

CITY OF CORAL GABLES

-MEMORANDUM-

TO: Honorable Mayor and
Members of the City Commission

Date: March 17, 2025

FROM: Alberto N. Parjus.
City Manager

SUBJECT: Award Recommendation
RFP 2024-041 Consulting Services for
Special Assessment District Plan

At the next available City Commission Meeting an award recommendation for RFP 2024-041 Consulting Services for Special Assessment District Plan will be included on the agenda. This memorandum serves to notify you that in accordance with Section 2-763 of the City Code entitled "Contract Award", my recommendation to the City Commission for award of the subject RFP is as follows:

- 1) Accept the recommendation of the Chief Procurement Officer to award the RFP and authorize negotiations with Progressive Urban Management Associates, Inc., the highest ranked responsive and responsible proposer.
- 2) Should negotiations fail with the top-ranked proposer, negotiations may commence with the next highest ranked responsive-responsible proposer Centro, Inc., if determined to be in the best interest of the city, until a satisfactory agreement and contract amount that is fair, competitive, and reasonable is reached.
- 3) Reaffirm the City's right to pursue alternative courses of action.

On December 6, 2024, the Procurement Division of Finance formally advertised, issued, and distributed Consulting Services for Special Assessment District Plan, Request for Proposals (RFP) 2024-041. One hundred and thirty-two (132) prospective proposers were notified of the RFP package from INFOR, the City's web-based e-procurement system.

On January 31, 2025, two (2) firms responded in response to the RFP: Centro, Inc. and Progressive Urban Management Associates, Inc.

The responses were reviewed by the Procurement Division in order to determine responsiveness to the requirements of the RFP. Centro, Inc. and Progressive Urban Management Associates, Inc. were both deemed to be responsive to the requirements of the RFP and responsible.

On March 7, 2025, the Evaluation Committee convened to evaluate the two (2) responsive and responsible proposals and ranked the firms in the following order of preference: Progressive Urban Management Associates, Inc. (first ranked), and Centro, Inc. (second ranked). The Evaluation Committee determined that Progressive Urban Management Associates, Inc., was the highest ranked responsive-responsible proposer to provide the requested services.

The Evaluation Committee further recommended that should negotiations fail with Progressive Urban Management Associates, Inc., negotiations could be conducted with the next ranked firm, Centro, Inc..

After successful negotiations, a Professional Services Agreement will be executed. A more detailed description of the RFP, proposal response and evaluation results will be provided to you as part of the agenda package.

Please contact me should you have any questions.

Copy:

Cristina M. Suárez, City Attorney

Billy Y. Urquia, City Clerk

Alberto N. Parjus, Deputy City Manager

Carolina Vester, Assistant City Manager

Belkys Perez, Economic Development Director

Diana M. Gomez, Finance Director

Celeste S. Walker-Harmon, Chief Procurement Officer