



TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

MEETING TYPE: Town Commission Meeting
MEETING DATE: *January 6, 2026*
SUBMITTED BY: Pat Roman, Public Works Director
SUBJECT: Service Contract with Paralee Company, Inc

SUMMARY:

The Town of Highland Beach currently utilizes Paralee Company, Inc. for all instrumentation services and repairs at the Water Treatment Plant. Due to the company's reliable, decade-long service history, this contract formalizes the ongoing arrangement, ensuring continued access to essential repair, warranty, and emergency services. The total value of services rendered under this agreement shall not exceed \$100,000.00 during any single fiscal year.

FISCAL IMPACT:

\$40,000.00; 401-533.000-546.000; Water System – Repairs and Maintenance – General
\$40,000.00; 401-533.000-546.200; Water System – Renewals and Replacements
\$20,000.00; 401-533.000-552.000; Water System – Operating Supplies

ATTACHMENTS:

Piggyback Contract - Paralee Company (Instrumentation Service)
Agreement between City of Deltona and Paralee Company Inc.
City of Deltona BID/RFP 2nd Renewal Form

RECOMMENDATION:

Commission Approval

