



**INVITATION TO BID (ITB) No. 2025-22**  
**TENT, TABLE AND CHAIR RENTAL**



**GLENS TENTS & TABLE RENTAL SERVICES INC**

**Submission Date: Tuesday, December 9, 2025**

**ITB No. 2025-22**



December, 2025

Dear Evaluation Committee,

On behalf of **Glens Events (Glens Tents & Table Rental Services)**, thank you for the opportunity to present this proposal in order to continue serving the City of Doral. As a proud Doral-based business with more than 30 years of experience in event rentals and logistics across South Florida, we value our longstanding relationship with this community and remain committed to delivering the highest level of service, safety, and responsiveness for every City event.

The company opened its doors to new investors in 2021, marking a new stage in which, in addition to maintaining the same trusted team and our traditionally efficient service, we have made strong efforts to invest in new inventory to further enhance our quality and service.

Our proximity to event sites in Doral ensures faster mobilization, shorter lead times, and immediate operational support when needed. We deeply appreciate the trust the City has placed in us over the years, and we look forward to continuing to provide reliable and flexible support for both planned and last-minute needs.

Sincerely,  
**Catalina Mejía**  
President  
Glens Tents & Table Rental Services.



## 1. Company Qualifications and Overview

Glens Events is a licensed and insured event rental and logistics company headquartered in Doral, Florida. We deliver complete setup and takedown services for tents, tables, chairs, barricades, generators, lighting, and related event infrastructure for municipal events, universities, corporate functions, and large public gatherings.

Our team is trained to respond efficiently to changing event requirements, and we maintain professional installation standards, including proper anchoring, NFPA compliance for flame resistance, and safety-focused operations at all times.

We have proudly served as a **trusted vendor for the City of Doral for years**, and our local presence provides a key operational advantage: **we can respond quickly**, reduce transportation delays, and efficiently support **last-minute requests** or changes—often critical for City events.

Because our warehouse and offices are located in Doral, we can mobilize resources and crews rapidly, helping ensure events remain on schedule and fully supported.

## 2. Specifications Compliance

### 2.1 Tents

We maintain a large and diverse inventory of commercial-grade outdoor tents, ranging in size from 10×10 units up to larger structures of comparable footprint to 100×250. All tent tops comply with **NFPA 701 flame-resistant certification**, and documentation can be provided upon request.

We follow City-approved **no-staking requirements**, utilizing weights, ballast, or water barrels as necessary to support safety and stability. Accessories such as sidewalls, lighting, and flooring can be provided as needed.

Importantly, under current Miami-Dade regulations, **10×10 tents do not require special permits**, and approximately **90%** of tents used by the City of Doral fall into this category.

### 2.2 Tables

We provide high-quality commercial tables suitable for outdoor and indoor applications, including six-foot and eight-foot rectangular options and round tables in various diameters such as 48" and 72".

### 2.3 Chairs



We supply folding chairs and additional seating solutions that are durable, comfortable, and suitable for extended event use. Color selections are available depending on inventory and event requirements.

### **3. Service Requirements – Delivery, Setup & Takedown**

Delivery and professional installation will be performed in accordance with the City's event layouts. Equipment will be placed as directed by City staff and inspected to ensure safety and operational quality.

After events, our team will promptly dismantle and remove all equipment. We ensure all rental items are cleaned, checked for condition, and handled properly.

A dedicated point of contact will be available through all phases of the event, providing immediate coordination and responsiveness.

### **4. Operational Standards – Transportation and Handling**

Our fleet of delivery vehicles is equipped for secure transportation and proper loading and unloading. Crews are trained to minimize impact on public spaces while ensuring the equipment arrives safely and on time.

We closely monitor local weather conditions and adjust installations as necessary to protect public safety and City infrastructure. When serious weather concerns arise, we coordinate with City representatives to determine appropriate rescheduling or reinforcement actions.

### **5. Licensing, Permitting & Insurance Compliance**

Under current City of Miami and Miami-Dade regulations, the previously required **Awning/Canvas-specific license** is no longer needed for tent installations of this nature.

However, as a responsible and proactive City partner, Glens Events maintains:

- Full **liability insurance** meeting all City requirements
- Ability to **immediately secure or update any license** if regulations change
- Access to certified oversight through a contractor holding a **Florida Construction License** (#RB29003962), available whenever installations require official certification or engineering review



We remain fully aligned with all current safety, zoning, and fire code standards applicable to temporary tent installations.

## 6. Why Glens Events

*Glens Events is proud to be part of the City of Doral's success and community identity. Our partnership has been built on:*

**1) Long-term relationship and consistent performance**

We understand the standards, timelines, and level of accountability required for municipal events. Over a decade of consistent performance supporting City events

**2) 24/7 readiness and hands-on problem solving**

Events do not follow office hours. Our team operates with an “always-ready” mindset, and we are known for resolving last-minute challenges without interrupting the event.

**3) Inventory depth + operational flexibility**

Our wide inventory allows us to scale quickly and support both planned orders and last-minute needs—especially valuable during busy City event seasons.

**4) Compliance, safety, and professionalism**

We prioritize safe installations, proper anchoring/ballasting as required, site protection, and clear communication with City staff and venue contacts.

**5) Efficiency that protects public timelines and budgets**

Our crews are trained to install and strike efficiently, minimizing on-site downtime and helping reduce the labor impact of scheduling changes.

## Commitment Statement

As a Doral-based partner, Glens Events is dedicated to ensuring that every event for the City is executed seamlessly and with exceptional care. We understand the importance of providing welcoming and safe public spaces for residents and visitors, and we take pride in playing a role in those moments of community celebration.

We look forward to continuing to serve the City of Doral with the responsiveness, reliability, and professionalism you expect — and deserve.

