



City of Boynton Beach Agenda Item Request Form

Meeting Date: 05/ 6/2025

Proposed Resolution No. R25-120- Award Invitation to Bid No. PWE25-022B for the Boynton Beach Fire Station #5 EOC Re-Roofing, Waterproofing & Painting Project to Best Roofing Services LLC, and approve the Agreement with Best Roofing Services LLC in an amount of \$408,451.58, plus a 10% contingency of \$40,845.15 for a total not to exceed \$449,296.58. Proposed Resolution No. R25-121- Approve a budget amendment amending CIP 303 Fund, increasing the budget from \$375,000 to \$449,297, utilizing \$72,297 of the fund balance.

Requested Action: Staff recommends approval of Proposed Resolution No. R25-120 and Proposed Resolution No. R25-121.

Explanation of Request: As part of the Fiscal Year 2025 Capital Improvement Plan (CIP), the City approved funding under CIP Fund 303 for Fire Station #5 Emergency Operations Center (EOC) upgrades. The budget includes:

- \$215,000 for Project FS5 – EOC Roof, and
- \$160,000 for Project FS5 – EOC Exterior Wall Sealant & Paint, for a combined total of \$375,000.

The scope of work for this project includes:

- Installation of new fluid-applied waterproof roofing over the existing roof system,
- Removal and replacement of the wood trellis roof on the building's east side,
- Removal and replacement of existing exterior joint sealants, and
- Repainting of the entire exterior structure.

The Procurement Division worked with Public Works to release the Invitation to Bid (ITB) PWE25-022B on February 13, 2025. When the ITB closed on March 24, 2025, the City received three bid submissions. The Procurement Division reviewed the submissions and issued a user concurrence memorandum to the Public Works Department, requesting confirmation that Best Roofing Services was the lowest responsive and responsible bidder. Accordingly, before the Mayor and Commission, the item is to authorize the City to enter into an Agreement with Best Roofing Services, and increase the total project budget to \$449,297, with \$72,297 drawn from the fund balance.

How will this affect city programs or services? Construction activities may result in temporary disruptions to city operations. Emergency response services at Fire Station #5

could experience minor impacts. However, these will be minimized through phased scheduling and ongoing coordination with the Fire Department.

The project team is committed to ensuring the continuity of essential services and maintaining public safety throughout the construction period.

Budgeted Item: Yes

Account Line Item and Description: 303-4129-522.62-01 FS5 - EOC - Exterior Wall
Sealant & Paint
303-4129-522.62-01 FS5 - EOC - Roof

Fiscal Impact: A Budget Amendment to Fund 303 is required.

Attachments:

[R25-120 Agenda_Item_3042-2025_Resolution_for_ITB_PWE25-022B_Award.docx](#)
[R25-121 Agenda_Item_3042-2025_Resolution_for_Budget_Amendment.docx](#)
[Exhibit A - Fund 303 - Budget Amendment](#)
[25-022B Best Roofing Service - Proposal](#)
[25-022B Evaluation](#)
[User Concurrence Memo](#)
[FY2025 - FS5 EOC Roof Recoating - \\$450K](#)