



City of Coral Gables  
CITY COMMISSION MEETING  
OCTOBER 24, 2023

**ITEM TITLE:**

A RESOLUTION OF THE CITY COMMISSION AUTHORIZING A BID WAIVER FOR HOLIDAY DECORATIONS ON MIRACLE MILE AND GIRALDA PLAZA PURSUANT TO SECTION 2-691 OF THE CITY'S PROCUREMENT CODE AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH THE CHRISTMAS PALACE FOR CUSTOM DECORATIONS FOR A PERIOD OF THREE YEARS.

**BRIEF HISTORY:**

Miracle Mile and Giralda Plaza are the city's main streets for shopping and dining. The city wishes to decorate both main streets for the upcoming holiday season. Due to the subjective nature of decorations, the timing of the decision package budget approval and the approaching holiday season, a request for proposal could not be conducted in a timely manner. Staff is respectfully requesting a bid waiver. Staff have done their due diligence by securing five quotes and recommend selecting the Christmas Palace as the vendor. Some of the decorations will be custom-made for the city and require a contract for a period of three years.

Please see the breakdown of the proposed contractual costs below:

FY24: \$85,125\* + \$61,875= \$150,000

FY25: \$85,125\*

FY26: \$85,125\*

\*Custom items require a three-year contract for \$85,125 each year (hanging ornaments and stars).

**ATTACHMENT(S):**

1. Resolution
2. Bid waiver form
3. Summary of quotes

**FINANCIAL INFORMATION:**

No.	Amount	Account No.	Source of Funds
1.	\$147,000	001-6900-552-4833	FY24-195 Downtown Holiday Decor
2.	\$85,125	001-6900-552-4833	FY24-195 Downtown Holiday Decor
3.	\$85,125	001-6900-552-4833	FY24-195 Downtown Holiday Decor
Total:	\$317,250		

**Fiscal Impact:**

Through decision package FY24-195, the Commission has approved a budget of \$150,000 for holiday decorations for each of the following fiscal years: FY24, FY25 and FY26.

Please see the breakdown of the proposed contractual costs below by year:

FY24: \$85,125\* + \$61,875= \$147,000

FY25: \$85,125\*

FY26: \$85,125\*

\*Custom items require a three-year contract for \$85,125 each year (hanging ornaments and stars).

