



**City of Coral Gables  
CITY COMMISSION MEETING  
APRIL 28, 2009**

**ITEM TITLE:**

Resolution of the City of Coral Gables authorizing the award of the Drama/Theater Professional Services contract to Miami Children's Theater pursuant to Section 2-828 of the Procurement Code and Request for Proposal (RFP) 2009.01.21. Further authorizing the City Manager to execute a two (2) year contract with an option to renew for (3) additional one (1) year periods.

**RECOMMENDATION OF THE CITY MANAGER:**

It is recommended that the City Commission accept the recommendation of the Chief Procurement Officer pursuant to Section 2-828 of the Procurement Code and Request for Proposal (RFP) 2009.01.21 to award the Drama/Theater Professional Service Contract to Miami Children's Theater. Further authorizing the City Manager to execute a two (2) year contract with an option to renew for (3) additional one (1) year periods.

**BRIEF HISTORY:**

On January 30, 2009, the Procurement Division of Finance formally advertised, issued and distributed the Drama/Theater Professional Project Request for Proposals (RFP) No. 2009.01.21 to nine (9) companies.

On March 5, 2009, two (2) proposal responses were received; Miami Children's Theater and Broadway Musical Theater.

On March 6, 2009, the Selection Committee consisting of three (3) members completed their evaluation based on Qualifications (including degrees, licenses and certifications), Program Proposal, Resources and Labor, Business History, References and Cost of Providing Services.

The proposal provides revenue to the City of 35% from total gross drama/theater revenue, including all monies received from all related drama/theater services provided by the Professional.

**LEGISLATIVE ACTION:**

Date:	Resolution/Ordinance No.	Comments

**ADVISORY BOARD/SELECTION COMMITTEE RECOMMENDATION(S):**

Date	Board/Committee	Comments (if any)
03/30/09	Catherine J. Calves	Both programs provide a high quality of service to the program participants and to the community. Would like to see the selected organization have the request of adult programming at some level t/b/d in negotiations with youth center leadership.
03/30/09	Jennifer Vellenger	Miami Children's long standing & appropriate staffing, process appropriate to children. Broadway Musical unclear on personnel issues/structure with staff. Product Driven exclusively.
03/30/09	Robin Simons	Both programs presented excellent proposal. The Miami Children's program seems best suited to the fit of the RFP.

AGENDA ITEM NO. \_\_\_\_\_

**FINANCIAL INFORMATION: (If Applicable)**

No.	Amount	Account No.	Source of Funds
1.			
Total:		APPROVED BY:	

**PUBLIC NOTIFICATION(S):**

Date	Form of Notification
January 30, 2009	Miami Daily Business Review (Legal Notification of Solicitation)
January 30, 2009	Procurement Bulletin Board
January 30, 2009	City's Internet Bid Page
January 30, 2009	City Hall Bulletin Board

**APPROVED BY:**

Department Director	City Attorney (If Applicable)	City Manager
		

**ATTACHMENT(S):**

1. Draft Resolution
2. Tabulation Forms
3. Request for Proposal No. 2009.01.21