



# TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

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**MEETING TYPE:** Town Commission Meeting  
**MEETING DATE** May 12, 2026  
**SUBMITTED BY:** Skender Coma, Senior Management Analyst  
**SUBJECT:** Award RFP and Execute Agreement  
RFP No. 26-001: Library Roof Replacement

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## **SUMMARY:**

The Town issued RFP No. 26-001 on 3/9/2026 to replace the Town Library roof with an option to also replace the Water Treatment Plant / Building Department roof. On 4/21/2026, Town staff received and unsealed 14 proposals. Upon reviewing the proposals to determine responsibility and responsiveness, four were shortlisted and sent to a selection committee for ranking and award recommendation. The shortlisted proposals were ranked as follows:

1. CMM Roofing Inc.
2. Bowhead Roofing
3. Crest Roofing LLC
4. Roof Runners USA Corp.

Town staff recommend replacing both roofs to maximize the value of one mobilization and due to the uncertainty of potential materials cost increase.

The Water Treatment Plant / Building Department roof is a budgeted project for this fiscal year. The Library roof was planned to be completed within the next two years, but frequent leaks have caused the priority to increase. An accompanying budget amendment has been provided to fund the Library roof replacement.

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## **FISCAL IMPACT:**

\$309,800 – Library Roof (001-519.000-562.000)

\$316,200 – Water Treatment Plant / Building Department Roof (106-524.000-562.000)

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## **ATTACHMENTS:**

Agreement

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CMM Roofing Inc. Proposal

RFP No. 26-001 Tabulation Sheet and Compliance Checklist

Selection Committee Ranking

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**RECOMMENDATION:**

Award RFP and execute agreement with CMM Roofing Inc. for Library and Water Treatment Plant / Building Department Roof Replacement based on RFP No 26-001.