



# Town of Lake Park Town Commission

## Agenda Request Form

**Meeting Date:** December 18, 2024

**Originating Department:** Public Works

**Agenda Title:** A Resolution Authorizing and Directing the Mayor to Enter into a Contract Agreement for the Replacement and Installation of Windows and Doors at Kelsey Park Pavilion (RFQ 119-2024)

**Approved by Town Manager:** **Bambi McKibbon-Turner**  
Digitally signed by Bambi McKibbon-Turner  
DN: cn=Bambi McKibbon-Turner, o=Town of Lake Park,  
ou=Department Town Manager/Human Resources  
Director, email=btturner@lakeparkflorida.gov, c=US  
Date: 2024.11.20 15:57:30 -05'00'

**Cost of Item:** \$73,000 **Funding Source:** ARPA

**Account Number:** 001-589-900-52700 **Finance Signature:** Jeff DaSilva  
Digitally signed by Jeff DaSilva  
DN: cn=Jeff DaSilva, o=Town of Lake Park,  
ou=Finance Department,  
email=jdsilva@lakeparkflorida.gov, c=US  
Date: 2024.11.20 14:29:19 -05'00'

**Advertised:**  
**Date:** **Newspaper:**

**Attachments:** Agreement between the Town of Lake Park and Royal Palm Aluminum  
A Resolution Authorizing and Directing the Mayor to Enter into a Contract Agreement for the Replacement and Installation of Windows and Doors at Kelsey Park Pavilion (RFQ 119-2024)  
RFQ 119-2024

**Please initial one:**  
Yes, I have notified everyone.  
JM Not applicable in this case.

### Summary Explanation/Background:

The Town of Lake Park needs to replace and install new windows and doors at the Kelsey Park Pavilion to improve safety, structural integrity, and appearance. This project is part of ongoing efforts to maintain and upgrade town facilities for residents and visitors.

To find a contractor for the work, the Town issued RFQ 119-2024. Royal Palm Aluminum was the only contractor to submit a qualified and responsive proposal that met the project requirements.

This agenda item seeks approval for the Mayor to enter into a contract with Royal Palm Aluminum so the project can move forward.

### Recommended Motion:

I move to adopt Resolution \_\_\_\_\_.