



City of Coral Gables
CITY COMMISSION MEETING
OCTOBER 28, 2025

ITEM TITLE:

A resolution accepting the recommendation of the Chief Procurement Officer to award RFP 2025-016 Theater Programming Services to Evolve Theatre Company, the recommended responsive and responsible proposer, pursuant to Section 2-763 of the Procurement Code entitled "Contract Award" and Request for Proposal (RFP) 2025-016.

BRIEF HISTORY:

The purpose of this RFP is to establish a contract with a qualified and experienced professional company ("Proposer") to provide Management Services for the Theater/ Drama Program.

On August 1, 2025, the Procurement Division of Finance formally advertised, issued, and distributed Request for Proposals (RFP) 2025-016 Theater Programming Services. Forty-four (44) prospective proposers were notified by INFOR, the City's web-based e-Procurement system

On September 5, 2025, two (2) proposers submitted proposals in response to the RFP: Area Stage, Inc., and Evolve Theatre Company.

The responses were reviewed by the Procurement Division in order to determine responsiveness to the requirements of the RFP. During the review, it was determined by Procurement, after consulting with the City Attorney's office, that Area Stage, Inc., would be deemed non-responsive based on their failure to submit a comprehensive proposal response that could be evaluated.

On September 24, 2025, the Evaluation Committee convened to evaluate the one (1) responsive and responsible proposal. The Evaluation Committee recommended that the City negotiate with Evolve Theatre Company to provide the requested services.

The Chief Procurement Officer recommends accepting the Evaluation Committee's recommendation to award and negotiate an agreement with Evolve Theatre Company for RFP 2025-016 Theater Programming Services for an initial period of three (3) years with the option to renew for two (2) additional one (1) year period exercisable at the option of the City Manager in an amount not to exceed the available budget.

ATTACHMENT(S):

FINANCIAL INFORMATION:

No.	Amount	Account No.	Source of Funds
1.	\$100,000.00	001-6050-572-3122	General Fund
Total:	\$100,000.00		

Fiscal Impact:

The fiscal impact of this Theater Programming Services is minimal, as the Youth Center will be receiving 30% of collected revenues. Maintenance for the assigned classroom space is accounted for within the Youth Centers current budget.

BUSINES IMPACT:

Not applicable