



**City of Coral Gables
CITY COMMISSION MEETING
May 20, 2025**

ITEM TITLE:

A Resolution of the City Commission accepting the recommendation of the City Manager to retroactively waive the competitive bid process of the Procurement Code as a special procurement/bid waiver for the continuation of professional programming services with Luis F. Mora Molina for personal training and fitness instruction services at the Coral Gables Golf & Country Club, pursuant to Section 2-691 of the City's Procurement Code.

DEPARTMENT HEAD RECOMMENDATION:

Approval.

BRIEF HISTORY:

The Coral Gables Golf & Country Club includes specialized fitness class instruction as part of the membership benefits and offers personal training services using a contracted professional fitness instructor in the form of a Professional Service Agreement using Procurement Code, Section 2-607(24) within the \$25,000 threshold for approval of the Procurement Officer.

During this year, personal fitness instructor and trainer Luis F Mora Molina generated more revenue than expected based on increased participation and attendance in programming and personal training sessions at the Coral Gables Golf & Country Club Athletic Club where members have benefited and enjoyed the programing. All fees are paid to the city in advance by the customer and reconciled after the completion of the program or personal training session services have been rendered.

The Community Recreation Department recommends continuing with this contracted fitness instructor for instruction and personal training services to provide continuity of operations and high-level services through the 2025 fall/winter season, which will allow for a formal RTQ process to be finalized.

Approval of the competitive bid waiver will allow for an increase to the existing PSA with Luis F Mora Molina and the continuation of existing contracted fitness and personal training services to the patrons of the Coral Gables Golf & Country Club.

The original Procurement waiver previously granted through December 2024 has since expired and due to continuing need of services, we are now requesting renewal of the waiver to continue services and to seek retroactive approval for the interim period of January to May 2025 to address the lapse in coverage, in the amount of \$6,949.

Section 2-691 of the Procurement Code entitled "Special Procurement/Bid Waiver" authorizes the Chief Procurement Officer to initiate a special procurement/bid waiver when an unusual or unique situation exists that makes the application of all requirements of competitive sealed bidding or competitive sealed proposal contrary to the public interest.

FINANCIAL INFORMATION:

No.	Amount	Account No.	Source of Funds
1.	Additional \$44,000 through Fall / Winter 2025	001-6034-572-3103	Operating budget for Division 6034
2.	Retroactive Approval for \$6,949	001-634-572-3103	Operating budget for Division 6034

Total:	\$51,000	
Fiscal Impact: <p>The additional requested amount will increase the current PSA from \$25,000 to \$91,000 and be funded from the budgeted operating funds allocated to the Coral Gables Golf & Country Club.</p> <p>The new contract will not result in an additional funding request as the funds to pay the contractor are collected in the form of fees from the participant and a revenue split is conducted between the city and contractor, for services performed. Fee/revenue split breakdown: 100% of fees are collected from the participant, 30% are retained by the city in the form of revenues and 70% are paid out to the contractor for services performed from the budgeted operating funds.</p>		

ATTACHMENT(S):

1. Resolution