



CITY OF CORAL GABLES

405 Biltmore Way
Coral Gables, FL 33134
(305) 460-5102

Finance Department / Procurement Division
Request for Special Procurements/Bid Waiver
(Not to exceed \$100,000 for supplies and services, \$25,000 for construction)

Section 2-691 The City Manager shall be authorized to grant special procurements/bid waivers for supplies and services in the amount not to exceed \$100,000 and on construction contracts not to exceed \$25,000 subject to public notice requirements in accordance with administrative regulations. All other contracts shall be made only when authorized by the city commission upon the written recommendations of the City Manager.

Special Notice: All purchase orders and work orders issued via a bid waiver MUST include the following statement: All work performed for the services outlined in the associated proposal or purchase order must be in compliance with all rules, regulations and laws of the City of Coral Gables, Miami-Dade County, the State of Florida and the Federal Government. Lack of knowledge by the contractor shall in no way be cause for relief from responsibility.

Contract ID: YES NO PSA Required: Chief Procurement Officer

Table with 5 columns: PART I: Department/Vendor Information, Division/Department, Dept. Contact, Requisition No., Suggested Vendor, Service/Item Description, Value.

PART II: Explanation (Supporting documentation must be attached)

Special/Bid Waiver Procurement

The form must be routed for approval in the order in which approvers appear below.

Department Head Signature

Date

City Manager or Designee

Date

City Attorney's Office (if applicable)

Date

Risk Management (if applicable)

Date

NOTE: If a PSA is marked a required for this action then an agreement must be attached and routed for approval by the City Attorney's Office & Risk Management.

## PROPOSAL

Date: March 12, 2026

To: Lis Ferrer  
Coral Gables Public Works Dept.  
City of Coral Gables

Project: Coral Gables City Country Club Recertification Repairs  
Tower Roof Repairs and AC Screen Panels

Scope: CG Country Club-Tower Roof Project. Work Scope modified from original plans by Wood, Odonnel and Naccarato dated 05/14/24. S0, S01, S02, S1.1, S1.4, S2.01, S3.01, S3.02, S3.03 & S3.04.

We are pleased to submit this proposal to furnish labor, materials and services for the following:

- General Conditions (Supervision, equipment, safety, etc.)
- Shop drawings/engineering for trusses, steel work scope and shoring columns
- Furnish and install new Tower roof trusses as per plan sheet S2.01, S3.01, 3.02, S3.03
- Furnish and install new roof sheathing, fascia and roof tile to match existing
- Remove and reinstall column stone cladding
- Stucco wall sections from flashing and roof
- Paint wall tower roof wall areas to match existing
- Repair wood roof rafters with epoxy wood putty East tower as explained in plan
- Zinc coat existing metal roof brackets with anti corrosive
- Custom fabrication of wall-attached brackets and anchors for screen structural panels
- Furnish and install new AC fence screens as per plan-McNichols Perf Metal Screen Systems
- Removal of shoring frames, scaffolding, utilities and equipment
- Debris removal and clean up area

For the lump sum of **\$174,933.00**

Lump sum does not include permits fees, afterhours work, work phases, remobilization, column/concrete repairs, landscape restore, special inspections and any unforeseen work not indicated above. Engineer to determine structural repairs.

Respectfully submitted for your consideration.



Jose Gavarrete  
Gavarrete Inc.  
General Contractors





Finance Department / Procurement Division  
Request for Emergency Purchase

(Not to exceed \$100,000 for supplies and services or \$25,000 for construction)

Section 2-690 The City Manager, or other City official as designated by administrative regulation may make or authorize others to make emergency procurements of supplies, services or construction when there exists an immediate threat to public health, welfare, or safety or to prevent or minimize serious disruption of government services; provided that such emergency procurements shall be made with such competition as is practicable under the circumstances.

PART I: Department/Vendor Information

Department	Public Works	Contact	Lis Ferrer	Requisition No.	
Vendor	GAVARRETE INC.	Purchase Description	CGCC Emergency repairs	Price	\$170,600

PART II: Justification (Supporting documentation must be included/attached)

Emergency Procurement	<p>This emergency request is to implement urgent repairs at the CGCC due to damages to the towers and roof by rains during hurricane season. The demolition portion of the effort was initially quoted by Gavarrete in the amount of \$16,460.00 for immediate Action. The tower and roof repair portion of the job was extracted from a larger project included in invitation for bid IFB 2024-039 published August 27th, 2024 with Bid Due Date extended to October 14th, which resulted in NO BIDS. Procurement Bid Log attached.</p> <p>The due date was extended for lack of apparent interest by Certified General Contractors and the formal IFB resulted in NO BIDS. Therefore it is necessary to proceed with an emergency request due to the urgent nature of the required repairs.</p> <p>For the Emergency Purchase, a Quote was requested to seven (7) contractors for the limited scope of work for tower and roof repairs. The response was: Four (4) Statements of No Bid and One (1) responsive Bid by Gavarrete Inc in the amount of \$154,140. Tabulation attached.</p> <p>It will be in the best interest of the city to have Gavarrete Inc. do the repair work in CGCC for having knowledge of the Facility and proven responsibility.</p>
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Special Note: The justification must include a basis for the emergency and the selection of the particular contractor for the purchase.

Hermes Diaz  
Digitally signed by Hermes Diaz  
Date: 2024.11.06 09:05:29 -05'00'

Department Head

Jose (Joe) Gomez  
Digitally signed by Jose (Joe) Gomez  
Date: 2024.12.04 15:28:33 -05'00'

City Manager or Designee



## PROPOSAL

Date: October 14, 2024

To: Ralph Rodriguez  
Coral Gables Public Works Dept.  
City of Coral Gables

Project: Coral Gables Country Club Tower Repairs  
Emergency Removal of Fallen Roof Structure at Café Tower  
Coral Gables, Florida

Scope: CG Country Club Tower Roof Removal due to wood rot and water damage causing collapse as specified in site meeting. Remove entire roofing structure, tiles, trusses, wire mesh, plaster and wood members

We are pleased to submit this proposal to furnish labor, materials and services for the following:

- General Conditions (Supervision, mobilization, dust control, roof coverings, safety, etc.)
- Remove collapsed sections on tower ceiling as specified same day of tower roof
- Remobilize to set up equipment and scaffolding to prepare removal of rotten wood
- Delivery of boom lift equipment for reach and clearance of side roof areas
- Demolition of stucco cement ceiling, wood truss, roof tiles, wood ledgers and cement
- Removal of loose concrete particles at Café side tower roof
- Remove floor and roof coverings/protection
- Debris removal and clean up

For the lump sum of \$16,460.00 + \$154,140 (scope attached) = \$170,600.

Lump sum does not include permits, afterhours work, drawings, special inspections and any unforeseen work not indicated above.

Respectfully submitted for your consideration.

Jose Gavarrete  
Gavarrete Inc.  
General Contractors



## QUOTE TABULATION FORM

Department: \_\_\_\_\_

Vendor Number: \_\_\_\_\_ Vendor Name: \_\_\_\_\_

Line #	Description	Quantity	Line Total
1			
2			
3			
4			
5			
6			
		Quote Total	

	<u>Vendor Name</u>	<u>Quote Total</u>
Vendor 1		
Vendor 2		
Vendor 3		
Vendor 4		
Vendor 5		

Requested By: \_\_\_\_\_

Date: \_\_\_\_\_

**BID PRICING SHEET**  
**CORAL GABLES COUNTRY CLUB RECERTIFICATION REPAIRS**  
**SOLICITATION CLOSING DATE:**

This solicitation will be awarded to the lowest responsive, responsible bidder, who bids on all items, and whose bid offers the lowest total price when all items are added in the aggregate. Failure to bid on all items may render your bid as non-responsive. The City in it's sole discretion will determine if the pricing received is reasonable and if it is in the best interest of the City to move forward with the award.

**VENDOR:** GAVARRETE INC

**FEIN:** 59-1972778

Item No	Description	Unit of Measure	Unit Price
1	General Conditions (Provide breakdown separately)	Lump Sum	\$30,020.00
2	Mobilization	Lump Sum	\$28,820.00
3	Structural Work Shoring Design and Installation	Lump Sum	\$4,000.00
4	Structural Work Items on Drawing S1.04	Lump Sum	\$18,848.00
5	Structural Work Wind pressure calculations	Lump Sum	\$4,000.00
6	Structural Work Roof and A/C Unit Screen framing Drawings: S2.01, S3.01, S3.02, S3.03	Lump Sum	\$49,592.00
7	Structural Work Tower repairs Drawing S3.04	Lump Sum	\$18,860.00
<b>TOTAL AMOUNT OF BID (LINE ITEMS 1 TO 7)</b>			<b>\$154,140.00</b>

*Coral Gables Buy American Preference Acknowledgement. Please acknowledge if you are asserting you qualify. Yes  No  Please refer to Procurement Code Sec. 2-699(Ord. No. 2016-30, § 2(2-780), 5/24-2016) Documentation supporting the assertion that a product is American manufactured, assembled or*

Authorized Signature:  Title: PRESIDENT

Print/Type Name: JOSE GAVARRETE Phone: 3054439404

E-mail: GAVARRETEINC@GMAIL.COM Fax: 3054439440

Address: 4872 SW 72 AVE City: MIAMI State: FL

THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF THE BIDDER TO BE BOUND BY THE TERMS OF ITS BID. FAILURE TO SIGN THIS BID PRICE FORM WHERE INDICATED ABOVE BY AN AUTHORIZED REPRESENTATIVE OR PROVIDE THE FORM AS PRESENTED MAY RENDER THE BIDDER NON-RESPONSIVE.





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PART I: Department/Vendor Information

Table with 6 columns: Department, Public Works, Contact, Lis Ferrer, Requisition No., Vendor, GAVARRETE INC., Purchase Description, CGCC Emergency Demo, Price, \$16,460.00

PART II: Justification (Supporting documentation must be included/attached)

Table with 2 columns: Emergency Procurement, Justification text describing demolition work at CGCC due to hurricane damage in 2024.

Special Note: The justification must include a basis for the emergency and the selection of the particular contractor for the purchase.

Hermes Diaz Digitally signed by Hermes Diaz Date: 2025.10.07 15:31:53 -04'00'

Department Head

Jose (Joe) Gomez Digitally signed by Jose (Joe) Gomez Date: 2025.10.08 17:07:58 -04'00'

City Manager or Designee