

## RFP COVER PAGE



**Procurement Division**  
**200 E University Avenue, Rm 339**  
**Gainesville, FL 32601**  
**(352) 393-8789**  
**January 21, 2021**

**REQUEST FOR PROPOSAL: #DOSD-210019-GD**

Rental Housing and Energy Efficiency Inspections

**PRE-PROPOSAL MEETING:** ☒ Non-Mandatory ☐ Mandatory ☐ N/A ☐ Includes Site Visit**DATE:** Friday, January 29, 2021**TIME:** 9:00am Eastern Time**LOCATION:** ZOOM – all Zoom access information is located in Exhibit F**QUESTION SUBMITTAL DUE DATE** Friday, February 5, 2021, 3:00pm Eastern Time**DUE DATE FOR UPLOADING PROPOSAL:** Friday, February 19, 2021, 3:00pm Eastern Time

**SUMMARY OF SCOPE OF WORK:** The City is seeking a qualified inspection services provider who is able to provide comprehensive evaluations of rental housing units within the City limits of Gainesville for compliance with the minimum standards identified in the Rental Housing Ordinance.

For questions relating to this solicitation, contact: Gayle Dykeman, [dykemangb@cityofgainesville.org](mailto:dykemangb@cityofgainesville.org)

Bidder is not in arrears to City upon any debt, fee, tax or contract: ☒ Bidder is NOT in arrears ☐ Bidder IS in arrears  
 Bidder is not a defaulter, as surety or otherwise, upon any obligation to City: ☐ Bidder is NOT in default ☐ Bidder IS in default.

Bidders who receive this bid from sources other than City of Gainesville Procurement Division or DemandStar.com MUST contact the Procurement Division prior to the due date to ensure any addenda are received in order to submit a responsible and responsive offer. Uploading an incomplete document may deem the offer non-responsive, causing rejection.

**ADDENDA ACKNOWLEDGMENT:** Prior to submitting my offer, I have verified that all addenda issued to date are considered as part of my offer: Addenda received (list all) # \_\_\_\_\_

Legal Name of Bidder C.A.P. Government, Inc.

DBA: \_\_\_\_\_

Authorized Representative Name/Title: Carlos A. Penin, PEE-mail Address: cap@capfla.comFEIN: 65-0121594Street Address: 343 Almeria Avenue, Coral Gables, FL 33134

Mailing Address (if different): \_\_\_\_\_

Telephone: (305) 448-1711Fax: (305) 448-1712

By signing this form, I acknowledge I have read and understand, and my business complies with all General Conditions and requirements set forth herein; and,

☒ Proposal is in full compliance with the Specifications.

☐ Proposal is in full compliance with the Specifications except as specifically stated and attached hereto.

SIGNATURE OF AUTHORIZED REPRESENTATIVE: \_\_\_\_\_

SIGNER'S PRINTED NAME: Carlos A. Penin, PEDATE: 02/17/2021

This page must be completed and uploaded to DemandStar.com with your Submittal.



**TAB a:**

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**a. Table of Contents**

## Table of Contents

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**TAB b:**

**Technical Proposals**



## **b. TECHNICAL PROPOSALS**

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### **Technical Proposals**

C.A.P. Government, Inc. (CAP) is pleased to submit our Technical proposal in response to the City of Gainesville's Request for Proposal (RFP) to provide Rental Housing and Energy Efficiency Inspections Services. In the following sections we will demonstrate our capacity to conduct evaluations for compliance on 25% of the City's rental housing stock annually, which is estimated to be approximately 3,750 inspections per fiscal year (FY).

### **Approach to the Annual Requirements of the Assignment**

CAP Management under the direction of Mr. Judson Dulany, BU, our proposed Project Manager, will ensure that the Initial inspection will include scheduling, field inspections and the creation of documentation for the public record that will confirm compliance and / or deficiencies with the minimum standards of the International Property Maintenance Code and the Rental Housing Ordinance as adopted by the City of Gainesville including the preparation of a U.S. Department of Energy Home Energy Score for the inspected unit.

We understand that if the initial inspection reveals any deficiencies these will be documented, and a re-inspection will be completed to confirm compliance. If compliance is still not achieved after the re-inspection CAP staff will report said rental properties to the City's Building Department for possible Florida Building Code violations on a monthly report.

CAP has launched the use of remote, tech-driven building inspection services to keep projects moving successfully. We have conducted these inspections by using a video call on a smart phone or tablet. The inspection process utilizes technology to reduce costs, improve compliance, increase turn-around speed, maintain social distancing, and minimizing the need for travel.

We have reviewed the City's Rental Housing Ordinance and are qualified and ready to provide comprehensive evaluations of the rental housing units within the City limits. We are hereby proposing two (2) approaches to our services:

### **PLAN A**

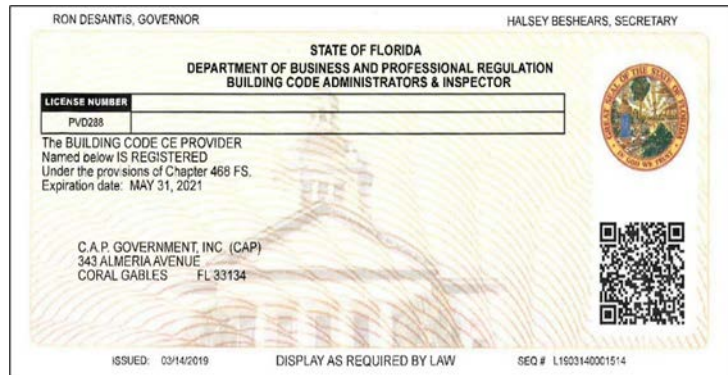
CAP has contacted Mr. Kirk Hatfield, PhD, Professor and Director of the Engineering School of Sustainable Infrastructure and Environment at the University of Florida. We have agreed to a public private partnership to include Engineering students to provide residential rental inspections for compliance with the City's Rental Housing Ordinance. These students will have a minimum of three (3) years of college education and will be selected based on recommendations received by the University's, College of Engineering Management & staff.

CAP will hire eight (8) to ten (10) Engineering students that will perform the required inspections on approximately four thousand (4,000) Rental Housing units (our estimate includes a number of re-inspections) per year. In addition, based on the University's recommendation, we propose that there be two (2) Student Inspectors per inspection. This will provide the students with income, help build their resumes, obtain experience in efficiency and management. All of their training will be provided by CAP professional personnel via virtual webinars.

## b. TECHNICAL PROPOSALS

In April 2016, CAP became an Educational Provider accredited by the Florida Department of Business and Professional Regulation.

CAP will provide each Student Inspector the necessary equipment to connect and access our online cloud-based inspection module that allows inspection request scheduling, tracking and reports capabilities. We will designate a Project Manager for Quality Control of all Inspections and, with the City's approval, our Manager will have access to the City's online permitting system for data entry.



### **PLAN B**

Under our second alternative, CAP proposes to incentivize the tenants of the Rental Housing units to participate in the inspection program. This incentive is to be coordinated and approved with the City's input. It is in the tenants' best interest to live in a unit that complies with the International Property Maintenance Code and the City of Gainesville's Rental Housing Ordinance including the U.S. Department of Energy Home Energy Score.

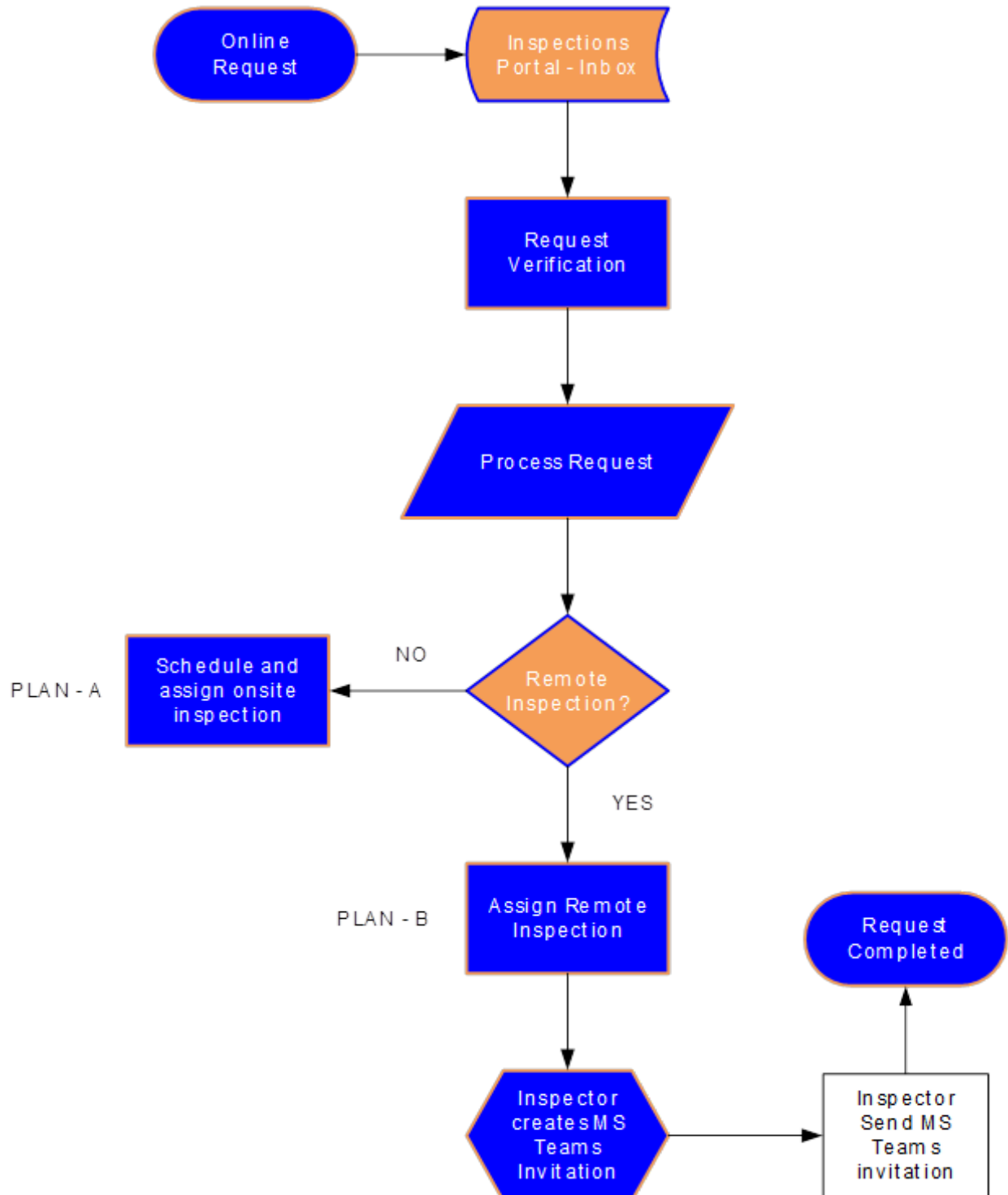
Working in concert with the City of Gainesville, CAP will assist in an educational program that will promote the involvement of the tenant. CAP will provide the tenant procedures on how to join a remote video call that will be viewed by trained and qualified CAP technical staff in order to determine compliance with all life safety and all minimum requirements of the Ordinance.

Similarly, to Plan A above, we will designate a Project Manager for Quality Control of all Inspections and, with the City's approval, our Manager will have access to the City's online permitting system for data entry.

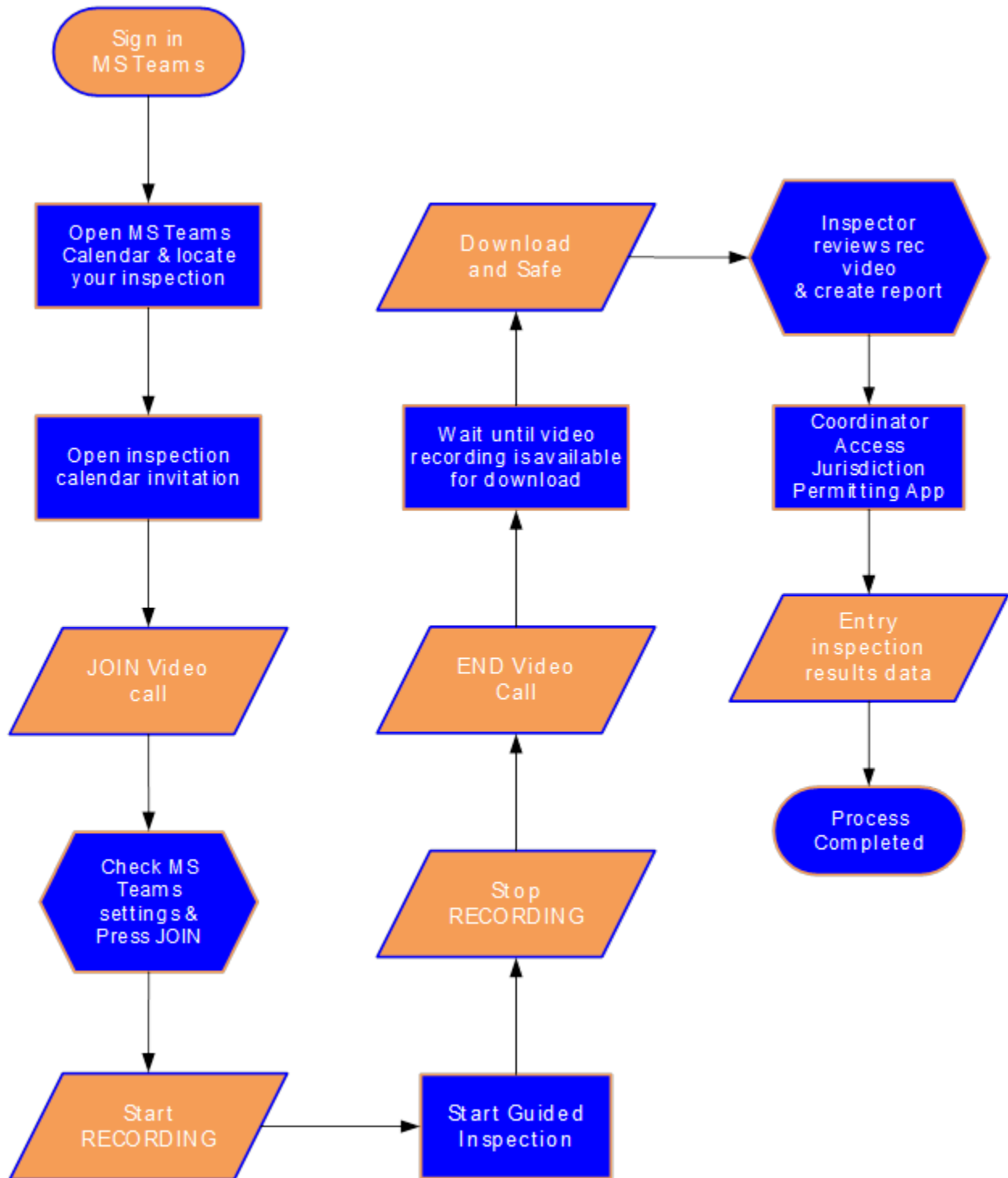
**CAP commits to perform the Inspections at the per inspection rates shown in "Part 3 – Price Proposal" for either Plan A or Plan B.**

CAP's Remote Virtual Inspection workflow process allows flexible data entry to the City's permitting application. **Please See the Process Workflow, below.**

**b. TECHNICAL PROPOSALS**



## b. TECHNICAL PROPOSALS





# **TAB c:**

## **Price Proposal**

**PART 3 – PRICE PROPOSAL**

**Proposer Company Name:** C.A.P. Government, Inc.

An inspection is defined as an Initial Inspection. There may be follow-up inspections required to verify compliance. Re-inspections are expected to be billed at a lesser rate.

Proposers are required to submit a flat fee per Initial Inspection. \$100.00

Re-inspection fee per Re-inspection: \$85.00

Price will be evaluated at 50% of the total evaluation points awarded.

**NOTE:** When cost estimating air travel, the City allows for Coach fare only. In addition, long distance phone calls, printing, and other administrative costs may be billed at cost only – no mark-up. Evidence of these expenditures will be submitted when invoicing the City.

Submitted by:

Carlos A. Penin, PE  
Name (printed)

  
Signature

02/17/2021  
Date

President  
Title

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# **TAB d:**

## **Qualifications**

#### **d. QUALIFICATIONS**

##### **Qualifications**

**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 the outsourcing of Building Permitting and Inspection services. We have been outsourcing Building Department services continuously since then.

Today CAP is recognized as an industry leader in providing Building Department services to **over fifty-five (55) municipalities and six (6) educational clients across Florida.**

For over 20 years the Zweig Group has recognized the 100 fastest growing architecture, engineering, planning, and environmental consulting firms in the United States. **In 2017, 2018, 2019 and again in 2020** our company was a recipient of the prestigious Hot Firm & A/E Industry Award at the annual Awards Conference.



**In 2017 and in 2018 CAP has been recognized as one of the 100 fastest-growing, Gator-owned businesses in the world.** Alumni from the University of Florida have created and guided some of the most innovated and profitable businesses in the nation and the world.

We are leaders in the outsourcing of Building Department services and are recognized by our clients as one of the most respected and best managed firms in this business. This respect and our customer centered approach has helped us build a team of 200 + professionals, including Engineers, Architects, Building Officials, Plans Examiners, Inspectors, Permit Technicians and Administrative staff.

**CAP 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.

For over thirty-one (31) years, CAP has maintained an exemplary track record of our professional management of all phases of the building and permitting process. CAP's expertise involves developing tailored solutions to plans review, **inspections**, and code compliance to government entities.

##### **C.A.P. GOVERNMENT, INC.**

<b><u>Miami-Dade</u></b>	343 Almería Avenue Coral Gables, FL 33134
<b><u>Broward</u></b>	100 SE 12 Street Fort Lauderdale, FL 33316
<b><u>Palm Beach</u></b>	1910 N. Florida Mango Rd. W. Palm Beach, FL 33409

Our team of qualified personnel performs 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. Our staff is certified by the State of Florida Building Code Administrators and Inspectors Board and the State of Florida Board of Professional Engineers. We are also certified by the Miami-Dade and Broward County Board of Rules and Appeals (BORA) and State Requirements for Educational Facilities (SREF).

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

# **TAB e:**

## **Minimum Qualifications**

e. **MINIMUM QUALIFICATIONS**

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**Minimum Qualifications**

The following information is provided to address each of the minimum qualifications set out in 4.1.e.

1. C.A.P. Government, Inc. (CAP) proposed Inspectors **are all licensed per State of Florida Chapters 468, 471 and 481** and have the required experience to perform the Residential Rental Housing inspections per the City of Gainesville's Housing Ordinance (200249). Resumes and licenses are provided herein, and additional supporting credentials can be provided upon request. Our staff is ready to inspect the minimum health, safety and energy efficiency requirements of all Residential Rental Housing units for the City of Gainesville.
2. CAP is currently performing approximately 750 inspections per month with our Electronic Plan Review and Inspection software and approximately 2,000 additional inspections per month using the permitting system of other the municipalities that we serve. The current request by the City is to perform less than 350 inspections per month, therefore, **we are confident that we can meet or exceed these metrics.**

CAP is at the forefront of providing remote video inspections thus minimizing the handling of documents during the inspections processes. **CAP Management has implemented all CDC guidelines** including: Washing hands, social distancing (6'), wearing PPE facemasks, cleaning and disinfecting and monitoring health on a daily basis. CAP remains committed to the health, safety and welfare of our clients, employees and community. We commit to support The City of Gainesville during these unprecedented times.

3. All of CAP's proposed Technical Staff meet the minimum requirement of the three (3) categories listed in the RFP. **Please refer to the Technical Proposal where we describe in detail our approach to this project.**

## Licenses & Resumes

KEY PERSONNEL			
Name	Role	Years of Experience	License Information
Management			
Carlos A. Penin	Principal-in-Charge	35	PE33216
Judson Dulany	Project Manager	30	BU1990, PX3626, BN6644
Inspector			
Terry Chisroe	Inspector	20	BN4708
John Gallo	Inspector	8	BN7653
Joseph Hennessy	Inspector	35	BN7885
Chassler Holm	Inspector	30	BN6901
Matthew Lewis	Inspector	35	BN8061
Kenneth Throop	Inspector	42	BN7637
Jenna Knapstein	Code Enforcement Officer	5	



## CARLOS A. PENIN, PE PRINCIPAL IN CHARGE

## WORK EXPERIENCE

Mr. Penin has forty (40) years of experience as a civil engineer comprehensive consulting engineering service. He has performed a wide variety of projects including highways, bridges, airport terminals airfields, water and sewer infrastructure; stadiums, various land development projects and environmental service. Mr. Penin experience includes managerial functions and various government appointments to industry organizations.

### EDUCATION

MS in Environmental and Urban Studies  
Florida International University

BS Civil Engineering  
University of Florida

### STATE OF FLORIDA LICENESES

Professional Engineer  
PE33216

#### **President, C.A.P. Government, Inc.**

1989 – Present

President and founding principal of C.A.P.

Government, Inc. Mr. Penin serves in a management capacity overseeing the daily operations of the firm. His responsibilities include determining the strategic direction of the company and carrying out the strategic plan through overseeing operations, marketing and business development activities, contract oversight, and staff management. Developing functional roles and assigning responsibilities to employees who report to them.

#### **Regional Manager, Keith & Schnars, PA**

1984 – 1989

Responsible for management, scheduling, monitoring and liaison with regulatory agencies and local authorities on major land development projects.

#### **Project Engineer, Williams, Hatfield & Stoner, Inc.**

1980 – 1984

Responsible for project administration on Urban Road Developments and other assignments in South Florida.

#### **Civil Engineer, Ferendino/Grafton/Spillis/Candela**

1978 – 1980

Responsible for civil engineering design and construction inspection of government projects.

#### **Civil Engineer, Florida Quality Contractors**

1977 - 1978

Managed the preliminary stages of 72-unit condominium development and various other residential projects in South Florida.

Carlos A. Penin, PE  
President

**201005B**

9:13:30 AM 2/15/2021

## Licensee Details

### Licensee Information

Name: **PENIN, CARLOS ANTONIO (Primary Name)**

Main Address: **343 ALMERIA AVENUE  
CORAL GABLES Florida 33134**

County: **DADE**

License Mailing: **343 ALMERIA AVENUE  
CORAL GABLES FL 33134**

County: **DADE**

LicenseLocation:

### License Information

License Type: **Professional Engineer**

Rank: **Prof Engineer**

License Number: **33216**

Status: **Current,Active**

Licensure Date: **03/25/1983**

Expires: **02/28/2023**

**Special Qualifications**      **Qualification Effective**

### Alternate Names

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**JUDSON D. DULANY, BU, PX, BN  
BUILDING OFFICIAL  
PLANS EXAMINER & INSPECTOR**

Mr. Dulany has over thirty (30) years of experience in construction management and twenty (20) years of hands-on construction skills gained through experience as a commercial, residential, and industrial State of Florida Certified Building and Roofing Contractor. He is knowledgeable in all aspects of construction: estimating, contracts, underground utilities, site work, foundations, structural walls, sub-contractors (electrical, HVAC, plumbing) and roof systems.

**EDUCATION**

AA in Business  
Palm Beach Community College

**STATE OF FLORIDA LICENSES**

Building Code Administrator  
BU1990

Building Plans Examiner  
PX3626

Building Inspector  
BN6644

Building Contractor  
CBC058100

Roofing Contractor  
CCC057998

Home Inspector  
HI5254

Certified Flood Plain Manager

**WORK EXPERIENCE**

**Building Official, Building Plans Examiner,  
Inspector & Flood Plain Manager  
C.A.P. Government, Inc.**

2015 – Present

Responsible for planning, directing and overseeing the operations and division of CAP's Palm Beach County operations. Responsible for the overall guidance, direction, and management of the city's Building Code Division. Interprets and enforces the building codes adopted by the City as well as other City codes. In addition, reviews building plans for compliance with construction codes and regulations; prepares written reports on code discrepancies and code violations; develops, maintains and updates records of codes and plan reviews; interprets codes ordinances and regulations and issues department codes. Determines the structural soundness of buildings and construction projects. Tasks include inspecting and assessing the structural quality of a building and ensuring compliance with zoning regulations, national building codes, and contract specifications.

**Owner & Operator, Grace Construction, Inc.**

1997 – 2015

Self-employed State certified building and roofing contractor. Responsibilities included customer relations, material takes offs, blueprint comprehension and bonding requirements. Day to day operations of construction and roofing companies estimates for commercial, industrial, and residential customers. design build campgrounds, marina renovations, recreational parks. Also served as project manager for general contractor fast food restaurants construction, east and west coast of Florida.

**Superintendent, Tripp Construction, Inc.,**

1997 - 1998

Responsibilities included:

- 500 plus single-family home construction
- Multi-family housing construction 1,2, and 3 Story
- Medical Office and emergency room construction
- Law enforcement gun range
- Educational construction classrooms and auditorium
- Industrial storage building, farm warehouses
- Parks and recreation facilities construction

**201005B**

9:52:31 AM 6/5/2020

## Licensee Details

### Licensee Information

Name: **DULANY, JUDSON DEWITT (Primary Name)**  
Main Address: **\*Private Address\* \*Private Address\***  
**\*Private Address\***  
**\*Private Address\***  
**\*Private Address\***

License Mailing:

LicenseLocation:

### License Information

License Type: **Building Code Administrator**  
Rank: **Building Code A**  
License Number: **BU1990**  
Status: **Current,Active**  
Licensure Date: **02/26/2018**  
Expires: **11/30/2021**

**Special Qualifications**      **Qualification Effective**

### Alternate Names

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201005B

9:51:30 AM 6/5/2020

## Licensee Details

### Licensee Information

Name: **DULANY, JUDSON DEWITT (Primary Name)**  
Main Address: **\*Private Address\* \*Private Address\***  
**\*Private Address\***  
**\*Private Address\***  
**\*Private Address\***

License Mailing:

LicenseLocation:

### License Information

License Type: **Standard Plans Examiner**  
Rank: **Plans Examiner**  
License Number: **PX3626**  
Status: **Current,Active**  
Licensure Date: **07/30/2015**  
Expires: **11/30/2021**

**Special Qualifications**      **Qualification Effective**  
**Building**                      **07/30/2015**

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**201005B**

9:52:52 AM 6/5/2020

## Licensee Details

### Licensee Information

Name: **DULANY, JUDSON DEWITT (Primary Name)**  
Main Address: **\*Private Address\* \*Private Address\***  
**\*Private Address\***  
**\*Private Address\***  
**\*Private Address\***

License Mailing:

LicenseLocation:

### License Information

License Type: **Standard Inspector**  
Rank: **Inspector**  
License Number: **BN6644**  
Status: **Current,Active**  
Licensure Date: **03/27/2015**  
Expires: **11/30/2021**

### Special Qualifications Building

**Qualification Effective**  
**03/27/2015**

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## **TERRY L. CHISSOE, BN BUILDING INSPECTOR**

Mr. Chisoe has over seventeen (17) years of experience as a building inspector & general contractor. He is licensed by the State of Florida as a Commercial Building Inspector, and General Contractor.

### **EDUCATION**

Construction Technology Degree  
Florida Construction School

Bachelor of Science in Psychology  
Oklahoma State University

Post Graduate Studies in Industrial &  
Organizational Psychology  
University of Central Florida

### **STATE OF FLORIDA LICENSES**

Building Inspector  
BN4708

General Contractor  
CGC047482

Level 1 Post Tensioning Field Tech

Level 2 Post Tensioning Inspector

(SREF) Certification

### **WORK EXPERIENCE**

#### **Building Inspector, C.A.P. Government, Inc.**

2019 – Present

Determines the structural soundness of buildings and construction projects. Tasks Include inspecting and assessing the structural quality of a building and ensuring compliance with zoning regulations, national building codes, and contract specifications.

#### **Building Inspector, Safe Built**

2019

#### **Plan Review, St Lucie County BOCC**

2018 – 2019

#### **Building Inspector, GFA International**

2015 – 2018

#### **Building Inspector, Weintraub Inspections & Forensics**

2014

#### **Independent Adjuster, National Catastrophe Adjusters Group**

2008

#### **Airport Authority's Owners, GCI Inc**

2007- 2008

#### **Special Inspector, CAPRI Engineering**

2005 - 2007

Special Inspector Performing a full range of inspection and evaluation of residential and commercial building/structures for compliance with the appropriate building codes.

#### **Building Inspector, Universal Engineering Sciences, Inc**

2003 - 2005

Perform a full range of inspection and evaluation of residential and commercial building/structures for compliance with the appropriate building codes

Terry L. Chisoe, BN  
Building Inspector

## Licensee Details

### Licensee Information

Name: **CHISSOE, TERRY LEE (Primary Name)**  
 Main Address: **\*Private Address\* \*Private Address\***  
**\*Private Address\***  
**\*Private Address\***  
**\*Private Address\***

License Mailing:

LicenseLocation:

### License Information

License Type: **Standard Inspector**  
 Rank: **Inspector**  
 License Number: **BN4708**  
 Status: **Current,Active**  
 Licensure Date: **02/17/2004**  
 Expires: **11/30/2021**

**Special Qualifications**      **Qualification Effective**  
**Building**                      **02/17/2004**

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## JOHN G. GALLO, BN BUILDING INSPECTOR

Mr. Gallo has experience in the construction field and as a foreman. He has working knowledge of the Florida Building Code and has hands-on experience. Interprets plans and specifications for new buildings/structures, and remodeling plans in residential, commercial and industrial buildings for compliance with established building and safety codes.

### EDUCATION

New England Tech.

### STATE OF FLORIDA LICENSES

Building Inspector  
BN7653

### WORK EXPERIENCE

#### **Building Inspector, C.A.P. Government, Inc.**

2016 – Present

Determines the structural soundness of buildings and construction projects. Tasks Include inspecting and assessing the structural quality of a building and ensuring compliance with zoning regulations, national building codes, and contract specifications.

#### **Construction & Renovations, Big Bear Developers**

2015 - 2018

Performed demo, framing, drywall, flooring, glass & mirrors installation, granite installation, electrical, plumbing, A/C duct work, installation of new fixtures, base, case, crown molding & trim work, soffits, hanging doors & windows, supervised concrete restoration including stucco, and painting exteriors & interiors.

#### **Lead Maintenance, Seagull Industries**

2013 - 2015

Duties included maintaining A/C and plumbing, installing new fixtures, repairs to drywall, doors, and windows. Constructed new rooms for the main office that included reading & executing plans, framing, drywall, headers, door installation, electrical, and fire safety.

#### **Constructions & Renovations, Services, Big Bear Developers**

2011 - 2013

Performed are demo, framing, drywall, flooring (soundproofing, tile, wood, carpet, laminate), glass and mirrors installation, granite installation, electrical, plumbing, A/C duct work, installation of new fixtures.

#### **Maintenance for Bristol Management, Bristol Management**

2009 – 2011

Duties included cement & stucco work, electrical, plumbing & irrigation. Proper ground maintenance of common areas & pools.

#### **Licensed Sales Producer, Allstate Insurance Cp.**

2006 – 2009

John G. Gallo, BN  
Building Inspector

## Licensee Details

### Licensee Information

Name: **GALLO, JOHN GREGORY (Primary Name)**  
 Main Address: **\*Private Address\* \*Private Address\***  
**\*Private Address\***  
**\*Private Address\***  
**\*Private Address\***

License Mailing:

LicenseLocation:

### License Information

License Type: **Standard Inspector**  
 Rank: **Inspector**  
 License Number: **BN7653**  
 Status: **Current,Active**  
 Licensure Date: **03/18/2019**  
 Expires: **11/30/2021**

**Special Qualifications**      **Qualification Effective**  
**Building**                      **03/18/2019**

### Alternate Names

### [View Related License Information](#)

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## JOSEPH HENNESSEY, BN MECHANICAL INSPECTOR

Mr. Hennessey has over thirty- four (34) years of experience in Mechanical & Plumbing inspections. He has had the pleasure of various managerial positions such as, a Foreman, Operations Manager/ Owner, and Project Manager.

### EDUCATION

OSHA Construction Health Training

National Labor Management Committee  
Smart Mark Safety & Health Course

Hobart Food Equipment Training

Certified Middle by Marshall Service  
Technician

Hoshizaki Ice Machine Training

Manitowac Ice Machine Training

### STATE OF FLORIDA LICENESES

Mechanical & Plumbing Inspector  
BN7885

Certified Air Conditioning Contractor  
CAC1816487

Certified Plumbing Contractor  
CFC1427973

### WORK EXPERIENCE

#### **Mechanical & Plumbing Inspector, C.A.P. Government, Inc.**

2020 – Present

Responsible for closely inspection of mechanical, and other systems for commercial and residential sites, like appliances, boilers, elevators, gas and oil lines, and HVAC systems. Evaluate and approve or disapprove of the work done in accordance with local and state regulations. Examine and test new or existing plumbing systems in buildings to make sure they are installed.

#### **Reliable Power Systems**

2018– Present

#### **McGilvray Plumbing**

2017– 2018

#### **Healey Plumbing**

2017 – Present

#### **Flow Master, Inc., Loxahatchee, FL**

2016- Present

#### **F&F Sheet metal Brentwood N.Y. Production**

1984 -1986

#### **Quiet Air Systems, Brentwood**

1986 -1988

#### **Hobart Food Equipment, Pompano Beach Fl.**

1988 – 1991

#### **Spartan Foods**

1991 – 1993

#### **Rubloff Property Management**

1993 – 1997

#### **Northlake Foods, Inc.**

1997 – 1999

#### **ADF Management**

1999 – 2001

Joseph Hennessey, BN  
Mechanical Inspector

## Licensee Details

### Licensee Information

Name: **HENNESSEY, JOSEPH THOMAS (Primary Name)**  
 Main Address: **14231 83RD LANE NORTH  
 LOXAHATCHEE Florida 33470**  
 County: **PALM BEACH**  
 License Mailing:  
 LicenseLocation:

### License Information

License Type: **Standard Inspector**  
 Rank: **Inspector**  
 License Number: **BN7885**  
 Status: **Current,Active**  
 Licensure Date: **11/20/2019**  
 Expires: **11/30/2021**

Special Qualifications	Qualification Effective
<b>Mechanical</b>	<b>11/20/2019</b>
<b>Plumbing</b>	<b>02/10/2020</b>

### Alternate Names

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## CHASSLER HOLM, BN ELECTRICAL INSPECTOR

Mr. Holm has more than twenty-nine (29) years of experience in electrical engineering design for residential, commercial, and industrial facilities. He has experience managing a team and project management. Suitable to excel on projects with emphasis on electrical, water distribution, and wastewater collection.

### EDUCATION

Florida Electrical Apprenticeship Association  
Certificate of Completion, 2000  
Palm Beach Community College

Diploma, 1988  
John I. Leonard High School

### STATE OF FLORIDA LICENESES

Electrical Inspector  
BN6901

### WORK EXPERIENCE

#### **Electrical Inspector, C.A.P. Government, Inc.**

2020 – Present

Responsible for inspecting the installation of electrical systems and equipment to detect faulty wiring and ensure they comply with electrical codes and standards. Visits construction sites and residences, performs inspection, and makes recommendations for improvement.

#### **Utilities Maintenance Supervisor, Town of Palm Beach Florida**

2016 – 2020

Supervised and coordinated the daily work of personnel engaged in the Water Resources Division, maintenance, repair, Storm Water & Sewer and/or surveillance activities.

#### **Utilities Maintenance Supervisor of Public Utilities, City of Delray Beach**

2008 – 2016

Supervised and coordinated the daily work of personnel engaged in the water/sewer network, distribution, maintenance, repair, and/or surveillance activities.

#### **Journeyman Electrician, City of Delray Beach**

2005 – 2008

Performed electrical installation and repair in all 65 plus city owned and operated buildings. Provided street lighting and electrical maintenance. Responsible for electrical set up for all city sporting and social events. On call and after hours as requested by department.

#### **Electrical Supervisor, Design Electrical Construction, Inc.**

1997 – 2005

Supervised electrical crews that performed complete electrical installation of commercial buildings. Handled distribution of payroll for electrical crew under my supervision. Handled the work up of all job quotes and estimates

#### **Electrician, Roger Banks Electrical Contractor**

1991 – 1997

Electrician for residential and light commercial contractor. Layout and design of custom upscale homes. Completed service changes and serviced electrical for pool and spa packages.

Chassler Holm, BN  
Electrical Inspector

## Licensee Details

### Licensee Information

Name: **HOLM, CHASSLER (Primary Name)**  
 Main Address: **\*Private Address\* \*Private Address\***  
**\*Private Address\***  
**\*Private Address\***  
**\*Private Address\***

License Mailing:

LicenseLocation: **\*Private Address\* \*Private Address\***  
**\*Private Address\***  
**\*Private Address\***  
**\*Private Address\***

### License Information

License Type: **Standard Inspector**  
 Rank: **Inspector**  
 License Number: **BN6901**  
 Status: **Current,Active**  
 Licensure Date: **08/01/2016**  
 Expires: **11/30/2021**

**Special Qualifications** **Qualification Effective**  
**Electrical Inspector** **08/01/2016**

### Alternate Names

### View Related License Information

### View License Complaint

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## MATTHEW B. LEWIS, BN PLUMBING INSPECTOR

Mr. Lewis has over thirty- four (34) years of experience as a Plumbing Inspector and Contractor. His qualifications include but are not limited to, plumbing, pipping, installation of washbasins and toilet facilities. He also installed and repaired plumbing fixtures, sinks, water closets, bathtubs, water heaters, hot water tanks, garbage disposal unit, dishwashers and water softener piping.

### EDUCATION

High School Graduate

### STATE OF FLORIDA LICENESES

Plumbing Inspector  
BN8061

Certified Plumbing Contractor  
CFC039964

Passed (ICC) - Commercial Building  
Inspector Exam

### WORK EXPERIENCE

#### **Plumbing Inspector, C.A.P. Government, Inc.**

2020 – Present

Examine and test new or existing plumbing systems in buildings to make sure they are installed. Inspects approved plans, specifications and permits issued for proposed work projects. Explains, both verbally and in writing, the plumbing codes to architects, engineers, owners, contractors, inspectors, plumbers, governmental officials and the general public.

#### **Plumbing & Electrical, Echols- Collins Electrical & Plumbing**

1980 – 1991

Experienced and knowledgeable in order to ensure subordinates perform their work in accordance with all applicable codes, maintenance manuals, or other applicable documents. Ability to follow blueprints, diagrams and engineering specifications and ability to train, guide and counsel employees. Able to perform complex computations which include, area, volume, weights, percentages, rations, and proportions. Able to utilize computer systems for work order management.

#### **Maintenance Manager, Double D Farms**

1991 – 1995

Oversaw all aspects of maintenance, including, plumbing, electrical, carpentry, mechanic, A/C and lawn maintenance. Supervised 18 to 20 employees. Hiring and overseeing technicians, timekeeping work order distribution. Performed other administrative tasks including material ordering, inventory, work scheduling and report preparation. Advanced working knowledge of the plumbing trade including the installation, repair and maintenance of a hot and cold water lines, pressure reducing devices, backflow prevention systems, vacuum breakers, gauges and meters, sewer pipe, soil pipe, traps, toilets, sinks, urinals, shower and tubs.

#### **Belle Glade House Authority**

1991 – 2019

Works from building plans, blueprints, and sketches to plan and layout the routing, placement, pitch, elevation, pressure reduction, and operation of various piping systems and equipment. Locating and marking positions of pipes, connections and passage holes for pipe in walls and floors.

Matthew B. Lewis, BN  
Plumbing Inspector

**201005B**

9:22:01 AM 11/20/2020

## Licensee Details

### Licensee Information

Name: **LEWIS, MATTHEW BRIAN (Primary Name)**  
 Main Address: **\*Private Address\* \*Private Address\***  
**\*Private Address\***  
**\*Private Address\***  
**\*Private Address\***

License Mailing:

LicenseLocation:

### License Information

License Type: **Standard Inspector**  
 Rank: **Inspector**  
 License Number: **BN8061**  
 Status: **Current,Active**  
 Licensure Date: **08/31/2020**  
 Expires: **11/30/2021**

**Special Qualifications**      **Qualification Effective**  
**Plumbing**                      **08/31/2020**

### Alternate Names

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## KENNETH THROOP, BN BUILDING & PLUMBING INSPECTOR

Mr. Throop is a performance-driven Building Contractor with over forty (42) years of proven construction and leadership success and extensive construction management experience. Solid strengths in execution and management of multimillion dollar residential, educational and commercial construction projects. Specializes in project management, estimating, inspections, appraising, budgeting, bidding, change directives and architectural drawing reviews.

### EDUCATION

University of South Florida and  
LeTourneau College

### STATE OF FLORIDA LICENSES

Building / Plumbing Inspector  
BN7637

General Contractor  
CBC054512

## WORK EXPERIENCE

### **Building & Plumbing Inspector C.A.P. Government, Inc.**

2019 – Present

Determines the structural soundness of buildings and construction projects. Tasks Include inspecting and assessing the structural quality of a building and ensuring compliance with zoning regulations, national building codes, and contract specifications. Examine and test new or existing plumbing systems in buildings to make sure they are installed

### **Vice-President, S.B. W. & Associates, Inc.**

2003 – 2019

- Conducts estimations and job cost analysis for project negotiations and bid submittals
- Reads specifications such as blueprints and data to determine construction requirements
- Designs and prepares bid proposals providing construction costs, estimates, and specifications
- Develops new layouts, construction plans and contract documents for all projects
- Coordinates designers, architects, and consultants for the creation and maintenance of prototypical construction and design

### **Owner & CEO, Fast Trac Services**

2002 – 2004

### **Administrator of Planning & Building/Building Official, City of Belle Glade**

1994 – 2002

### **Owner & Contractor, Acree & Throop Construction**

1994 – 2002

### **Supervisor & Contractor, Acree Construction**

1976 – 1990

Kenneth Throop, BN  
Building & Plumbing Inspector

## Licensee Details

### Licensee Information

Name: **THROOP, KENNETH RAY (Primary Name)**  
 Main Address: **\*Private Address\* \*Private Address\***  
**\*Private Address\***  
**\*Private Address\***  
**\*Private Address\***

License Mailing:

LicenseLocation:

### License Information

License Type: **Standard Inspector**  
 Rank: **Inspector**  
 License Number: **BN7637**  
 Status: **Current,Active**  
 Licensure Date: **02/25/2019**  
 Expires: **11/30/2021**

<b>Special Qualifications</b>	<b>Qualification Effective</b>
<b>Building</b>	<b>02/25/2019</b>
<b>Plumbing</b>	<b>04/10/2019</b>

### Alternate Names

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## JENNA L. KNAPSTEIN CODE ENFORCEMENT OFFICER

Miss. Knapstein has over two (2) years of experience working as a code enforcement officer. She was also in charge of the Outreach Program, supervised multiple code officers. Lastly, she enforced code compliance of the City of Lake Worth and identified violations.

### EDUCATION

Code Enforcement I  
Fundamentals of Code Enforcement

Code Enforcement II  
Administrative Aspects of Code Enforcement

Code Enforcement III  
Legal Aspects of Code Enforcement

Code Enforcement IV  
Officer Safety (Certificate Pending  
University of South Florida

Business Administration  
Seminole State College  
Seeking an AA Degree

Business Administration  
Santa Fe College  
Seeking an AA Degree

High School Diploma  
Lake Region High School

### WORK EXPERIENCE

#### **Code Enforcement Officer C.A.P. Government, Inc.**

2020 – Present

Responded to and investigated complaints from community members. Enforced compliance of the city's ordinances and comprehensive development code. Report writing for case presentations.

#### **Senior Code Enforcement Officer, City of Lake Worth**

2018- 2019

In charge of the Outreach Program. Supervised multiple code officers. Enforce code compliance of the City of Lake Worth and identify violations.

#### **Code Enforcement Officer, City of Largo**

2014- 2018

Responded to and investigated complaints from community members. Determined if a violation exists. Enforced compliance of the city's ordinances and comprehensive development code. Report writing for case presentations. Participated in code enforcement and special magistrate meetings. Cross training with building inspectors and arborist of the city.

Jenna Knapstein  
Code Enforcement Officer

## Required Forms

## EXHIBIT A

### DRUG-FREE WORKPLACE FORM

The undersigned bidder in accordance with Florida Statute 287.087 hereby certifies that

C.A.P. Government, Inc.

does:

(Name of Bidder)

- a. 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.
- b. 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 the drug abuse violations.
- c. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
- d. 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.
- e. 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.
- f. 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 bidder complies fully with the above requirements.



Bidder's Signature

02/17/2021

Date

In the event of a tie bid, bidders with a Drug Free Workplace Program will be given preference. To be considered for the preference, this document must be completed and uploaded to DemandStar.com with your Submittal.

## EXHIBIT B

### BIDDER VERIFICATION FORM

**1. LOCAL PREFERENCE (Check one)**

Local Preference requested:

☐ YES ☒ NO

A copy of the following documents must be included in your submission if you are requesting Local Preference:

- a) Business Tax Receipt
- b) Zoning Compliance Permit

**2. Qualified Small Business and/or Service Disabled Veteran Business Status (Check one)**Is your business qualified, in accordance with the City of Gainesville's Small Business Procurement Program, as a local Small Business? ☐ YES ☒ NOIs your business qualified, in accordance with the City of Gainesville's Small Business Procurement Program, as a local Service-Disabled Veteran Business? ☐ YES ☒ NO**3. Living Wage Compliance**

See Living Wage Decision Tree: (Check one)

☐ Living Wage Ordinance does not apply (check all that apply)☐ Not a covered service☐ Contract does not exceed \$100,000☐ Not a for-profit individual, business entity, corporation, partnership, limited liability company, joint venture, or similar business, who or which employees 50 or more persons, but not including employees of any subsidiaries, affiliates or parent businesses.☐ Located within the City of Gainesville enterprise zone.☒ Living Wage Ordinance applies and the completed Certification of Compliance with Living Wage is included with this bid.

NOTE: If Contractor has stated Living Wage Ordinance does not apply and it is later determined Living Wage Ordinance does apply, Contractor will be required to comply with the provision of the City of Gainesville's living wage requirements, as applicable, without any adjustment to the bid price.

**4. REGISTERED TO DO BUSINESS IN THE STATE OF FLORIDA**Is Bidder registered with Florida Department of State's, Division of Corporations, to do business in the State of Florida? ☒ YES ☐ NO (refer to Part 1, 1.6, last paragraph)If the answer is "YES", provide a copy of SunBiz registration or SunBiz Document Number (# K80212)

If the answer is "NO", please state reason why: \_\_\_\_\_

**5. DIVERSITY AND INCLUSION (Applies to solicitations above \$50,000)**Does your company have a policy on diversity and inclusion? ☒ YES ☐ NO

If yes, please attach a copy of the policy to your submittal.

Note: Possessing a diversity and inclusion policy will have no effect on the City's consideration of your submittal, but is simply requested for information gathering purposes.

C.A.P. Government, Inc.

Bidder's Company Name

Carlos A. Penin, President

Printed Name/Title of Authorized Representative

Signature of Authorized Representative

02/17/2021

Date

*This page must be completed and uploaded to DemandStar.com with your Submittal.*



## DIVERSITY AND INCLUSION POLICY

C.A.P. Government, Inc. (CAP). is committed to fostering, and preserving a culture of diversity, and inclusion.

Our human capital is the most valuable asset we have. The collective sum of the individual differences, life experiences, knowledge, inventiveness, innovation, self-expression, unique capabilities and talent that our employees invest in their work represents a significant part of not only our culture, but our reputation and company's achievement as well.

We embrace and encourage our employees' differences in age, color, disability, ethnicity, family or marital status, gender identity or expression, language, national origin, physical and mental ability, political affiliation, race, religion, sexual orientation, socio-economic status, veteran status, and other characteristics that make our employees unique.

CAP's diversity initiatives are applicable to our practices and policies on recruitment and selection; compensation and benefits; professional development and training; promotions; transfers; layoffs; terminations; and the ongoing development of a work environment that encourages and enforces:

- Respectful communication and cooperation between all employees.
- Teamwork and employee participation, permitting the representation of all groups and employee perspectives.
- Work / life balance through flexible work schedules to accommodate employees' and clients' varying needs.
- Employer and employee contributions to the communities we serve to promote respect.

All CAP employees have a responsibility to always treat others with dignity and respect. All employees are expected to exhibit dignity and respect during work, at work functions on or off the work site and at company sponsored events.

Any employee found to have exhibited any inappropriate conduct or behavior against others may be subject to disciplinary action.

Employees who believe they have been subjected to any kind of discrimination that conflicts with the company's policy stated above, should seek assistance from a Manager or the HR Director.

## EXHIBIT C

### REFERENCE FORM

**Company Name of Bidder:** C.A.P. Government, Inc.

Provide information for three references of similar scope performed within the past three years. You may include photos or other pertinent information.

**#1** Year(s) services provided (For Example: 1/2018 to 12/2019): 1995 - Ongoing

Company Name: City of Aventura

Address: 19200 W Country Club Drive

City, State Zip: Aventura, FL 33180

Contact Name: Mr. Ronald J. Wasson, City Manager

Phone Number: (305) 466-8910 Fax Number: (305) 466-8919

Email Address: rwasson@cityofaventura.com

**#2** Year(s) services provided (For Example: 1/2018 to 12/2019): 2005 - Ongoing

Company Name: City of Weston

Address: 17200 Royal Palm Blvd.

City, State Zip: Weston, FL 33326

Contact Name: Mr. Donald P. Decker, City Manager

Phone Number: (954) 385-2000 Fax Number: (954) 389-2010

Email Address: ddecker@westonfl.org

**#3** Year(s) services provided (For Example: 1/2018 to 12/2019): 2016 - Ongoing

Company Name: Palm Beach County

Address: 2300 N Jog Road

City, State Zip: West Palm Beach, FL 33411

Contact Name: Mr. Doug Wise, Building Director

Phone Number: (561) 233-5101 Fax Number: \_\_\_\_\_

Email Address: dwise@pbcgov.org

*This page must be completed and uploaded to DemandStar.com with your Submittal.*



## REFERENCES



**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](mailto:jwasson@cityofaventura.com)  
**Address:** 19200 W. Country Club Drive, Aventura, FL 33180  
**Dates of Services:** 1995 – Ongoing **(26 Years)**

The City of Aventura has contracted with CAP continuously for more than twenty-five (25) 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  
**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](mailto:dwise@pbcgov.org)  
**Address:** 2300 N Jog Road, West Palm Beach, FL 33411  
**Dates of Service:** 2016 – Ongoing **(5 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.



**Project Description:** Plans Review and Building Inspections Services  
**Entity:** City of Weston  
**Contact:** Mr. Donald P. Decker, City Manager  
**Contact Telephone:** 954.385.2000  
**E-mail:** [ddecker@westonfl.org](mailto:ddecker@westonfl.org)  
**Address:** 17200 Royal Palm Blvd. Weston, FL 33326  
**Dates of Services:** 2005 – Ongoing **(16 Years)**

The City of Weston has contracted with CAP for sixteen (16) 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. CAP provides Permit Technicians and staff to support Document Control.

## EXHIBIT E

### CERTIFICATION OF COMPLIANCE WITH LIVING WAGE

The undersigned hereby agrees to comply with the terms of the Living Wage Ordinance and to pay all covered employees, as defined by City of Gainesville Ordinance 020663 as amended at 030168 (Living Wage Ordinance), during the time they are directly involved in providing covered services under the contract with the City of Gainesville for a living wage of \$12.5962 per hour to covered employees who receive Health Benefits from the undersigned employer and \$13.8462 per hour to covered employees not offered health care benefits by the undersigned employer.

Name of Service Contractor/Subcontractor: C.A.P. Government, Inc.

Address: 343 Almeria Avenue, Coral Gables, FL 33134

Phone Number: (305) 448-1711

Name of Local Contact Person: \_\_\_\_\_

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

Phone  
Number: \_\_\_\_\_

\$ \_\_\_\_\_  
(Amount of Contract)

Carlos A. Penin, PE, President

Printed Name/Title of Authorized Representative



02/17/2021

Signature of Authorized Representative

Date

# Request for Taxpayer Identification Number and Certification

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give Form to the  
requester. Do not  
send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

**C.A.P. Government, Inc.**

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☒ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►

**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ►

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

**343 Almeria Avenue**

6 City, state, and ZIP code

**Coral Gables, FL 33134**

7 List account number(s) here (optional)

Requester's name and address (optional)

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

**Social security number**

\_\_\_\_ - \_\_\_\_ - \_\_\_\_

or

**Employer identification number**

6 5 - 0 1 2 1 5 9 4

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign  
Here

Signature of  
U.S. person ►

Date ►

1/07/2021

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

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

**CITY OF WEST PALM BEACH**  
2020 to 2021 BUSINESS RECEIPT

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


CONSTRUCTION PLAN REVIEW  
CONTRACTED REVIEWERS  
OFFICE  
PLAN REVIEW

0000041595  
C A P GOVERNMENT INC  
1910 N FLORIDA MANGO RD

BUS. TAX ID.	CATEGORY	DESCRIPTION	FEE
79613	238998	CONSTRUCTION RELATED SERVICES	86.81
<b>TOTAL</b>			86.81
<b>** PAID</b>			86.81
<b>** BAL **</b>			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.

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

**\*\*LOCATED AT\*\***  
1910 North FLORIDA MANGO RD  
WEST PALM BEACH, FL 33401

TYPE OF BUSINESS	OWNER	CERTIFICATION #	RECEIPT #/DATE PAID	AMT PAID	BILL #
56-0001 ADMINISTRATIVE OFFICE	C.A.P. GOVERNMENT INC		B21.146946 - 11/16/20	\$37.95	B40162239

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

**STATE OF FLORIDA  
PALM BEACH COUNTY  
2020/2021 LOCAL BUSINESS TAX RECEIPT**

**LBTR Number: 2016092908  
EXPIRES: SEPTEMBER 30, 2021**

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

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.

**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



**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

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

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](http://www.miamidade.gov/taxcollector)



# *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, 2021, that its most recent annual report/uniform business report was filed on January 7, 2021, 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 Seventh day of January, 2021*



*Ronald R. De*  
**Secretary of State**

Tracking Number: 2674642538CC

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

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