

# CITY OF CORAL GABLES, FL

2800 SW 72nd Avenue, Miami, FL 33155  
Finance Department / Procurement Division  
Tel: 305-460-5102, Fax: 305-261-1601

## PUBLIC NOTICE

### Request for Proposals (RFP) No.: 2025-042

The City of Coral Gables is seeking bids for **Youth Golf Program Services - IFB 2025-042**. The purpose of this Request for Proposals (RFP) is to select a qualified and experienced professional to manage and enhance the Youth Golf Program. The selected proposer will be responsible for implementing a high-quality, age-appropriate curriculum that prioritizes safety, skill development, and enjoyment for all participants.

**The Request for Proposal (RFP) package may be downloaded by visiting [INFOR](#). Prospective bidders must register with INFOR, free-of-charge, in order to download the solicitation. A detailed user guide for the registration process may be downloaded by visiting the [Procurement Division Supplier Services webpage](#).**

Any prospective proposer who has received this solicitation by any means other than through INFOR must register immediately with INFOR to ensure it receives any addendum issued to this solicitation. Failure to acknowledge receipt of an addendum may result in disqualification of bid submitted.

**Solicitations responses must be submitted electronically through INFOR. This includes responses to invitation for bids (IFBs); requests for proposals (RFPs); requests for qualifications (RFQs); and any other formal solicitation.**

A user guide for responding electronically to solicitations can be found by visiting the [Procurement Division Supplier Services webpage](#).

**A non-mandatory pre-proposal conference will be held on **Wednesday, November 5, 2025, at 10:00 a.m.****

Attendance shall be via Zoom video conference: **Meeting ID: 847 3366 2953 Passcode: 753496**. Prior to the pre-bid meeting, the name of the companies and meeting participants that plan to attend should be sent to [ngarcia2@coralgables.com](mailto:ngarcia2@coralgables.com). Attendance is encouraged and recommended as a source of information but is not mandatory. Access link to participate:

<https://us02web.zoom.us/j/84733662953?pwd=4IKv0rK5RqgAi6rLCPWCFgwqgOYDxm.1>

**Any request for additional information or clarification must be submitted via INFOR no later than Friday, November 14, 2025, at 4:00 PM.** Proposers should not rely on any representations, statements or explanations other than those made in this RFP or in any written addendum to this RFP.

**Electronic submittals for RFP No. 2025-042 will be received until 2:00 p.m., on November 26, 2025, via INFOR.**

Certified minority business enterprises (as defined in Florida Statutes §287.0943 and §288.703) and other minority or woman-owned enterprises are encouraged to respond to this solicitation.

#### *Anticipated Schedule of Events:*

RFP Advertisement	Friday, October 31, 2025
Non-Mandatory Pre-Proposal Conference	Wednesday, November 5, 2025 @ 10:00 am
Deadline for Questions	Friday, November 14, 2025 @ 4:00 pm
Proposals Submittal Deadline	Wednesday, November 26, 2025 @ 2:00 pm

Award of this solicitation will be made to the highest ranked responsive and responsible proposer, based on the criteria outlined in this solicitation, within a reasonable time after opening of proposals. However, the City reserves the right to accept or reject any and/or all Proposals or sections thereof and waive any informalities or technicalities at any time during the RFP solicitation process.

PRICING MUST BE FIRM FOR ONE-HUNDRED AND TWENTY (120) DAYS.

This solicitation is subject to the following Ordinances/Resolutions which may be found on the City of Coral Gables Website: <http://www.coralgables.com>, click on Government, City Department, Procurement, Procurement Links, Procurement Code (City Code Chapter 2 Article VIII).