



TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

MEETING TYPE: Town Commission Meeting

MEETING DATE: 2/20/2024

SUBMITTED BY: Glenn Joseph, Fire Chief

SUBJECT: Authorization to make a Best Interest Acquisition for Fire Station #116 Furnishings

SUMMARY:

One of the final stages of Fire Rescue implementation is to fully furnish Fire Station #116. A layout and design analysis was conducted in December 2023 by JC White Architectural Interior Products, who then provided a quote to supply and install all furnishings for the station. There is a four-week lead time on the selected furnishings, making an expedient purchase necessary in order to maintain the established timeline for station readiness.

Town staff recommends the purchase of all items outlined in JC White quote #122078 via Best Interest Acquisition, per the Town's Purchasing Policy section VIII-L.

FISCAL IMPACT:

\$72,705.73

ATTACHMENTS:

JC White quote #122078

RECOMMENDATION:

Approve and authorize the Town Manager to make a Best Interest Acquisition of the furnishings outlined in JC White quote #122078 in accordance with the Town's Purchasing Policy.