



**City of Coral Gables  
CITY COMMISSION MEETING  
January 14, 2025**

**ITEM TITLE:**

A Resolution accepting the recommendation of the Chief Procurement Officer to award the Tree Replacement Project contract to Margarita's Gardens, Inc., the most responsive and responsible bidder, pursuant to Section 2-763 of the Procurement Code entitled "Contract Award" and Invitation for Bids (IFB) 2024-048.

**DEPARTMENT HEAD RECOMMENDATION:**

Approval.

**BRIEF HISTORY:**

The purpose of this IFB is to contract with a qualified and experienced bidder to furnish all labor, materials, equipment, services, permits, and incidentals necessary to install plant materials at various public right of way sites throughout the City.

On November 1, 2024, the Procurement Division of Finance formally advertised, issued and distributed IFB 2024-048 Tree Replacement Project. One hundred twenty-four (124) prospective bidders were notified through INFOR, the City's web-based e-Procurement system.

Four (4) bids were received on November 25, 2024, in response to the IFB: Coco Tree Service Corp., Margarita's Gardens, Inc., SFM Landscape Services, LLC, and Superior Landscaping & Lawn Service, Inc.

The responses were reviewed by the Procurement Division to determine responsiveness to the requirements of the IFB. The Procurement Division finalized its due diligence process and confirmed that Margarita's Gardens, Inc., is both responsive to the requirements of the IFB and a responsible bidder.

The Public Works Department concurs with the Chief Procurement Officer's recommendation to award Tree Replacement Project contract to Margarita's Gardens, Inc., in the total amount not to exceed the available budget.

Section 2-585 of the Procurement Code, entitled "Authority" authorizes the City Manager to delegate authority to the Chief Procurement Officer to administer and make recommendations on contract awards.

**FINANCIAL INFORMATION:**

No.	Amount	Account No.	Source of Funds
1.	\$114,505.00	310-1606-572-6350	General Capital Improvement
<b>Total:</b>	<b>\$114, 505.00</b>		

**Fiscal Impact:**

Funds come from the yearly tree succession project or tree trust fund account. No additional fiscal impact.

**ATTACHMENT(S):**

**1. Resolution**