



City of Coral Gables
 CITY COMMISSION MEETING
 November 10, 2020

ITEM TITLE:

Resolution. A Resolution accepting the recommendation of the Chief Procurement Officer to award the Fitness Program Management Services contract to The Fitness Center Inc., the responsive-responsible proposer, pursuant to Section 2-763 of the Procurement Code entitled “Contract Award” and Request for Proposals (RFP 2020-005).

DEPARTMENT HEAD RECOMMENDATION:

Approval.

BRIEF HISTORY:

The purpose of this RFP is to engage a qualified and experienced professional firm (“Proposer”) to provide Fitness Program Management Services at the War Memorial Youth Center.

On August 12, 2020, the Procurement Division of Finance formally advertised, issued, and distributed Fitness Program Management Services, Request for Proposals (RFP) 2020-005. Fifteen (15) prospective proposers downloaded the RFP package from Public Purchase, the City’s web-based e-Procurement service.

On September 14, 2020, two (2) firms submitted proposals in response to the RFP: Breakout Performance and Physical Therapy, LLC and The Fitness Center, Inc.

The responses were reviewed by the Procurement Division in order to determine responsiveness to the requirements of the RFP. During the review, it was determined that the following proposer would be deemed non-responsive and would receive no further consideration for award: Breakout Performance and Physical Therapy, LLC (proposer failed to meet the minimum qualifications for the RFP).

On October 9, 2020, the Evaluation Committee convened to evaluate the responsive and responsible proposal. The Evaluation Committee determined that The Fitness Center, Inc., was a responsive-responsible proposer for a contract award.

The Evaluation Committee further recommended to award the contract contingent upon fee negotiations with The Fitness Center Inc, should the negotiations fail, the City will proceed with other options deemed to be in the best interest of the City.

The Chief Procurement Officer recommends accepting the Evaluation Committee’s recommendation to award and negotiate with The Fitness Center Inc. for RFP 2020-005 Fitness Program Management Services and award a contract for an initial period of three (3) years with options to renew for two (2) additional one (1) year periods.

FINANCIAL INFORMATION:

| No. | Amount | Account No. | Source of Funds |
|---------------|---------------------|--------------------|-----------------|
| 1. | \$150,000.00 | 001-6050-572-31-80 | |
| Total: | \$150,000.00 | | |

ATTACHMENT(S):

1. Draft Resolution