



## The City of Coral Gables

### *Procurement Division*

2800 S.W. 72ND AVENUE  
MIAMI, FLORIDA 33155

September 23, 2026

All Responding Proposers (See Distribution List)

SUBJECT: RFP 2026-23 Fire Plan Review Services

Dear Proposers:

The evaluation of the proposals submitted in response to the above cited solicitation is complete. The City Manager has recommended an award as shown in the attached document.

This notice is provided in accordance with Section 2-910 (c) of the Code of the City of Coral Gables. Our provision of this notice also serves to confirm the lifting of the Cone of Silence from this procurement action as dictated by Section 2-1027 (4)(b) of the same City Code.

Thank you for your participation in this competition. If you have any questions please contact Neivy Garcia, Procurement Specialist at 305-460-5121 or [ngarcia2@coralgables.com](mailto:ngarcia2@coralgables.com).

Sincerely,

Celeste S.

Digitally signed by Celeste  
S. Walker-Harmon

Walker-Harmon

Date: 2026.09.23 16:08:23  
0400

Celeste S. Walker-Harmon  
Chief Procurement Officer

Attachment: Award Recommendation

Distribution List of Proposers:  
C.A.P Government, Inc.  
Cindy Taffel  
Fire Code Pro Inc

## CITY OF CORAL GABLES

### -MEMORANDUM-

**TO:** Honorable Mayor and  
Members of the City Commission

**Date:** September 23, 2026

**FROM:** Peter J. Iglesias, P.E.  
City Manager

Peter J.  
Iglesias

Digitally signed  
by Peter J. Iglesias  
Date: 2026.09.23  
09:32:23 -04'00'

**SUBJECT:** Award Recommendation  
RFP 2026-023 Fire Plan Review Services

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At the next available City Commission Meeting an award recommendation for RFP 2026-023 Fire Plan Review Services will be included on the agenda. This memorandum serves to notify you that in accordance with Section 2-763 of the City Code entitled "Contract Award", my recommendation to the City Commission for award of the subject RFP is as follows:

- 1) Accept the recommendation of the Chief Procurement Officer to award the RFP and authorize negotiations with Fire Code Pro, Inc., the highest ranked responsive and responsible proposer.
- 2) Should negotiations fail with the top-ranked proposer, negotiations may commence with the next highest ranked responsive-responsible proposer, C.A.P. Government, Inc., if determined to be in the best interest of the city, until a satisfactory agreement and contract amount that is fair, competitive, and reasonable is reached.
- 3) Reaffirm the City's right to pursue alternative courses of action.

On July 7, 2026, the Procurement Division of Finance formally advertised, issued, and distributed Plan Review Services, Request for Proposals (RFP) 2026-023. Two hundred and eighty-nine (289) prospective proposers were notified of the RFP package from INFOR, the City's web-based e-procurement system.

The project was issued to identify a qualified and licensed Fire Plans Reviewer to provide professional plan review services for the Fire Department. The Plans Reviewer will act as an independent contractor responsible for reviewing construction documents, plans, and specifications for compliance with applicable fire and life safety requirements.

On August 10, 2026, three (3) firms responded in response to the RFP: C.A.P. Government, Inc., Cindy Taffel, and Fire Code Pro, Inc.

The responses were reviewed by the Procurement Division in order to determine responsiveness to the requirements of the RFP. During the responsiveness review, it was determined by Procurement, after consulting with the City Attorney's Office that Cindy Taffel, was deemed non-responsive based on their failure to provide the required pricing and inability to fulfill the scope of the RFP. The Procurement Division finalized its' due diligence process and confirmed that C.A.P. Government, Inc. and Fire Code Pro, Inc. were deemed to be responsive to the requirements of the RFP and responsible proposers.

On September 22, 2026, the Evaluation Committee convened to evaluate the two (2) responsive and responsible proposals and ranked the firms in the following order of preference: Fire Code Pro, Inc. (first ranked), and C.A.P. Government, Inc. (second ranked). The Evaluation Committee

determined that Fire Code Pro, Inc., was the highest ranked responsive-responsible proposer to provide the requested services.

The Evaluation Committee further recommended that should negotiations fail with Fire Code Pro, Inc., negotiations could be conducted with the next ranked firm, C.A.P. Government, Inc.

After successful negotiations, a Professional Services Agreement will be executed. A more detailed description of the RFP, proposal response and evaluation results will be provided to you as part of the agenda package.

Please contact me should you have any questions.

Copy:

Cristina M. Suárez, City Attorney

Billy Y. Urquia, City Clerk

Marcos De La Rosa, Fire Department Chief

Diana M. Gomez, Finance Director

Celeste S. Walker-Harmon, Chief Procurement Officer



## Totals Composite Report

### RFP2026-023 Plan Review Services

Meeting Date: 9/22/2026

| Criteria                                                                                                                                                                                                                                                                                   | Max Points per Evaluator | Total Max Points | C.A.P. Government, Inc. | Fire Code Pro, Inc. |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|------------------|-------------------------|---------------------|
| <b>Experience and Qualifications</b>                                                                                                                                                                                                                                                       |                          | <b>140</b>       | <b>130</b>              | <b>132</b>          |
| Proposer's qualifications including, but not limited to, company history and description, number of years in business, size, number of employees, office location where work is to be performed, licenses/certifications, credentials, capabilities and capacity to meet the City's needs. | 10                       | 40               | 40                      | 36                  |
| Proposer's relevant knowledge and experience in providing the services described in the "Scope of Services" to agencies similar in size to the City of Coral Gables.                                                                                                                       | 10                       | 40               | 32                      | 37                  |
| Proposer's relevant knowledge and experience working with municipal permitting systems and electronic plan review platforms.                                                                                                                                                               | 5                        | 20               | 19                      | 20                  |
| Qualifications and experience of all proposed key personnel to include certifications with recognized fire protection credentials such as NICET Fire Protection Systems Certification, NFPA Certified Fire Protection Specialist (CFPS), or Fire Protection Engineering.                   | 10                       | 40               | 39                      | 39                  |
| <b>Proposed Approach and Methodology</b>                                                                                                                                                                                                                                                   |                          | <b>100</b>       | <b>90</b>               | <b>98</b>           |
| Proposer's overall detailed understanding, approach and                                                                                                                                                                                                                                    | 10                       | 40               | 39                      | 40                  |

| Criteria                                                                                                                                                                                                                                                                                                                                                                      | Max Points per Evaluator | Total Max Points | C.A.P. Government, Inc. | Fire Code Pro, Inc. |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|------------------|-------------------------|---------------------|
| methodology to perform the services solicited herein. Understanding of the RFP scope and requirements, implementation plan, strategies for assuring assigned work is completed on time, communication with City staff, and Proposer's intent to work with the City positively and innovatively in providing the services outlined in this RFP.                                |                          |                  |                         |                     |
| Proposer's capabilities and competency, including but not limited to: Experience performing fire protection plan review, fire protection engineering, or fire prevention code enforcement and demonstrate experience in fire protection system plan review, including fire sprinkler systems, fire alarm systems, standpipes, fire pumps, and underground fire service mains. | 10                       | 40               | 35                      | 39                  |
| Proposer's capabilities and competency, including but not limited to: Knowledge and experience applying the Florida Fire Prevention Code, Florida Building Code, and applicable NFPA standards, including but not limited to NFPA 1, 13, 14, 20, 24, 25, 72, and 101.                                                                                                         | 5                        | 20               | 16                      | 19                  |
| <b>Performance and References</b>                                                                                                                                                                                                                                                                                                                                             |                          | <b>80</b>        | <b>69</b>               | <b>79</b>           |
| Proposer's three (3) references , similar in size to the City of Coral Gables, for which Proposer has provided the services described in the RFP AND all contracts for which the Proposer as performed (past and present) as a PRIME for the City of Coral Gables                                                                                                             | 10                       | 40               | 34                      | 40                  |
| List with contact information of all clients in the last ten (10) years, and include if any, that have discontinued use of Proposer's services within the past two (2) years and indicate the reasons for the same. Additionally, any documentation related to performance issues of the current or past contracts to include any                                             | 5                        | 20               | 15                      | 19                  |

| Criteria                                                                                                                                                                                                                                                                                                                          | Max Points per Evaluator | Total Max Points | C.A.P. Government, Inc. | Fire Code Pro, Inc. |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|------------------|-------------------------|---------------------|
| non-performance reports or notices to cure.                                                                                                                                                                                                                                                                                       |                          |                  |                         |                     |
| Incidents within the last five (5) years where (a) a civil, criminal, administrative, other similar proceeding was filed or is pending, if such proceeding arises from or is a dispute concerning the Proposer's rights, remedies or duties under a contract for the same or similar type services to be provided under this RFP. | 5                        | 20               | 20                      | 20                  |
| <b>Agreement Exceptions</b>                                                                                                                                                                                                                                                                                                       |                          | <b>20</b>        | <b>20</b>               | <b>20</b>           |
| Exceptions made by the proposer to the conditions listed in the agreement for the services.                                                                                                                                                                                                                                       | 5                        | 20               | 20                      | 20                  |
| <b>Overall Cost</b>                                                                                                                                                                                                                                                                                                               |                          | <b>60</b>        | <b>49</b>               | <b>56</b>           |
| Proposed pricing as submitted in INFOR.                                                                                                                                                                                                                                                                                           | 15                       | 60               | 49                      | 56                  |
| <b>Total Points</b>                                                                                                                                                                                                                                                                                                               |                          | <b>400</b>       | <b>358</b>              | <b>385</b>          |
| <b>Ranking</b>                                                                                                                                                                                                                                                                                                                    |                          |                  | <b>2</b>                | <b>1</b>            |

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