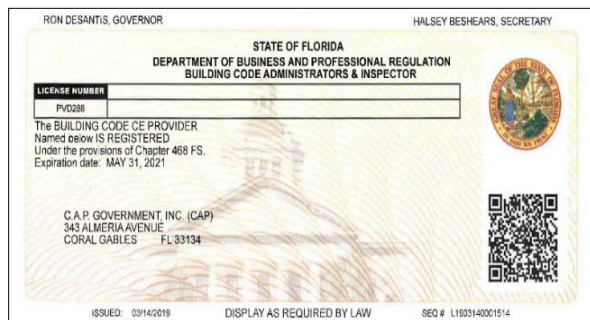
Additionally, plans examiners and inspectors are certified by the State of Florida Building Code Administrators and Inspectors Board, the State of Florida Board of Professional Engineers and the Board of Architecture and Interior Design.

CAP offers clients technical expertise in the trades identified below:

Building	Code Enforcement
Structural	Flood Plain
Mechanical	Zoning / Landscaping
Electrical	Fire
Plumbing	Roofing

CAP's assigned staff to the Village will act in a proper and professional manner, to uphold the Village and Department regulations, policies and abide by the ethical standards of conduct. We will ensure that services comply with established FBC; and all other federal, state and local laws, rules, regulations, directives, codes and ordinances.

Our employees are required to participate in an annual ethics training course, adhere to company's code of conduct and take education credits to maintain the required certifications for their positions. In April 2016, CAP became an Educational Provider accredited by the Florida Department of Business and Professional Regulation and is further recognized by the Florida Building Code Administrator and Inspection Board.



CAP encourages our employees to obtain additional certifications through training programs that are covered 100% by CAP.

C.A.P. Government, Inc. (CAP) has been providing Planning, Zoning and Building Inspection Services to the Village of Wellington continuously since 2015.

Responsibilities: CAP staff will report to the Village's Chief Building Inspector and perform all duties listed under **Section E, F and G, Responsibilities / Ancillary / Optional Sections** in this this Advertisement / Invitation to Bid.

Benefits: Having a strong employer brand has been instrumental in attracting and retaining qualified talent. We strive on being a company that employees and candidates want to work for. This includes providing an excellent compensation and benefits package. We understand that CAP's personal will not be entitled to any benefits provided by the Village.

Selection and Assignment of Personnel:

CAP shares the same Vision Statement as the Village in promoting a comprehensive plan providing accurate, fair, efficient, expeditious and professional Building Code enforcement to the citizens of Wellington.

CAP will ensure that all personnel assigned to the Village are dedicated, qualified and available to perform services. Our staff will be approved by the Village before they are assigned to work there.

As a safeguard, all CAP employees undergo a criminal background check and comply with CAP's Drug-Free Workplace Policy and undergo Sexual Harassment and Discrimination Training.

Equipment: All Field Inspectors are ready to perform inspections and are required to wear a CAP uniform shirt while performing services. Our personal are equipped with cellular phones / tablets and OSHA required safety equipment, i.e., steel toes shoes, hard hats and other safety related equipment.



Fleet Vehicles: CAP's inspectors are provided with company vehicles to perform field inspections. All company vehicles are licensed for use on public streets and licensed in the State of Florida. In addition, all of CAP's company vehicles have a GPS device and a CAP company logo.

All CAP vehicles will place the Village's magnetic sign displayed on the doors while providing services within the Village.



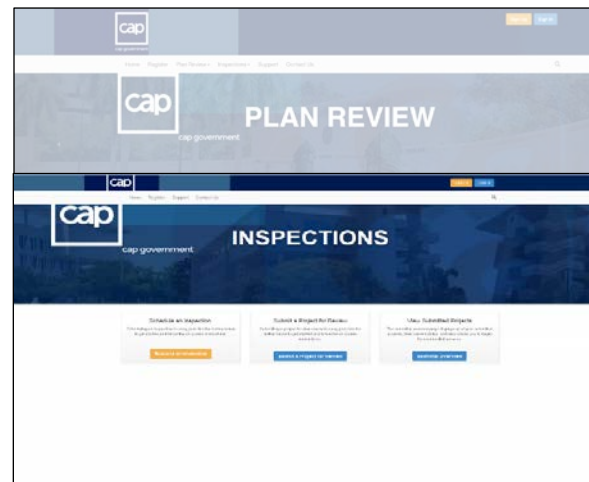
CAP 's initiatives in maintaining high quality services shows in our attention to every phase of the plans review and inspection process. We have implemented Electronic Plans Review (EPR) software to provide a tool that our managers, staff and clients can use with confidence that quality

requirements will be fulfilled. In addition, we provide management with the data necessary to deliver deadlines that meet or exceed our clients' needs. CAP is at the forefront of providing Electronic Plan Review (EPR) services thus minimizing the handling of plans during the review processes. We commit to support the Village of Wellington during these unprecedented times.



CAP STRIVES TO ENSURE THE SAFETY
AND WELLNESS OF OUR COMMUNITY
SPECIALLY DURING THIS PANDEMIC.

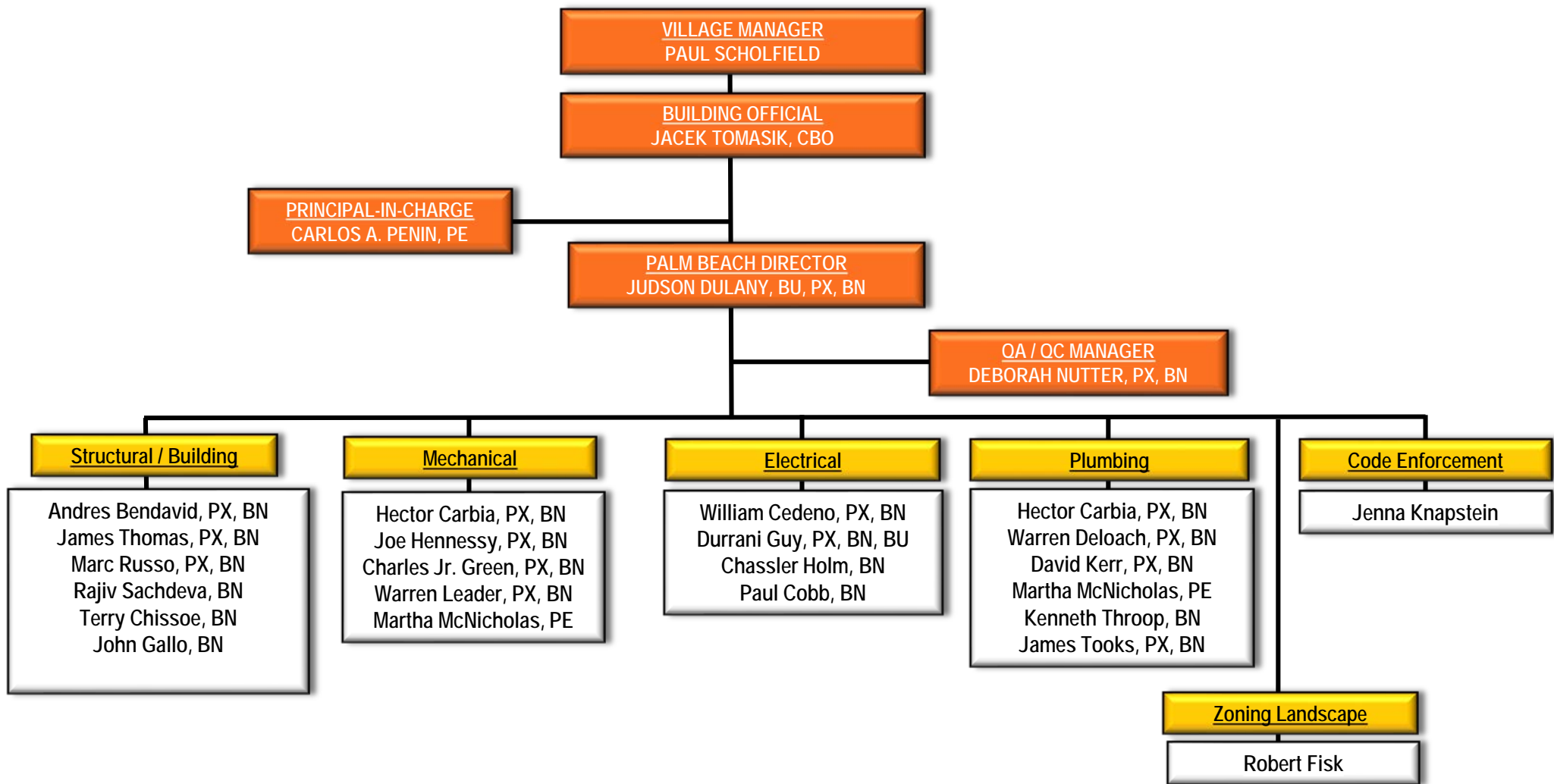
CAP Management has implemented all CDC guidelines including: Washing hands, social distancing (6'), wearing face masks, cleaning and disinfection and monitoring health daily. CAP remains committed to health, safety and welfare of our clients, employees and community stakeholders.



On the following pages please find:

- Organizational chart
- List of key personnel, role, years of experience and license information.
- List of current and ongoing service contracts with government agencies.

PX – Plans Examiner
BN – Inspector
BU – Building Official
PE – Professional Engineer
RA – Registered Architect



KEY PERSONNEL			
Name	Role	Years of Experience	License Information
Management			
Carlos A. Penin	Principal-in-Charge	35	PE33216
Judson Dulany	Palm Beach County Director	30	BU1990, PX36226, BN6644
Deborah Nutter	QA /QC Manager	30	BU1478, PX2657, BN5093
Structural / Building			
Andres Bendavid	Plans Examiner and Inspector	30	PX4121, BN7219
Marc Russo		30	PX4520, BN7946
James Thomas		25	PX4222, BN7534
Terry Chissoe	Inspector	20	BN4708
Rajiv Sachdeva		30	BN7896
John Gallo		8	BN7653
Mechanical			
Hector Carbia	Plans Examiner and Inspector	22	PX3608, BN6473
Charles Green		10	PX4469, BN8000
Warren Leader		15	PX3623, BN6622
Martha McNicholas			PE60181
Joseph Hennessy	Inspector	35	BN7885
Electrical			
William Cedeno	Plans Examiner and Inspector	16	PX4335, BN7817
Durrani Guy (PT)		15	BU2050, PX4087, BN7405
Chassler Holm	Inspector	30	BN6901
Paul Cobb		40	BN6923
Plumbing			
David Kerr	Plans Examiner and Inspector	26	PX4309, BN7093
Warren Deloach		21	PX690, BN1571
Hector Carbia		22	PX3608, BN6473
James Took		17	PX4443, BN7339
Kenneth Throop	Inspector	42	BN7637
Landscape			
Robert Fisk		25	N/A
Code Enforcement			
Jenna Knapstein		8	N/A

List of C.A.P. Government, Inc. ongoing contracts with their current status.

FULL BUILDING DEPARTMENT				
Entity	Address	Service	On-Going	Contact
City of Aventura	19200 W. Country Club Dr., Aventura, FL 33180	Full Building Department	1995	Ronald J. Wasson City Manager 305.466.8910
Town of Cutler Bay	10720 Caribbean Blvd. Cutler Bay, FL 33189		2005	Rafael G. Casals Town Manager 305.234.4262
City of Weston	17200 Royal Palm Blvd. Weston, FL 33326		2005	Donald P. Decker City Manager 954.385.2000
Village of El Portal	500 NE 87 Street El Portal, FL 33138		2004	Christia Alou Village Manager 3005.795.7880
Town of Southwest Ranches	13400 Griffin Road Southwest Ranches, FL 33330		2006	Andy Berns Town Administrator 954.434.0008
City of South Bay	335 SW 2 Avenue South Bay, FL 33493		2010	Leondrae Camel City Manager 561.996.6751
City of Wilton Manors	2020 Wilton Drive Wilton Manors, FL 33305		2011	Leigh Ann Henderson City Manager 954.390.2120
Town of Lauderdale-by- the- Sea	4501 N Ocean Drive Lauderdale-by-the Sea, FL 33180		2011	William Vance Town Manager 954.640.4203
North Bay Village	1666 Kennedy Causeway North Bay Village, FL 33141		2013	Ralph Rosado Village Manager 305.756.7171
City of Pahokee	207 Begonia Drive Pahokee, FL 33476		2015	Chandler F. Williamson City Manager 561.924.5534
Town of Briny Breezes	4802 North Ocean Blvd. Briny Breezes, FL 33435		2016	William Thrasher Town Manager 561.272.5495
City of Belle Glade	110 Martin Luther King Jr., Blvd W. Belle Glade, FL 33430		2017	Lomax Harrelle City Manager 561.996.0100
City of West Park	1965 South State Road 7 West Park, FL 33023		2017	W. Ajibola Balogun City Manager 954.989.2688

SUPPLEMENTAL				
Entity	Address	Service	On-Going	Contact
City of Lauderhill	5581 W. Oakland Park Lauderhill, FL 33313	Supplemental Plans Review & Inspections	2005	Charles Faranda City Manager 954.730.3000
City of Fort Lauderdale	100 North Andrews Avenue, Fort Lauderdale, FL 33301		2006	Chris Lagerbloom City Manager 954.828.5013
City of North Miami Beach	17011 NE 19 Avenue N. Miami Beach, FL 33162		2007	Esmond K. Scott City Manager 305.948.2900
City of Parkland	6600 University Drive Parkland, FL 33067		2008	Nancy Morando City Manager 954.757.4123
City of Miami Beach	1700 Convention Center Drive Miami Beach, FL 33139		2009	Jimmy L. Morales City Manager 305.673.7010
Town of Davie	6591 Orange Drive Davie, FL 33314		2012	Richard J. Lemack Town Administrator 954.797.1034
Village of Biscayne Park	600 NE 114 Street Biscayne, FL 33161		2012	Krishan Manners Village Manager 305.899.8000
City of Oakland Park	3650 NE 12 Avenue Oakland Park, FL 33334		2012	David Hebert City Manager 954.630.4200
City of Doral	8401 NW 53 Terrace Doral, FL 33166		2013	Albert P. Childress City Manager 305.593.6697
Village of Bal Harbour	655-96 th Street Bal Harbour, FL 33154		2013	Jorge M. Gonzalez Village Manager 305.866.4633
City of Hollywood	2600 Hollywood Boulevard Hollywood, FL 33020		2013	Wazir Ishmael City Manager 954.921.3201
Village of Pinecrest	13645 Pinecrest Parkway Pinecrest, FL 33156100		2014	Yocelyn Galiano Village Manager 305.234.2121
City of Coconut Creek	4800 West Copans Road Coconut Creek, FL 33063		2014	Karen Brooks City Manager 954.973.6720
City of Boynton Beach	100 E. Ocean Avenue Boynton Beach, FL 33435		2015	Lori LaVerriere City Manager 561.742.6010

City of Coral Gables	405 Biltmore Way, First Floor Coral Gables, FL 33134	Plans Review & Inspections	2015	Peter Iglesias, PE City Manager 305.460.5202
City of Coral Springs	9500 West Sample Rd. Coral Springs, FL 33065		2015	Frank Babiniec City Manager 954.344.1142
City of Delray Beach	100 NW 1 Avenue Delray Beach, FL 33444		2015	Brenda Vega City Manager 561.243.7015
City of Greenacres	5800 Melaleuca Lane Greenacres, FL 33463		2015	Andrea McCue City Manager 561.642.2017
City of Naples	735 8 th Street South Naples, FL 34102		2015	Charles Chapman City Manager 239.213.1030
Town of Palm Beach	360 South County Road Palm Beach, FL 33480		2015	Kirk Blouin Town Manager 561.838.5410
Village of Wellington	12300 Forest Hill Boulevard Wellington, FL 33141		2015	Paul Schofield Village Manager 561.791.4110
City of Dania Beach	100 W. Dania Beach Blvd. Dania Beach, FL 33004		2016	Ana Garcia City Manager 954.924.6800
City of Miami	3500 Pan American Dr. Miami, FL 33133		2016	Arthur Noriega City Manager 305.416.1025
City of Riviera Beach	600 West Blue Heron Blvd. Riviera Beach, FL 33404		2016	Jonathan Evans City Manager 561.845.4000
City of West Palm Beach	401 Clematis Street West Palm Beach, FL 33401		2016	Keith James Mayor and City Manager 561.822.1210
Palm Beach County	50 South Military Trail West Palm Beach, FL 33145		2016	Verdenia C. Baker County Administrator 561.355.6726
Village of Islamorada	86800 Overseas Highway Islamorada, FL 33036		2016	Seth Lawless Village Manager 305.664.6460
City of Marco Island	50 Bald Eagle Drive Marco Island, FL 34145		2017	David Harden Building Official 239.389.5000

Town of Fort Myers Beach	2525 Estero Boulevard Fort Myers Beach, FL 33931	Plans Review & Inspections	2018	Roger Hernstadt Town Manager 239.765.0202
Village of Palm Springs	226 Cypress Lane Palm Springs, FL 33461		2018	Richard J. Reade Village Manager 561.965.4011
Sarasota County	1001 Sarasota Center Sarasota, FL 34240		2018	Jonathan R. Lewis Building Official 941.861.5000
City of Homestead	100 Civic Court Homestead, FL 33030		2018	Joseph M. Corradino Development Services 305.224.4529
Town of Highland Beach	3614 South Ocean Blvd. Highland Beach, FL 33487		2018	Jeff Remas Building Official 561.278.4540
City of Lake Worth	7 North Dixie Highway Lake Worth, FL 33460		2018	Michael Bornstein City Manager 561.586.1689
City of Lake Wales	201 W Central Avenue Lake Wales, FL 33853		2018	James Slaton Interim City Manager 863.678.4182
Village of Key Biscayne	88 West McIntyre Street Key Biscayne, FL 33149		2019	Andrea Agha Village Manager 305.365.5514
Village of Royal Palm Beach	1050 Royal Palm Beach Blvd. Royal Palm Beach, FL 33411		2019	Raymond C. Liggins Village Manager 561.790.5103
Town of Jupiter	210 Military Trail Jupiter, FL 33458		2019	Matt Benoit Town Manager 561.741.2214
City of Fort Pierce	100 N U.S. Highway 1 Fort Pierce, FL 34950		2019	Nick Mimms City Manager 772.465.4170
City of North Port	4970 City Hall Boulevard North Port, FL 34286		2019	Peter Lear City Manager 941.429.7076
City of Clewiston	115 W Ventura Avenue Clewiston, FL 33440		2019	Randy Martin City Manager 863.983.1484
City of Cocoa	65 Stone Street Cocoa, FL 32922		2019	Charlene Neuterman Deputy Director 321.433.8509
City of Sanibel	800 Dunlop Road Sanibel, FL 33957		2019	Judith A. Zimomra City Manager 239.472.3700Ray

Town of Loxahatchee Groves	155 F Road Loxahatchee Groves, FL 33470		2019	Jamie Titcomb Town Manager 561.793.2418
Village of Tequesta	345 Tequesta Drive Tequesta, FL 33469		2019	Jeremy Allen Village Manager 561.768.0460
Town of Pembroke Park	3150 SW 52nd Ave. Pembroke Park, FL 33023		2020	Juan C. Jimenez Town Manager 954.966.4600 x 203
City of Plantation	401 NW 70 Terrace Plantation, FL 33317		2020	Danny Ezzeddine Director / Building Official 954.797.2250
Town of Lake Park	535 Park Avenue Lake Park, FL 33403		Pending	Vivian Mendez Town Clerk 561.881.3311
EDUCATIONAL CLIENTS				
Entity	Address	Service	On-Going	Contact
Miami Dade College	11011 SW 104 Street Miami, FL 33176	Plans Review & Inspections	2007	Robert Fasco Vice Provost 305.237.2402
Florida International University	11555 SW 17 Street Miami, FL 33199		2007	John Cal Vice President 305.348.4085
Miami-Dade School Board	12525 NW 28 Avenue Miami, FL 33167		2006	Raul F. Perez Chief Facilities Design & Construction Officer 305.995.1401
School Board of Broward County	2301 NW 26 Street Oakland Park, FL 33311		2014	Robert F. Hamberger Building Official 754.321.4800
School District of Palm Beach County	3661 Interstate Park Road North Riviera Beach, FL33404		2018	Thomas Hogarth Building Director 561.383.2028
University of Miami	1400 NW 10 th Avenue Miami, FL 33136		2019	Vilma Diaz Facilities Ops. & Planning 305.243.9194



Project Description: Plans Review and Building Inspections Services
Entity: City of Aventura
Contact: Mr. Ronald J. Wasson, City Manager
Contact Telephone: 305.466.8910
E-mail: jwasson@cityofaventura.com
Address: 19200 W. Country Club Drive, Aventura, FL 33180
Dates of Services: 1995 – Ongoing **(25 Years)**

The City of Aventura has contracted with CAP continuously for more than twenty (20) years to provide full Building Department outsourcing. CAP provides the Building Official, plans review of building, structural, electrical, mechanical and plumbing. CAP performs inspections of buildings, accessibility, roofing, electrical, mechanical, gas and plumbing as contained in the Florida Building Code, including any Miami-Dade County High-Velocity Zone and City amendments. CAP provides Permit Technicians and staff to support Document Control.



Description: Plans Review and Building Inspections Services
Entity: City of South Bay
Contact: Mr. Leondrae Camel, City Manager
Contact Telephone: 561.996.6751
E-mail: camel@southbaycity.com
Address: 335 SW 2nd Avenue, South Bay, FL 33493
Dates of Services: 2010 – Ongoing **(10 Years)**

The City of South Bay has contracted with CAP to provide full Building Department outsourcing for almost 10 years. CAP assists in the permit application process, providing plan review and inspection services to ensure compliance with the Florida Building Code. These services include structural, electrical, mechanical, plumbing and engineering services. CAP also provides the Building Official for the City. Working with City staff we have been able to provide support to apply for and receive funding for important infrastructure projects.



Project Description: Plans Review and Building Inspections Services
Entity: Palm Beach County
Contact: Mr. Doug Wise, Building Director
Contact Telephone: 561.233.5000
E-mail: dwise@pbcgov.org
Address: 2300 N Jog Road, West Palm Beach, FL 33411
Dates of Service: 2016 – Ongoing **(4 Years)**

Palm Beach County has contracted with CAP to provide building inspection, plan review and permit technician services to the Planning, Zoning, and Building Department. These services include building, plumbing, electric, and mechanical, HVAC. All Building inspection and plan review and permit processing services are conducted to ensure compliance with the Florida Building Code.

ELECTRONIC PLANS REVIEW (EPR)

CAP has co-developed a **simple, user friendly and transparent** approach to **Electronic Plans Review (EPR)**.



In 2013, our Company embarked on the design, development and implementation of Electronic Plans Review (EPR). We firmly believe that EPR will make the review process more efficient and transparent. Our program allows the project stakeholders “**real-time**” access to the status of their application and to the submittals from the design professionals across different platforms using internet connectivity.

In addition, our Reviewers will be able to provide the service remotely having more access to data and being more flexible with their time. Finally, data will now be exchanged electronically thus reducing or eliminating paper bulk and becoming more environmentally sensitive. Data stored this way is safer and the ease of retrieval is increased. In short, the EPR system adds efficiency and value to the entire Building Review and Permitting process.

Our software has been successfully used to review and process plans in services provided to our municipal and educational clients. **We are providing EPR services to various municipalities in Miami-Dade, Broward, Palm Beach and Gulf Coast Counties.** CAP is also providing EPR services to MDC, FIU and Miami-Dade County Public Schools (MDCPS)

During this time where we are called to be safer and healthier, this system allows for the Structural Plans Review process to be seamless, transparent and efficient. Our staff and those that interact with us, including our families, are better because of this effort!



1. The Applicant signs in by creating a Username and Password.
2. The files are uploaded by selecting and dragging into our secured CAP Cloud.
3. CAP verifies documentation and accepts. The Review Process begins.
4. Multidisciplinary and concurrent reviews are assigned by CAP's Administrator. The Review generates a report that is transmitted to all stakeholders.
5. If necessary, Applicant Resubmits by uploading Revised files (Step 2).
6. Approval is granted once Plans and Documentation (Application) meets the Florida Building Code, and other applicable standards.

REFERENCE FORM

COMPANY NAME, ADDRESS, CITY, STATE, ZIP PHONE & FAX NUMBER		
Company Name:	City of Aventura	
Address:	19200 W Country Club Drive, Aventura, FL 33180	
Contact Name:	Mr. Ronald J. Wasson, City Manager	
Phone:	(305) 466-8910	E-Mail: jwasson@cityofaventura.com
Company Name:	Palm Beach County	
Address:	2300 N Jog Road, West Palm Beach, FL 33411	
Contact Name:	Mr. Doug Wise, Building Director	
Phone:	(561) 355-6726	E-Mail: dwise@pbcgov.org
Company Name:	City of Weston	
Address:	17200 Royal Palm Blvd., Weston, FL 33326	
Contact Name:	Mr. Donald P. Decker, City Manager	
Phone:	(954) 385-2000	E-Mail: ddecker@westonfl.org
Company Name:	City of South Bay	
Address:	335 SW 2nd Avenue, South Bay, FL 33493	
Contact Name:	Mr. Leondrae Camel, City Manager	
Phone:	(561) 996-6751	E-Mail: camel@southbaycity.com

BID PROPOSAL CHECKLIST

Note: Please submit your bid in this order for electronic and paper bids.

YES X NO ___ 1. Bid submittal – If submitting a paper bid → one (1) original and one (1) PDF (CD) copy or flash drive

YES X NO ___ 2. Bid Cover Page

YES X NO ___ 3. Acknowledgment of addendums (if any)

YES X NO ___ 4. Bid Submittal Form

YES X NO ___ 5. Qualifications (Maximum of 10 Pages Front and Back) – Include Reference Form

YES X NO ___ 6. Schedule of Values

YES X NO ___ 7. Questionnaire

YES X NO ___ 8. Drug Free Workplace

YES X NO ___ 9. Sworn Statement under Section 287.133(3) (a)

YES X NO ___ 10. Certification Pursuant To Florida Statute § 215.4725

YES X NO ___ 11. Wellington Local Preference Form

YES X NO ___ 12. Conflict of Interest

YES X NO ___ 13. Non-Collusion Affidavit

YES X NO ___ 14. Insurance Certificates

YES X NO ___ 15. Copy of Appropriate Licenses

BID SUBMITTAL FORM

To:

Village of Wellington

12300 Forest Hill Blvd.

Wellington, Florida 33414

C.A.P. Government, Inc.

(Vendor)

ITB #202103, Planning, Zoning,
agrees to provide material for the and Building Inspection Services in accordance with the requirements and specifications
of the Bid Documents for the Village of Wellington as specified.

Gentlemen:

The undersigned Bidder has carefully examined the Specification requirements, Bid/Contract Documents and is familiar with the nature and extent of the Work and any local conditions that may in any manner affect the Work to be done.

The undersigned agrees to provide the service called for by the Specifications and Bid Documents, in the manner prescribed therein and to the standards of quality and performance established by the Wellington for the Bid price stated in the spaces herein provided.

The undersigned agrees to the right of the Wellington to hold all Bids and Bid guarantees for a period not to exceed one hundred and twenty (120) days after the date of Bid opening stated in the Invitation to Bid.

The undersigned accepts the invoicing and payment policies specified in the Bid.



Contractor's Signature

Dated this 20th day of November, 2020

(Month)

(Year)

SCHEDULE OF VALUES

Bid Pricing Key

BLDG = Building Inspector

MEP = Mechanical, Electrical, and/or Plumbing Inspector

All hourly rates provided above shall be inclusive of all reimbursable fees including, but not limited to travel, mileage, copies, etc.

Item	Description of Services	Bid Price
1	Perform all inspection services excluding natural disaster events and construction plan review.	BLDG \$ <u>75.00</u> Per Hour MEP \$ <u>75.00</u> Per Hour
2	Per Person: Review and process construction plans for obtaining building permits on an as-needed basis.	BLDG \$ <u>80.00</u> Per Hour MEP \$ <u>80.00</u> Per Hour
3	Per Person: Perform all inspection and construction plan review services during natural disaster events.	BLDG \$ <u>85.00</u> Per Hour MEP \$ <u>85.00</u> Per Hour
4	Per Person: Performing all inspection services, excluding natural disaster events and construction plan review, in excess of 40 hours per week.	BLDG \$ <u>95.00</u> Per Hour MEP \$ <u>95.00</u> Per Hour
5	Per Person 10 hours per day, 40 hours per week. Review and process construction plans for permitting.	BLDG \$ <u>80.00</u> Per Hour MEP \$ <u>80.00</u> Per Hour

QUESTIONNAIRE

The following Questionnaire shall be completed and submitted in with the Bid. By submission of this Bid, Bidder guarantees the truth and accuracy of all statements and answers herein contained.

1. How many years has your organization been in business? 31
2. What is the last project of this nature that you have completed?
We have completed over a thousand projects in multiple municipalities over the past three (3) decades.
3. Have you ever failed to complete work awarded to you? If so, where and why? No
4. Name three individuals or corporations for which you have performed work and to which you refer:

Mr. Ronald J. Wasson	19200 W. Country Club Drive, Aventura, FL 33180	305.466.8910	jwasson@cityofaventura.com
<small>Name</small>	<small>Address</small>	<small>Phone</small>	<small>Email</small>
Mr. Donald P. Decker	17200 Royal Palm Blvd. Weston, FL 33326	954.385.2000	ddecker@westonfl.org
<small>Name</small>	<small>Address</small>	<small>Phone</small>	<small>Email</small>
Mr. Doug Wise	2300 N Jog Road, West Palm Beach, FL 33411	561.233.5000	dwise@pbcgov.org
<small>Name</small>	<small>Address</small>	<small>Phone</small>	<small>Email</small>

5. List the following information concerning all contracts in progress as of the date of submission of this bid. (In case of co-venture, list the information for all co-venturers.)

Name of Project	Owner	Total Contract Value	Contracted Date of Completion	% of Completion to Date
City of Aventura	Mr. Ronald J. Wasson City Manager	\$ 1.3M	on-going	N/A
City of Weston	Mr. Donald P. Decker City Manager	\$ 2.0M	on-going	N/A
Palm Beach County	Mr. Doug Wise Building Director	\$ 1.0M	on-going	N/A

6. Has the bidder or his or her representative inspected the proposed project and does the Bidder have a complete plan for its performance? Yes, We have been providing planning, zoning and building inspections to the Village since 2015.
7. Will you subcontract any part of this work? If so, give details including a list of each subcontractor(s) that will perform work in excess of the percent (10%) of the contract amount and the work that will be performed by each subcontractor(s).

Subcontractor	Work to be Performed
None	N/A

8. What equipment do you own that is available for the work? Please see Equipment Type listed below

Equipment Type	Equipment Type
Vehicles	Uniforms
Ladders	Hardhats & Safety vests
Cellular phone / Tablets	Hardware and Software

9. What equipment will you purchase for the proposed work? None, unless requested by the Village

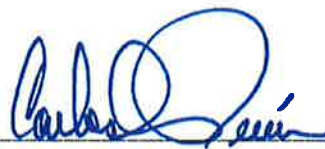
10. What equipment will you rent for the proposed work? None, unless requested by the Village
11. State the name of your proposed project manager and give details of his or her qualifications and experience in managing similar jobs.
Mr. Judson Dulany, BU is CAP's Municipal Manager, responsible for planning, directing & overseeing CAP's Palm Beach County Operations. He has over thirty (30) years of experience in construction managment. He holds licences as a Certified Building Official, Building Plans Examiner, Inspector and Floodplain Manager. He is knowledgeable in all aspects of construction and his experience includes managing & supervising all activities within the daily operations of CAP's Palm Beach Municipal clients.
12. The address of principal place of business is 343 Almeria Avenue, Coral Gables, FL 33134
13. The names of the Corporate Officers, or Partners, or Individuals doing business under a trade name, are as follows: None
14. List all organizations which were predecessors to Bidder or in which the principals or officers of the Bidder were principals or officers.
C.A.P. Engineering Consultants, Inc. - 1989 - 2000 , CSA Southeast, LLC, 2000 - 2006
C.A.P. Government, Inc., 2006 - Present - Carlos A. Penin, PE 100% owner
15. List and describe all bankruptcy petitions (Voluntary or Involuntary) which have been filed by or against the Bidder, its parent or subsidiaries or predecessor organizations during the past five (5) years. Include in the description the disposition of each such petition. None
16. List and describe all successful Performance or Payment Bond claims made to your surety(ies) during the last five (5) years. The list and descriptions should include claims against the bond of the Bidder and its predecessor organization(s). None
17. List all claims, arbitrations, administrative hearings and lawsuits brought by or against the Bidder or its predecessor organization(s) during the last five (5) years. The list shall include all case names; case, arbitration, or hearing identification numbers; the name of the project over which the dispute arose; and a description of the subject matter of the dispute. None
18. List and describe all criminal proceedings or hearings concerning business related offenses in which the Bidder, its principals or officers or predecessor organization (s) were defendants. None
19. Has the Bidder, its principals, officers, or predecessor organization(s) been debarred or suspended from bidding by any government during the last five (5) years? If yes, provide details. None
20. List and disclose any and all business relations with any members of Wellington Council. None

DRUG FREE WORKPLACE

Preference shall be given to businesses with drug-free workplace programs. In order to have a drug-free workplace program, a business must attest to the following:

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 the actions that will be taken against employees for violations of such prohibition.
2. We inform employees about the dangers of drug abuse in the workplace, the business'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 (1).
4. We, in the statement specified in subsection (1), notify the employees that, as a condition of working on 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 so 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.



Contractor's Signature

**SWORN STATEMENT UNDER SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to Village of Wellington
[print name of the public entity]
by C.A.P. Government, Inc. for Carlos A. Penin, PE, President
[print name of entity submitting sworn statement] [print individual's name and title]
whose business address is 343 Almeria Avenue, Coral Gables, FL 33134 and (if applicable) its Federal Employer Identification
Number (FEIN) is 65-0121594 (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 bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of 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 of 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.

4. I understand that a "person" as defined in Paragraph 287.133(1)(c), 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 a binding contract and which bids or applies to bid 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. [Please indicate which statement applies.]

X Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in 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.

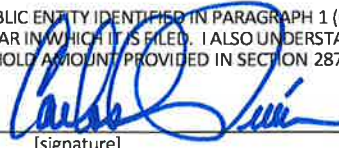
_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent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

STATE OF Florida

COUNTY OF Miami-Dade


[signature]

11/20/2020

[date]

Subscribed and Sworn to (or affirmed) before me on November 20 by Carlos A. Penin, PE
[date] [name]

He/she is personally known to me or has presented _____ as identification.
[type of identification]


[Notary's Signature and Seal]



Monica De Castro, GG 241582
Print Notary Name and Commission No.

CERTIFICATION PURSUANT TO FLORIDA STATUTE § 215.4725

I, Carlos A. Penin, PE, on behalf of C.A.P. Government, Inc.,
certifies

Print Name Company Name

that C.A.P. Government, Inc. does not:
Company Name

1. Participate in a boycott of Israel; and
2. Is not on the Scrutinized Companies that Boycott Israel list; and
3. Is not on the Scrutinized Companies with Activities in Sudan List; and
4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
5. Has not engaged in business operations in Cuba or Syria.


Signature

President
Title

11/20/2020
Date

**APPLICATION TO BE CONSIDERED A LOCAL BUSINESS IN ACCORDANCE WITH
VILLAGE OF WELLINGTON FLORIDA'S LOCAL PREFERENCE POLICY**

Wellington gives preference to local businesses in certain purchasing situations as set forth in Chapter 9 of Wellington's Purchasing and Procurement Manual. In order to be considered a local business, entitled to be given preference, the business must make application with Wellington and meet one of the following criteria as such is more fully set forth in Chapter 9, of Wellington's Purchasing and Procurement Manual:

Chapter 9, LOCAL PREFERENCE

Western Communities Local Business - For the purpose of determining a "Western Communities local business" a vendor must have a principal permanent business location and headquarters within Wellington of Wellington, Florida or west of the Florida Turnpike to the Palm Beach County western boundary line as depicted in Exhibit "A" hereto. This applies to all entity formations, including, but not limited to, limited liability companies, partnerships, limited partnerships and the like or sole proprietors. Further, the entity or sole proprietor must provide that it, he or she has been domiciled and headquartered in the jurisdictional boundaries of the Western Communities for at least six months prior to the solicitation. Post Office boxes will not be considered a permanent business location within the Western Communities. Home business offices shall be considered as a business location if it otherwise meets the requirements herein. In order to be eligible for such local preference the vendor shall have a local business tax receipt pursuant to the County's and/or municipalities' Code of Ordinances, having jurisdiction over the location of the business, unless otherwise exempt therefrom. Further, the vendor must be properly licensed and authorized by law to provide the goods, services or professional services to the extent applicable and the location of the business must be properly zoned in order for the vendor to conduct its business.

Palm Beach County local business - For the purpose of determining a "Palm Beach County local business" a vendor must have a principal permanent business location and headquarters within Palm Beach County, Florida. This applies to all entity formations, including, but not limited to, limited liability companies, partnerships, limited partnerships and the like or sole proprietors. Further, the entity or sole proprietor must provide that it, he or she has been headquartered and domiciled in the jurisdictional boundaries of Palm Beach County, Florida for at least six months prior to the solicitation. Post Office boxes will not be considered a permanent business location within Palm Beach County, Florida. Home business offices shall be considered as a business location if it otherwise meets the requirements herein. In order to be eligible for such local preference the vendor shall have a local business tax receipt pursuant to the Palm Beach County Code of Ordinances as amended from time to time, unless otherwise exempt there from. Further, the vendor must be properly licensed and authorized by law to provide the goods, services or professional services to the extent applicable and the location of the business must be properly zoned in order for the vendor to conduct its business.

Subcontractor utilization - In competitive bid situations, a business may also qualify as either a Palm Beach County or Western Community local business if they are utilizing subcontractors to perform the work or materialmen to supply the job and more than fifty (50%) percent of their proposed bid price will be paid to subcontractors and/or materialmen who qualify, under the above standards, as Palm Beach County and/or Western Community local businesses.

Please check the box below indicating which preference category your business is applying for:

☐ Western Communities Local Business

☒ Palm Beach County Local Business

☐ Subcontractor Utilization

1. The name of the business is: C.A.P. Government, Inc.
2. The address of the business is: 1910 North Florida Mango Road, West Palm Beach, FL 33409
3. How long has the business been located at its current address: 4 years
4. If the business has relocated within the last six months, please provide the answers to questions 1-3 for the previous location:
5. The previous name of the business is: N/A
6. The previous address of the business is: N/A

7. How long was this business at the previous location: N/A

8. If the business is attempting to qualify under the subcontractor utilization provision, please provide a breakdown of the subcontractors who would qualify for either the Palm Beach County or Western Community, business classification, the requisite information, provide their responses to the above 1 - 7 questions and for each of the subcontractors, indicate the amount that they are proposed to be compensated at under the bid price.

9. The business as a local business tax receipt from: (1) Palm Beach County ☒ (2) the following municipality: West Palm Beach (3) located in unincorporated Palm Beach County: ☐

10. Please provide a copy of Local Business Tax Receipts from Palm Beach County and the applicable municipality are attached.

11. Please provide a Certificate of Good Standing indicating the formation or domestication of the entity in and for the State of Florida is attached.

12. Please provide copies of licenses if applicable from the State of Florida authorizing the business to provide the good services or professional services contemplated in the bid documents.

By signing below, I hereby certify that under penalty of perjury I believe my business qualifies as a Palm Beach County, Western Community or subcontractor utilization business in accordance with Wellington's Local Preference Policy and that I have submitted current and accurate information and documents relating to my qualifications. I further acknowledge and agree that any fraudulent or duplicitous information submitted in furtherance of this application will be grounds for disqualification from bidding on this project and doing business with Wellington in the future.

Applicants Federal Tax ID Number - 65-0121594 Applicants Business Address 343 Almeria Avenue

Coral Gables, FL 33134

Signature of Authorized Representative of Corporation, Partnership, or other business entity:

Sign: 

Print Name: Carlos A. Penin


Title: President

Date: 11/20/2020

CITY OF: Miami

COUNTY OF: Miami-Dade

SUBSCRIBED AND SWORN TO (or affirmed) before me on this 20 day of Novemeber, 2010, by Carlos A. Penin, PE. He/She is personally known to me or has presented as identification.



(Signature of Notary)

Monica De Castro

(Print or Stamp Name of Notary)

Notary Public Florida

(State)



Notary Seal

Signature of Individual if Sole Proprietor:

N/A

Sign: _____

Print Name: _____

Date: _____

CITY OF: _____

COUNTY OF: _____

SUBSCRIBED AND SWORN TO (or affirmed) before me on this ____ day of _____, 201__, by
_____. He/She is personally known to me or has presented _____ as
identification. (Type of Identification)

(Signature of Notary)

(Print or Stamp Name of Notary)

Notary Public _____

Notary Seal

(State)

CONFLICT OF INTEREST STATEMENT

This Proposal/Agreement (whichever is applicable) is subject to the conflict of interest provisions of the policies and Code of Ordinances of WELLINGTON, the Palm Beach County Code of Ethics, and the Florida Statutes. During the term of this Agreement and any renewals or extensions thereof, the VENDOR shall disclose to WELLINGTON any possible conflicts of interests. The VENDOR's duty to disclose is of a continuing nature and any conflict of interest shall be immediately brought to the attention of WELLINGTON. The terms below shall be defined in accordance with the policies and Code of Ordinances of WELLINGTON, the Palm Beach County Code of Ethics, and Ch. 112, Part III, Florida Statutes.

CHECK ALL THAT APPLY:

NO CONFLICT:

☒ To the best of our knowledge, the undersigned business has no potential conflict of interest for this Agreement due to any other clients, contracts, or property interests.

☒ To the best of our knowledge, the undersigned business has no employment or other contractual relationship with any WELLINGTON employee, elected official or appointed official.

☒ To the best of our knowledge, the undersigned business has no officer, director, partner or proprietor that is a WELLINGTON purchasing agent, other employee, elected official or appointed official. The term "purchasing agent", "elected official" or "appointed official", as used in this paragraph, shall include the respective individual's spouse or child, as defined in Ch. 112, Part III, Florida Statutes.

☒ To the best of our knowledge, no WELLINGTON employee, elected official or appointed official has a material or ownership interest (5% ownership) in our business. The term "employee", "elected official" and "appointed official", as used in this paragraph, shall include such respective individual's relatives and household members as described and defined in the Palm Beach County Code of Ethics.

☒ To the best of our knowledge, the undersigned business has no current clients that are presently subject to the jurisdiction of WELLINGTON's Planning, Zoning and Building Department.

CONFLICT:

☐ The undersigned business, by attachment to this form, submits information which may be a potential conflict of interest due to any of the above listed reasons or otherwise.

THE UNDERSIGNED UNDERSTANDS AND AGREES THAT THE FAILURE TO CHECK THE APPROPRIATE BLOCKS ABOVE OR TO ATTACH THE DOCUMENTATION OF ANY POSSIBLE CONFLICTS OF INTEREST MAY RESULT IN DISQUALIFICATION OF YOUR BID/PROPOSAL OR IN THE IMMEDIATE CANCELLATION OF YOUR AGREEMENT, WHICHEVER IS APPLICABLE.

C.A.P. Government, Inc.

COMPANY NAME

AUTHORIZED SIGNATURE

Carlos A. Penin, PE

NAME (PRINT OR TYPE)

NON-COLLUSION AFFIDAVIT

State of Florida

County of Miami-Dade

Being duly sworn deposes and says:

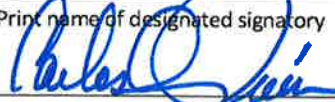
That he/she is an officer of the parties making the forgoing bid submittal, that the bid is made without prior understanding, agreement, or connection with any individual, firm, partnership, corporation or other entity submitting a bid for the same materials, services, supplies or equipment, either directly or indirectly, and is in all respects fair and without collusion or fraud. No premiums, rebates, or gratuities are permitted with, prior to, or after any delivery of material or provision of services. Any violation of this provision may result in disqualification, contract cancellation, return of materials or discontinuation of services, and the possible removal of Bidder from the vendor Bid lists

C.A.P. Government, Inc.

Name of Bidder

Carlos A. Penin, PE

Print name of designated signatory



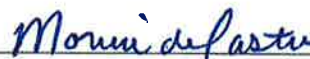
Signature

President

Title

On this 20 day of Novemeber 20 20, before me appeared Carlos A. Penin, PE personally known to me to be the person described in and who executed this Non-Collusion Affidavit and acknowledged that (she/he) signed the name freely and voluntarily for the uses and purposes therein described.

In witness thereof, I have hereunto set my hand and affixed seal the day and year last written above.



Signature

Notary Public in and for the State of Florida

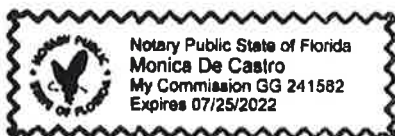
Monica De Castro

(Name Printed)

Residing at Miami-Dade

My commission expires 07/25/2022

(Affix Seal Here)



Council

Anne Gerwig, Mayor
Tanya Siskind, Vice Mayor
John T. McGovern, Councilman
Michael Drahos, Councilman
Michael J. Napoleone, Councilman

Manager

Paul Schofield

ITB Number: 202103

Title: Planning, Zoning and Building Inspection Services

Notification Date: November 18, 2020

ADDENDUM NO. ONE

PURPOSE: The purpose of this Addendum/NOTICE is to make changes, additions, deletions, revisions, and clarifications to the (ITB) Invitation to Bid documents for Planning, Zoning and Building Inspection Services. Bidder shall review the Addendum/NOTICE work and requirements in detail and incorporate any effects the Addendum/NOTICE may have in their proposal price.

- 1. The bid opening date is modified to Monday, November 23, 2020 at 11:00 am. local time. All Bids will be publicly opened and read via Zoom (Meeting ID: 858 3994 3528 Password: Vow#202103)**

ACKNOWLEDGEMENT: Bidder must acknowledge receipt of any and all Addenda in the space provided on the Bidder Submittal Form. Failure to do so may result in rejection of the Proposal. All requirements of the proposal documents remain unchanged except as cited herein.



Signature of Bidder Acknowledging Receipt of
Addendum No. (1) One to be attached in front of Bid

State of Florida

Department of State

I certify from the records of this office that C.A.P. GOVERNMENT, INC. is a corporation organized under the laws of the State of Florida, filed on April 10, 1989.

The document number of this corporation is K80212.

I further certify that said corporation has paid all fees due this office through December 31, 2020, that its most recent annual report/uniform business report was filed on January 6, 2020, and that 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 Sixth day of January, 2020*



Ramón M. Ruiz
Secretary of State

Tracking Number: 3885322877CC

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

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>



Ron DeSantis, Governor

Halsey Beshears, Secretary



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF PROFESSIONAL ENGINEERS

THE ENGINEERING BUSINESS HEREIN IS AUTHORIZED UNDER THE
PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

C.A.P. GOVERNMENT, INC.

343 ALMERIA AVENUE
CORAL GABLES FL 33134

LICENSE NUMBER: CA5344

EXPIRATION DATE: FEBRUARY 28, 2021

Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

VILLAGE OF WELLINGTON
ITB #202103
PLANNING, ZONING AND BUILDING INSPECTION SERVICES

INSTRUCTIONS: PLEASE POST IN A CONSPICUOUS PLACE AT YOUR PLACE OF BUSINESS.

W.P.B.
WEST PALM BEACH

CITY OF WEST PALM BEACH
2020 to 2021 BUSINESS RECEIPT

0000041596
CAP GOVERNMENT INC
1910 N FLORIDA MANGO RD

CONSTRUCTION PLAN REVIEW
CONTRACTED REVIEWERS
OFFICE
PLAN REVIEW

NOT TRANSFERABLE
CITY OF WEST PALM BEACH
P.O. BOX 3147, WEST PALM BEACH, FL 33402

BUS. TAX ID.	CATEGORY	DESCRIPTION	FEE
79013	230998	CONSTRUCTION RELATED SERVICES	86.81
TOTAL			86.81
** PAID			86.81
** BAL **			0.00

EXPIRES SEPTEMBER 30, 2021

THIS DOCUMENT NOT VALID UNTIL FUNDS ARE COLLECTED

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

Anne M. Gannon
Constitutional Tax Collector
Serving Palm Beach County
P.O. Box 3353
West Palm Beach, FL 33402-3353

Collection Cart

Collection Cart	Items	Total
Collection Cart	0	\$0.00

[Checkout](#) [View](#)

Account Information

LBTR Number	Tax Type	Status
2016092908	Business Tax	Active

Mailing Address: C.A.P. GOVERNMENT INC
1910 N FLORIDA MANGO RD
WEST PALM BEACH , FL 33401

Location Address: 1910 N FLORIDA MANGO RD
WEST PALM BEACH , FL 33401

Local Business Tax Receipt
Miami-Dade County, State of Florida
-THIS IS NOT A BILL - DO NOT PAY

2252898

BUSINESS NAME/LOCATION
CAP GOVERNMENT INC
343 ALMERIA AVE
CORAL GABLES, FL 33134

RECEIPT NO.
RENEWAL
2369544

LBT

EXPIRES
SEPTEMBER 30, 2021
Must be displayed at place of business
Pursuant to County Code
Chapter 8A - Art. 9 & 10

OWNER
CAP GOVERNMENT INC

SEC. TYPE OF BUSINESS
212 P.A./CORP/PARTNERSHI
P/FIRM

PAYMENT RECEIVED BY TAX COLLECTOR
247.50 07/14/2020
CREDITCARD-20-051626

Employee(s) 55 EB5344

This Local Business Tax Receipt only confirms payment of the Local Business Tax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles - Miami-Dade Code Sec 8a-276.
For more information, visit www.miamidade.gov/taxcollector

 MIAMI-DADE COUNTY



CERTIFICATE OF LIABILITY INSURANCE

Page 1 of 1

DATE (MM/DD/YYYY)
09/08/2020

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 have ADDITIONAL INSURED provisions or 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).

PRODUCER Willis Towers Watson Southeast, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA		CONTACT NAME: Willis Towers Watson Certificate Center PHONE (A/C, No, Ext): 1-877-945-7378 FAX (A/C, No): 1-888-467-2378 E-MAIL ADDRESS: certificates@willis.com																						
INSURED C.A.P. Government, Inc. 343 Almeria Avenue Coral Gables, FL 33134		<table border="1"> <thead> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A:</td> <td>Hartford Fire Insurance Company</td> <td>19682</td> </tr> <tr> <td>INSURER B:</td> <td>Navigators Specialty Insurance Company</td> <td>36056</td> </tr> <tr> <td>INSURER C:</td> <td>Twin City Fire Insurance Company</td> <td>29459</td> </tr> <tr> <td>INSURER D:</td> <td>Endurance American Specialty Insurance Com</td> <td>41718</td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Hartford Fire Insurance Company	19682	INSURER B:	Navigators Specialty Insurance Company	36056	INSURER C:	Twin City Fire Insurance Company	29459	INSURER D:	Endurance American Specialty Insurance Com	41718	INSURER E:			INSURER F:		
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COVERAGES

CERTIFICATE NUMBER: W17662767

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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			83 UEN SH2010	09/05/2020	09/05/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			83 UEN SH2011	09/05/2020	09/05/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			GA20UMRZ0693LIC	09/05/2020	09/05/2021	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N No	N/A	83 WE SH2H0E	09/05/2020	09/05/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Errors & Omissions Claims Made Retro Date: 09/06/1996			DPL 10005502006	09/05/2020	09/05/2021	Design Prof Liability \$2,000,000 Network Security/Priv \$1,000,000 Retention \$75,000

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

Proof of Insurance Only

CERTIFICATE HOLDER

Village of Wellington
 c/o Insurance Tracking Services, Inc. (ITS)
 P.O. Box 20270
 Long Beach, CA 90801

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

Kellie J. Gabriel

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ACORD 25 (2016/03)

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SR ID: 20056530

BATCH: 1807445



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