



CITY OF DORAL COUNCIL MEETING MEMORANDUM

ITEM TITLE:

A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, APPROVING THE AWARD OF INVITATION TO BID ITB#2025-22, "TABLES, TENTS AND CHAIRS," TO THE TOP-RANKED PROVIDERS; AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND ENTER INTO AN AGREEMENT WITH GLEN'S TENTS AND TABLE RENTAL SERVICE INC. AND SBS INVESTMENTS OF DADE COUNTY INC. FOR THE PROVISION OF RENTAL SERVICES FOR TENTS, TABLES AND CHAIRS FOR THE CITY'S RECREATIONAL PROGRAMS AND SPECIAL EVENTS, FOR A PERIOD OF THREE (3) YEARS WITH ONE (1) TWO (2) YEAR RENEWAL TERM, FOR A TOTAL OF FIVE (5) YEARS, IN AN AMOUNT NOT TO EXCEED APPROVED BUDGETED FUNDS PER FISCAL YEAR; PROVIDING AUTHORIZATION TO USE MIAMI DADE COUNTY RTQ-00880 IN ORDER TO EXPAND AND SUPPLEMENT THE VENDOR POOL FOR THESE SERVICES; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR INCORPORATION OF RECITALS; AND PROVIDING FOR AN EFFECTIVE DATE

DEPARTMENT RECOMMENDATION:

Approval

BRIEF HISTORY:

The City of Doral Parks and Recreation Department regularly rents tables, tents, and chairs to support a wide range of programs and special events. To ensure the City continues to receive competitive pricing and high-quality services, the City of Doral, through its Parks and Recreation Department in coordination with the Procurement and Asset Management Department, issued Invitation to Bid (ITB) No. 2025-22 to solicit qualified and experienced vendors to provide rental services for tents, tables, and chairs for City programs and special events.

The ITB was issued on November 10, 2025, posted on OpenGov, and distributed to a network of vendors. A non-mandatory pre-bid meeting was held on November 21, 2025.

On December 11, 2025, the City received pricing proposals from five (5) vendors, of which four (4) vendors were deemed responsive after submitting pricing for all required items.

Following a thorough review and evaluation by the Procurement and Asset Management Department, it was determined that Glen's Tent & Table Rental Service, Inc., submitted the lowest responsive bid, with SBS Investments of Dade County, Inc. identified as the second-

lowest responsive bidder. Staff recommends award to both vendors. The primary vendor will be utilized when available, and the secondary vendor will be engaged if the primary vendor is unable to provide the requested services for a specific event or program.

The City Manager has reviewed and concurred with this award recommendation. The contract terms provide for an **initial three-year (3) period**, with **one (1) additional two-year (2) renewal option** for a possible total term of five (5) years at the City's discretion.

Additionally, the department and procurement are requesting authorization to use Miami Dade County RTQ-00880, to expand and supplement the approved vendor pool for these services, as needed.

LEGISLATIVE ACTION: (IF APPLICABLE)

Date:	Resolution/Ordinance No.	Comments

FINANCIAL INFORMATION: (IF APPLICABLE)

No.	Amount	Account No.	Source of Funds
1.	\$150,000	001.90005.500440	Rentals & Leases
2.	\$0		
Total:	\$0		
Fiscal Impact Statement: The proposed item has a fiscal impact on revenues and/or expenditures of <u>\$150,000.</u>			

STRATEGIC PLAN ALIGNMENT:

This award supports the City's strategic goal of providing high quality special events for the community to gather and enjoy while being fiscally responsible for items rented.

ATTACHMENT(S):

- A. Recommendation to Award RFP Memo
- B. Draft Resolution.