



TOWN OF SOUTH PALM BEACH

3577 South Ocean Boulevard
South Palm Beach, Florida 33480
(561) 588-8889 • www.southpalmbeach.com

To: Eligible Contractors & Service Providers
From: James S Titcomb, Town Manager
Date: July 17, 2026
**Subject: RFI No. 05-2026 - Seeking Town Hall Repair & Renovations Services:
First Round Deadlines**

- Town of South Palm Beach requests proposals for renovation projects as listed in the previously issued RFI No. 05-2026 and clarified further in subsequent document memos listed on the town website.
- To be considered for this upcoming round of project contractor(s) selection, please submit your eligible proposals to the Town contact(s) below **no later than Friday, July 31st, 2026, at 2:00 PM**
- Supporting information can be found in the initial RFI document, meeting recaps and memos located on our site at under the “Town Hall” tab.

Contractor Proposal Submission Update:

Contractors interested in being included in the **first round of proposal selections** for potential adoption at the August 11, 2026, Regular Town Council Meeting must submit their proposals no later than **Friday, July 31, 2026 at 2:00 PM**. Proposals and related correspondence should be submitted electronically (PDF) via email to the [Town Manager](mailto:jtitcomb@southpalmbeach.com). To ensure proper routing and tracking, please include **RFI #05-2026** in the subject line of your submission.

The Town of South Palm Beach continues to review and evaluate proposals from qualified contractors for various renovation and restoration projects on an ongoing basis. The Town's initial focus will be on roof repairs and exterior building improvements, with additional project areas to follow as the review process progresses. Interested contractors are encouraged to schedule site visits, review available building information, and coordinate with Town staff to develop project-specific proposals.

Email contacts are:

- jtitcomb@southpalmbeach.com
- ydavenport@southpalmbeach.com
- etrotto@southpalmbeach.com

Website links:

- <https://www.southpalmbeach.com/building>
- <https://www.southpalmbeach.com/community/page/town-hall-news-and-updates>