



TOWN OF HIGHLAND BEACH

AGENDA MEMORANDUM

MEETING TYPE: Town Commission Meeting

MEETING DATE June 16, 2026

SUBMITTED BY: Skender Coma, Senior Management Analyst

SUBJECT: Award ITB and Execute Agreement
ITB No. 26-002: Building Department Window Replacement

SUMMARY:

The Town issued ITB No. 26-002 on 3/11/2026 to replace 22 Building Department / Water Treatment Plant windows with an option to also replace 14 Town Hall windows. On 4/28/2026, Town staff received and unsealed 11 bids. LaPorta Contracting was determined to be the lowest responsible and responsive bidder, with a submitted price of \$48,899.18 to replace the Building Department / Water Treatment Plant windows and \$29,466.06 to replace the Town Hall windows.

Town staff recommend exercising the add-on bid and replacing the windows in both buildings.

The Water Treatment Plant / Building Department window replacement is a budgeted project for this fiscal year.

FISCAL IMPACT:

\$48,899.18 – Building Department / Water Treatment Plant (106-524.000-562.000)

\$29,466.06 – Town Hall (001-519.000-562.000)

ATTACHMENTS:

Agreement

LaPorta Contracting Bid

ITB No. 26-002 Tabulation Sheet and Compliance Checklist

RECOMMENDATION:

Award ITB and execute agreement with LaPorta Contracting for Building Department and Town Hall Window Replacement based on ITB No 26-002.