



**City of Coral Gables**  
**CITY COMMISSION MEETING**  
**September 8, 2015**

**ITEM TITLE:**

An Ordinance of the Coral Gables City Commission Amending the City Code, Chapter 2, entitled "Administration," Article XIII entitled "Procurement Code" by amending Section 2-766, Competitive sealed bidding (formal bids), to provide for the consideration of other factors, in addition to price, when determining the lowest responsive and responsible bidder; providing for severability, repealer and effective date.

**DEPARTMENT HEAD RECOMMENDATION:**

Approval.

**BRIEF HISTORY:**

The Procurement Division of Finance has initiated a process of reviewing the Procurement Code with the goal of making needed updates to improve procurement outcomes and operational efficiencies of the City's Procurement System. Procurement will be periodically submitting to the City Commission proposed amendments to the Procurement Code for your consideration that will address areas that need to be improved and updated.

This proposed amendment to the Procurement Code concerns the competitive bid procedures contained in Section 2-766. Competitive Sealed Bidding (Formal Bids). The amendment is recommended to provide for the consideration of other factors, in addition to price, when determining the lowest responsive and responsible bidder. In this proposed amendment, Procurement is recommending the following highlighted addition to subsection (h) Bid Evaluation:

(h) Bid evaluation. The chief procurement officer shall recommend to the city manager the lowest responsive and responsible bidder whose bid meets the requirements set forth in the invitation for bids. **The chief procurement officer shall consider other factors, in addition to price, when determining the lowest responsive and responsible bidder. These factors include, but shall not be limited to:**

1. **The ability, capacity, equipment and skill of the bidder to perform the contract.**
2. **Whether the bidder can perform the contract within the time specified, without delay or interference.**
3. **The character, integrity, reputation, judgment, experience, efficiency and litigation history of the bidder.**
4. **The quality of performance on previous contract(s).**
5. **The previous and existing compliance by the bidder with laws and ordinances relating to the contract.**
6. **The sufficiency of the bidder's financial resources to perform the contract or to provide the service.**
7. **The quality, availability and adaptability of the supplies or contractual services to the particular use required.**
8. **The ability of the bidder to provide future maintenance and service and the financial impact upon the City to receive such future maintenance and service.**
9. **The number and scope of conditions attached to the bid.**

The City Attorney has approved this amendment to the Procurement Code as to legal form and sufficiency.

**APPROVED BY:**

Department Director	City Attorney	City Manager

**ATTACHMENT(S):**

1. Draft Ordinance