



**City of Coral Gables  
CITY COMMISSION MEETING  
August 27, 2024**

**ITEM TITLE:**

A resolution accepting the recommendation to waive the competitive bid process of the procurement code as a Special Procurement/Bid Waiver for the continuation of professional services with Bricks 4 Kidz for Lego and robotics related programming, and camp services at the War Memorial Youth Center, pursuant to Section 2-691 of the City’s Procurement Code.

**DEPARTMENT HEAD RECOMMENDATION:**

Approval.

**BRIEF HISTORY:**

As a result of Covid-19, the original Lego and robotics program was suspended resulting in the vendor who provided the contracted services to be displaced. In 2022 at the request from the public, staff contacted the formerly contracted vendor and initiated programming through the use of a Professional Service Agreement using Procurement Code, Section 2-607(24) within the \$25,000 threshold for approval of the Procurement Officer.

In the last year, the community demand for these Lego and robotics services increased to providing more classes and camps as a result of the programs popularity and high quality programming services rendered. The program currently serves more than 100 children at the War Memorial Youth Center.

The Community Recreation Department recommends continuing with this contracted Lego and robotics vendor for programming services in order to provide continuity of operations and high-level services through the fall/winter 2024 programming season, which will allow for a formal RTQ process to be initiated.

Approval of the competitive bid waiver will allow for an increase to the existing PSA with Bricks 4 Kidz and the continuation of existing contracted Lego and robotics services to the community and patrons of the War Memorial Youth Center.

Section 2-691 of the Procurement Code entitled “Special Procurement/Bid Waiver” authorizes the Chief Procurement Officer to initiate a special procurement/bid waiver when an unusual or unique situation exists that makes the application of all requirements of competitive sealed bidding or competitive sealed proposal contrary to the public interest.

**FINANCIAL INFORMATION:**

No.	Amount	Account No.	Source of Funds
1.	Additional \$50,000 into PSA for this fiscal year	001-6050-572-3103	Operating budget for Division 6050
2.			
<b>Total:</b>	<b>\$75,000</b>		

**Fiscal Impact:**

The additional requested amount will increase the current PSA from 25,000 to 75,000 and be funded from the budgeted operating funds allocated to the War Memorial Youth Center.

The new contract will not result in an additional funding request as the funds to pay the contractor are collected in the form of fees from the participant and a revenue split is conducted between the city and contractor for services performed. Fee/revenue split breakdown: 100% of fees are collected from the participant, 30% are retained by the city in the form of revenues and 70% are paid out to the contractor for services performed from the budgeted operating funds.

**ATTACHMENT(S):****1. Resolution**