



City of Coral Gables
CITY COMMISSION MEETING
April 14, 2026

ITEM TITLE:

A resolution accepting the recommendation of the Chief Procurement Officer to approve the establishment of a pre-qualified pool of fitness instructors, for an initial period of three (3) years with the option to renew for two (2) additional one (1) year periods. Further authorizing, in accordance with the Request to Qualify (RTQ) No. 2025-049, the ability to solicit pricing, award contracts, and to add qualified fitness instructors to the pre-qualified pool when deemed in the City's best interest without further City Commission action, pursuant to Section 2-763 of the Procurement Code entitled "Contract Award".

BRIEF HISTORY:

The purpose of this RTQ is to establish a pool of qualified and experienced fitness instructors ("Proposers") to provide professional fitness instruction services across various City programs, including but not limited to aerobics, yoga, Zumba, personal training, and senior wellness for the Community Recreation Department.

On December 3, 2025, the Procurement Division of Finance formally advertised, issued, and distributed Request to Qualify (RTQ) 2025-049 Fitness Instructors. Three hundred-six (306) prospective bidders were notified through INFOR, the City's web-based e-Procurement system.

On January 28, 2026, eight (8) responses were received in response to the RTQ: Adela Fryhover Yoga LLC, Alex Li Yoga Therapy LLC, Elham Kharabi, Ericka Greenawalt, Johana D. Ortuno, Mary Christine Weinberg, Yobel Gonzalez and Yoga with Anja.

The responses were reviewed by the Procurement Division in order to determine responsiveness to the requirements of the RTQ. During the review, it was determined by Procurement, after consulting with the City Attorney's office that Elham Kharabi would be deemed non-responsive based on failure to comply with the minimum requirements. During the review, it was determined that seven (7) proposers were responsive and could be moved to Phase II / Score Process. The Score phase was performed by Community Recreation Department staff that resulted in seven (7) of the proposers passing the score phase as listed in Exhibit 1.

The proposers listed below have been determined to meet the qualifications outlined in the RTQ. The established pre-qualified pool may be amended, as it may be deemed necessary and in the City's best interest. If the City elects to add to the pre-qualified pool, submitters seeking to pre-qualify must meet the same minimum qualifications established within the RTQ.

Fitness Instructors - Adela Fryhover Yoga LLC, Alex Li Yoga Therapy LLC, Ericka Greenawalt, Johana D. Ortuno, Mary Christine Weinberg, Yobel Gonzalez and Yoga with Anja.

The Community Recreation Department concurs with the Chief Procurement Officer's recommendation for the establishment of a pre-qualified pool of fitness instructors for RTQ 2025-049 Fitness Instructors for an initial period of three (3) years with the option to renew for two (2) additional one (1) year periods in an amount not to exceed the available budget.

ATTACHMENT(S):

FINANCIAL INFORMATION:

No.	Amount	Account No.	Source of Funds
1.	\$30,217.00	1-001-6050-572-3122	
2.	\$49,991.00	1-001-6060-573-3122	
3.	\$234,500.00	1-430-6034-572-3103	
Total:	\$308,708.00		

Fiscal Impact:

This is a revenue generating contract. The fitness instructor RTQ is funded through participant enrollment fees paid for services provided under the agreement. All program-related costs will be supported by program revenues and managed within the available budget.