

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.: 2026-014

The City of Coral Gables, Florida is seeking proposals for Janitorial Maintenance Services - RFP 2026-014, from qualified and experienced firms, readily available to provide the goods/ services outlined in this solicitation. 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 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, **June 3, 2026, at 9:00 a.m.** Attendance shall be via **Zoom video conference: Meeting ID: 824 7513 5087 Passcode: 715788**. 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. Attendance is encouraged and recommended as a source of information but is not mandatory. Access link to participate: <https://us02web.zoom.us/j/82475135087?pwd=9I2iBtpvqjYBEXEBtk1rM9OdFxbRLQ.1>

Non-mandatory Site Visits will be conducted at each of the City facilities under this RFP in accordance with the schedule attached under Exhibit A of the RFP.

All proposers intending to participate in the site visits are required to email ngarcia2@coralgables.com by Friday, May 29, 2026, at 4:00 pm. to confirm which facilities they plan to visit. Failure to submit the required confirmation by Friday, May 29, 2026, at 4:00 pm may result in site visits at certain facilities not being conducted. An addendum will be released with any changes to the schedule.

Any request for additional information or clarification must be submitted via INFOR no later than June 19, 2026, 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. 2026-014 will be received until 2:00 p.m., on July 10, 2026, via INFOR. The City of Coral Gables will not accept and will in no way be responsible for any proposals received after the submittal deadline. The responsibility for submitting proposals before the stated time and date is solely the responsibility of the Proposer.

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:

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|---------------------------------------|---|
| RFP Advertisement | Friday, May 22, 2026 |
| Non-Mandatory Pre-Proposal Conference | Wednesday, June 3, 2026, at 9:00 am |
| Non-Mandatory Sites Visit | Will be conducted on June 3 thru June 5, 2026, at each of the City facilities in accordance with the schedule attached under Exhibit A of the RFP |
| Deadline for Questions | Friday, June 19, 2026, at 4:00 pm |
| Proposals Submittal Deadline | Friday, July 10, 2026, at 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).