

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 Invitation for Bids (IFB) No. 2026-002

The City of Coral Gables is seeking bids for **Hurricane Shutters Installation and Removal Services - IFB 2026-002**. This solicitation consists of contracting with a qualified and experienced firm with the necessary personnel, equipment and tools to install and remove City's owned hurricane shutters at various facilities throughout the City. The contractor must be readily available to provide the services outlined in this solicitation, in accordance with Federal Emergency Management Agency (FEMA) policies, procedures, and directives; Federal law, regulations, and executive orders; and State / Local law and regulations.

The Invitation for Bids (IFB) package may be downloaded by visiting INFOR [Supplier Services webpage](#). Prospective bidders must register with INFOR, free-of-charge, to download the solicitation. A detailed user guide for the registration process may be downloaded by visiting the Procurement Division Supplier Services webpage at: <https://www.coralgables.com/department/procurement/services/supplier-services>.

Any prospective bidder 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 website under [Supplier Services](#)

A non-mandatory pre-bid meeting will be held on **Wednesday, January 14, 2026, at 9:30 a.m.** Attendance shall be via **Zoom video conference: Meeting ID: 869 3078 1711 Passcode: 286776**. Prior to the pre-bid meeting, the name of the companies and meeting participants that plan to attend should be sent to [Eduardo Hernandez](#). Attendance is encouraged and recommended as a source of information but is not mandatory. Access link to participate: <https://us02web.zoom.us/j/86930781711?pwd=hK11ucAlVs3tOayaUz2gTOOjWU21jb.1>

Any request for additional information or clarification must be received in writing through INFOR no later than Wednesday, January 21, 2025, at 4:00 PM. Bidders should not rely on any representations, statements or explanations other than those made in this IFB or in any written addendum to this IFB.

Electronic Bid responses for IFB No. 2026-002 will be received until 2:00 PM, Wednesday, February 4, 2026, via INFOR. The City of Coral Gables will not accept and will in no way be responsible for any bids received after the submittal deadline. The responsibility for submitting bids before the stated time and date is solely the responsibility of the Bidder.

The bid response must be signed and submitted electronically 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:

Solicitation Advertisement	Tuesday, January 6, 2026
Non-Mandatory Pre-Bid Meeting	Wednesday, January 14, 2026, at 9:30 am
Deadline for Questions	Wednesday, January 21, 2026, at 4:00 pm
Submittal Deadline	Wednesday, February 4, 2026, at 2:00 pm

Award of bid will be made to the two (2) lowest responsive responsible bidders, within a reasonable time after opening. However, the City reserves the right to consider other conditions, which may be in the best interest of the City. **Bid must be firm for ninety (90) calendar days.** The City reserves the right to cancel this solicitation at any time, reject any and/or all submittals, and waive any technicalities, irregularities or any other minor variations.