

**CITY OF CORAL GABLES**

**-MEMORANDUM-**

**TO:** Amos Rojas Jr.  
City Manager

**DATE:** March 1, 2024

**FROM:** Celeste S. Walker-Harmon  
Chief Procurement Officer

**SUBJECT:** Award Recommendation  
IFB 2024-002 Restoration  
Services – Trash Pits

---

The Procurement Division advertised IFB 2024-002 for Restoration Services – Trash Pits on January 8, 2024, which was issued through the City’s Pre-Qualification Pool – RFQ 2017-02-MS for General and Specialty Trade Contractor Services. A total of eighty-nine (89) firms were notified through INFOR, the City’s web-based e-procurement system. On February 16, 2024, a total of four (4) responses to the IFB were received from the following bidders: C&I Construction and Design, Inc., Gavarrete, Inc., John Bell Construction, Inc., and M&J General Contractors.

The responses were reviewed by the Procurement Division to determine responsiveness to the requirements of the IFB. Once this step was completed, Public Works Department conducted a review of the submittal identified by Procurement and found the bid to be in conformance with the City’s bid requirements.

The Procurement Division finalized its due diligence process and confirmed that Gavarrete, Inc., is both responsive to the requirements of the IFB and is a responsible bidder. As such, my recommendation in accordance with Section 2-763 of the City Code entitled “Contract Award”, for award of the subject IFB is as follows:

- 1) Accept the recommendation to award Gavarrete, Inc., as the lowest responsive and responsible bidder for Restoration Services – Trash Pits, IFB 2024-002.
- 2) Execute a contract with Gavarrete, Inc., in the estimated total amount of \$92,989.75.

A copy of the IFB, bid response, evaluation results and the department’s concurrence are provided as part of this memo.

Your approval of this recommendation is being requested. Please contact me should you have any questions.

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Amos Rojas Jr.  
City Manager

Copy:

Cristina M. Suárez, City Attorney  
Billy Y. Urquia, City Clerk  
Alberto N. Parjus, Assistant City Manager  
Hermes Diaz, Public Works Director  
Diana M. Gomez, Finance Director