

16. Consideration of utilizing General Fund Undesignated Fund Balance for office furniture within the Code Compliance Division (\$28,856).



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**THRU:** Lisa Frazier, Growth Management

**DATE:** April 18, 2024

**RE:** Authorization to Approve Additional Funding for Code Compliance Office Furniture.

### SUMMARY:

The Growth Management Department/ Code Division is requesting additional funding to the FY 2024 Budget to cover the cost of new workstations for the Code Compliance Officers and Code Compliance Manager's Office.

The Code Officers and Manager have been utilizing workstations that were previously purchased under the Building Department. The workstations are small and with two monitors, a laptop, and desk phone, there is little to no space to perform daily functions such as gathering, preparing, and processing paperwork for the Code Magistrate cases.

The new workstations will provide more space to perform their job duties.

### REQUESTING DEPARTMENTS:

Growth Management

### FISCAL IMPACT:

Funding for the workstation improvements will be processed through an amendment to transfer monies from General Fund Undesignated Fund Balance, account 001-0000-392-1001 (\$28,856) to account number 001-3330-529-5105.

### STAFF RECOMMENDATION:

Motion to authorize the city to approve the additional funding from General Fund Undesignated Fund Balance.

### ATTACHMENTS:

Honorable Mayor and Members of the City Council

Legislative Memorandum

Page | 2

1. Quote from ABI
2. Code Compliance Office Layout with Furniture



AMERICAN BUSINESS INTERIORS  
2015 S. Waverly Place, Melbourne, Florida 32901  
ph 321.723.5003 | fx 321.984.4221  
State Lic. # ib c000444

## Quotation 48214

**Quote Date** 03/21/24  
**Customer Order** CODE ENFORCEMENT  
**Customer** CIT120  
**Terms** NET 30 DAYS  
**Account Representative** PAMELA OLIVEIRA-JACKSON

### Quote To

CITY OF PALM BAY  
120 MALABAR RD SE  
Palm Bay FL 32907-3009

### Ship To

Andrew R. Orndorff  
CITY OF PALM BAY  
120 MALABAR RD SE  
Palm Bay FL 32907-3009

**Phone** +1 (321) 952-3416

**Phone** +1 (321) 726-2779

**Cell** +1 (321) 474-2852

Andrew.Orndorff@palmbayflorida.org

**Sales Location** abi

**PLEASE SIGN THE QUOTE AND MAIL OR FAX QUOTE AND PURCHASE ORDER TO:**

**AMERICAN BUSINESS INTERIORS**  
**2015 SOUTH WAVERLY PLACE, MELBOURNE, FL 32901**  
**FAX: 321.984.4221**

**PRICE PER FLORIDA STATE CONTRACT #56120000-24-NY-ACS**  
**A 3% SERVICE FEE APPLIES TO ALL CREDIT CARD TRANSACTIONS.**

**RECEIVING, DELIVERY AND INSTALLATION MON-FRI DURING NORMAL BUSINESS HOURS ONLY. ELEVATOR ACCESS REQUIRED; PRODUCT WILL NOT BE STAIR-CARRIED.**

**50% DEPOSIT REQUIRED WITH ALL ORDERS.**  
**A 3% SURCHARGE APPLIES TO ALL CREDIT CARD TRANSACTIONS.**

**100% DEPOSIT REQUIRED ON ALL DROP SHIP ORDERS.**  
**THIS ORDER CAN NOT BE CANCELLED ONCE PRODUCTION HAS STARTED.**

**\*\*\*THIS QUOTE IS ONLY VALID FOR 10 DAYS.**

Description	Quantity	Unit Price	Extended Price
<b>1</b> <b>ACTVWIRETRAY</b> - AMQ Activ Wire Tray 36"W <b>Finish:</b> Paint F1 - Platinum AMQ <b>Tag For</b> CODE ENFORCEMENT	1	47.60	47.60
<b>2</b> <b>AMQCRCD2HKSSPR</b> - Credenza Two High with Kneespace, Single Right Hand Pedestal <b>Depth:</b> 24.00000 <b>Width:</b> 72.00000 <b>Case Finish:</b> Woodgrain LPL 2LAW - ASH WENGÉ (LPL) <b>Headset Finish:</b> Woodgrain LPL 2LAW - ASH WENGÉ (LPL) <b>Top:</b> With Top <b>Top Surface Finish:</b> Woodgrain LPL 2LAW - ASH WENGÉ (LPL)	1	804.90	804.90

Accepted by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_



AMERICAN BUSINESS INTERIORS

2015 S. Waverly Place, Melbourne, Florida 32901  
ph 321.723.5003 | fx 321.984.4221  
State Lic. # ib c000444

Quotation 48214

Page 2 / 10 (cont'd)

Description	Quantity	Unit Price	Extended Price
<b>2</b> <b>Edge Finish:</b> Plastic - PG1 6703 - ASH WENGE <b>Application:</b> Full <b>Modesty Panel:</b> Full <b>Support - Right:</b> Box/Box/File Pedestal <b>Key:</b> Standard Key Plug <b>Lock Finish:</b> Polished Chrome 9201 - POLISHED CHROME <b>Pull:</b> Ledge Pull <b>Pull Finish:</b> Textured Paint 7207 - BLACK <b>Worksurface Thickness:</b> 1.12500 AMQ <b>Tag For</b> CODE ENFORCEMENT			
<b>3</b> <b>AMQCROHSHD</b> - Stacking Overhead - Hinged Doors <b>Width:</b> 72.00000 <b>Height:</b> 37.98725 <b>Worksurface Thickness:</b> 1.12500 <b>Case Finish:</b> Woodgrain LPL 2LAW - ASH WENGE (LPL) <b>Headset Finish:</b> Woodgrain LPL 2LAW - ASH WENGE (LPL) <b>Door:</b> Hinged Doors <b>Keys:</b> Key Plug <b>Lock Finish:</b> Polished Chrome 9201 - POLISHED CHROME AMQ <b>Tag For</b> CODE ENFORCEMENT	1	708.91	708.91
<b>4</b> <b>AMQCRTB</b> - Tackboard <b>Height:</b> 20.25000 <b>Width:</b> 72.00000 <b>Tackboard Finish:</b> Buzz2 5F07 - BLUE <b>Application:</b> Stacking <b>Fabric Direction:</b> Horizontal AMQ <b>Tag For</b> CODE ENFORCEMENT	1	245.09	245.09
<b>5</b> <b>APS2</b> - Activ2.0Desk, Stage 2 <b>Width:</b> 72.00000 <b>Depth:</b> 29.00000 <b>Leg:</b> T-Leg <b>Caster or Glide:</b> Glides <b>Worksurface Finish:</b> Woodgrain LPL 2LAW - ASH WENGE (LPL)	1	544.86	544.86

Accepted by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

**AMERICAN BUSINESS INTERIORS**

2015 S. Waverly Place, Melbourne, Florida 32901  
ph 321.723.5003 | fx 321.984.4221  
State Lic. # ib c000444

**Quotation 48214****Page 3 / 10 (cont'd)**

Description		Quantity	Unit Price	Extended Price
5	<b>Base Finish:</b> Paint F3 - Black AMQ <b>Tag For</b> CODE ENFORCEMENT			
6	<b>BOOSTPOWER</b> - AMQ Boost Power Box <b>Finish:</b> Paint F3 - Black AMQ <b>Tag For</b> CODE ENFORCEMENT	8	150.28	1,202.24
7	<b>1043575SR</b> - Interlock - BBF, FF STEELCASE <b>Tag For</b> CODE ENFORCEMENT	1	59.33	59.33
9	<b>RPF2427AF</b> - Pedestal-Fixed, 2 box / 1 file, Flush steel front, 22 5/8D x 15W x 27H <b>BASIC:</b> 7360 MERLE <b>LOCK:</b> 9201 POLISHED CHROME <b>KEYS:</b> SK PLUG <b>DWR OPT:</b> *OPT:DRAWER FEATURE OPTIONS <b>FULL DWR:</b> STD:FULL DRAWER <b>PULLS:</b> *OPT:PULL OPTIONS <b>INT PULL:</b> STD:INTEGRAL J, PULL <b>LOCK OPT:</b> *OPT:LOCK OPTIONS <b>SINGLELK:</b> STD:SINGLE LOCK STEELCASE <b>Tag For</b> CODE ENFORCEMENT	7	274.61	1,922.27
11	<b>4821410</b> - Amia; Chair, Upholstered, Arms <b>PLASTIC:</b> 6205 BLACK <b>UPHLSTRY:</b> 5F07 BLUE <b>ARMS:</b> *OPT:ARM OPTIONS <b>H/W/P/D:</b> STD:H/W/P/D ARMS <b>SEAT HGT:</b> *OPT:BASE ASSY HEIGHT RANGE <b>5" RANGE:</b> STD:5" PNEU SEAT HEIGHT RANGE <b>BASE OPT:</b> *OPT:BASE OPTION <b>PLASTIC:</b> STD:PLASTIC BASE <b>CASTERS:</b> CASTERS <b>HARD CST:</b> STD:HARD CASTERS <b>PACKAGE:</b> *OPT:PACKAGING OPTIONS <b>NA:</b> NOT APPLICABLE STEELCASE	8	598.15	4,785.20

Accepted by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

**AMERICAN BUSINESS INTERIORS**

2015 S. Waverly Place, Melbourne, Florida 32901  
ph 321.723.5003 | fx 321.984.4221  
State Lic. # ib c000444

**Quotation 48214**

Page 4 / 10 (cont'd)

Description		Quantity	Unit Price	Extended Price
11	Tag For CODE ENFORCEMENT			
12	TSATCANT - Cantilever BASIC: 7360 MERLE STEELCASE Tag For CODE ENFORCEMENT	7	43.05	301.35
13	TSATRC57 - Channel-Reinforcing, 57D STEELCASE Tag For CODE ENFORCEMENT	7	24.73	173.11
14	TSATSIDE - Support-Worksurface, Side STEELCASE Tag For CODE ENFORCEMENT	4	17.71	70.84
15	TSAWLR2442 - Worksurface-Straight, Low pressure laminate, 24D x 42W EDGE: 6703 ASH WENGE TOP-SURF: 2LAW ASH WENGE (LPL) STEELCASE Tag For CODE ENFORCEMENT	7	85.18	596.26
16	TSAWLR2472 - Worksurface-Straight, Low pressure laminate, 24D x 72W EDGE: 6703 ASH WENGE TOP-SURF: 2LAW ASH WENGE (LPL) STEELCASE Tag For CODE ENFORCEMENT	7	137.08	959.56
17	RSH42TAK - Shelf, Answer / Kick application, 42W BASIC: 7360 MERLE STEELCASE Tag For CODE ENFORCEMENT	7	100.31	702.17
18	TS71SSX - Receptacle-System ground, Line 1, 3+1 PLASTIC: 6000 BLACK CSTMPOPT: *OPT:CONTROLLED STAMP OPTION NOSTAMP: STD:NO STAMP STEELCASE Tag For CODE ENFORCEMENT	7	17.46	122.22
19	TS724THF - Frame, Horizontal package, Thin, 24W BASIC: 7360 MERLE TC OPT: *OPT:TOP CAP OPTIONS STD CAP: STD:STD TOP CAP	11	33.25	365.75

Accepted by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

**AMERICAN BUSINESS INTERIORS**

2015 S. Waverly Place, Melbourne, Florida 32901  
ph 321.723.5003 | fx 321.984.4221  
State Lic. # ib c000444

**Quotation 48214**

Page 5 / 10 (cont'd)

Description	Quantity	Unit Price	Extended Price
<b>19</b> <b>CABLEOPT:</b> *OPT:CABLE TRAY OPTION <b>NO TRAY:</b> NO CABLE TRAY <b>BASE OPT:</b> *OPT:BASE TRIM OPTIONS <b>KO BOTH:</b> STD:KNOCKOUT BASE BOTH SIDES <b>TRAY OPT:</b> *OPT:BASE TRAY OPTION <b>NO TRAY:</b> NO BASE TRAY STEELCASE Tag For        CODE ENFORCEMENT			
<b>20</b> <b>TS72SSX</b> - Receptacle-System ground, Line 2, 3+1 <b>PLASTIC:</b> 6000 BLACK <b>CSTMPOPT:</b> *OPT:CONTROLLED STAMP OPTION <b>NOSTAMP:</b> STD:NO STAMP STEELCASE Tag For        CODE ENFORCEMENT	7	17.46	122.22
<b>21</b> <b>TS73SSX</b> - Receptacle-System ground, Line 3, 3+1 <b>PLASTIC:</b> 6000 BLACK <b>CSTMPOPT:</b> *OPT:CONTROLLED STAMP OPTION <b>NOSTAMP:</b> STD:NO STAMP STEELCASE Tag For        CODE ENFORCEMENT	7	17.46	122.22
<b>22</b> <b>TS742THF</b> - Frame, Horizontal package, Thin, 42W <b>BASIC:</b> 7360 MERLE <b>TC OPT:</b> *OPT:TOP CAP OPTIONS <b>STD CAP:</b> STD:STD TOP CAP <b>CABLEOPT:</b> *OPT:CABLE TRAY OPTION <b>NO TRAY:</b> NO CABLE TRAY <b>BASE OPT:</b> *OPT:BASE TRIM OPTIONS <b>KO BOTH:</b> STD:KNOCKOUT BASE BOTH SIDES <b>TRAY OPT:</b> *OPT:BASE TRAY OPTION <b>NO TRAY:</b> NO BASE TRAY STEELCASE Tag For        CODE ENFORCEMENT	7	43.50	304.50
<b>23</b> <b>TS76024TK</b> - Panel skin-Tackable acoustical, 60H x 24W <b>SURFACE:</b> P204 NEW OPAL <b>FAB DIR:</b> *OPT:FABRIC DIRECTION <b>HORZ:</b> STD:HORIZONTAL APPLICATION	22	86.18	1,895.96

Accepted by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_



**AMERICAN BUSINESS INTERIORS**

2015 S. Waverly Place, Melbourne, Florida 32901  
ph 321.723.5003 | fx 321.984.4221  
State Lic. # ib c000444

**Quotation 48214**

Page 6 / 10 (cont'd)

Description		Quantity	Unit Price	Extended Price
23	STEELCASE Tag For CODE ENFORCEMENT			
24	TS76042TK - Panel skin-Tackable acoustical, 60H x 42W SURFACE: P204 NEW OPAL FAB DIR: *OPT:FABRIC DIRECTION HORZ: STD:HORIZONTAL APPLICATION STEELCASE Tag For CODE ENFORCEMENT	14	103.08	1,443.12
25	TS76072TK - Panel skin-Tackable acoustical, 60H x 72W SURFACE: P204 NEW OPAL FAB DIR: *OPT:FABRIC DIRECTION HORZ: HORIZONTAL APPLICATION ONLY STEELCASE Tag For CODE ENFORCEMENT	14	143.81	2,013.34
26	TS766TEPJ - Junction-End of run, Thin, 66H TRIM: *OPT:TRIM PACKAGE PAINT: PAINTED TRIM PKG UPRIGHT: UPRIGHT TEXT PNT: *UPRIGHT:TEXTURED PAINT 7360: MERLE STEELCASE Tag For CODE ENFORCEMENT	9	42.95	386.55
27	TS766TIPJ - Junction-In line, Thin, 66H STEELCASE Tag For CODE ENFORCEMENT	7	30.48	213.36
28	TS766TLPJ - Junction-L, Thin, 66H TRIM: *OPT:TRIM PACKAGE PAINT: PAINTED TRIM PKG UPRIGHT: UPRIGHT TEXT PNT: *UPRIGHT:TEXTURED PAINT 7360: MERLE STEELCASE Tag For CODE ENFORCEMENT	6	67.06	402.36
29	TS766TTPJ - Junction-T, Thin, 66H TRIM: *OPT:TRIM PACKAGE PAINT: PAINTED TRIM PKG	5	67.06	335.30

Accepted by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

**AMERICAN BUSINESS INTERIORS**

2015 S. Waverly Place, Melbourne, Florida 32901  
ph 321.723.5003 | fx 321.984.4221  
State Lic. # ib c000444

**Quotation 48214**

Page 7 / 10 (cont'd)

Description	Quantity	Unit Price	Extended Price
<b>29</b> <b>UPRIGHT:</b> UPRIGHT <b>TEXT PNT:</b> *UPRIGHT:TEXTURED PAINT <b>7360:</b> MERLE STEELCASE <b>Tag For</b> CODE ENFORCEMENT			
<b>30</b> <b>TS76BPX</b> - Power infeed, 3+1, 6L in ft <b>PLASTIC:</b> 6000 BLACK STEELCASE <b>Tag For</b> CODE ENFORCEMENT	2	107.51	215.02
<b>31</b> <b>TS772THF</b> - Frame, Horizontal package, Thin, 72W <b>BASIC:</b> 7360 MERLE <b>TC OPT:</b> *OPT:TOP CAP OPTIONS <b>STD CAP:</b> STD:STD TOP CAP <b>CABLEOPT:</b> *OPT:CABLE TRAY OPTION <b>NO TRAY:</b> NO CABLE TRAY <b>BASE OPT:</b> *OPT:BASE TRIM OPTIONS <b>KO BOTH:</b> STD:KNOCKOUT BASE BOTH SIDES <b>TRAY OPT:</b> *OPT:BASE TRAY OPTION <b>NO TRAY:</b> NO BASE TRAY STEELCASE <b>Tag For</b> CODE ENFORCEMENT	7	79.80	558.60
<b>32</b> <b>TS7PK24X</b> - Kit-Power, 3+1, 24W STEELCASE <b>Tag For</b> CODE ENFORCEMENT	7	86.18	603.26
<b>33</b> <b>TS7PK42X</b> - Kit-Power, 3+1, 42W STEELCASE <b>Tag For</b> PK/42	7	86.18	603.26
<b>34</b> <b>TS7PK72X</b> - Kit-Power, 3+1, 72W STEELCASE <b>Tag For</b> PK/72	7	130.24	911.68
<b>35</b> <b>USSBR</b> - Bracket-Side support STEELCASE <b>Tag For</b> SS	4	16.07	64.28
<b>36</b> <b>UEP24</b> - Panel-End, On module application, 24D x 27H <b>BASIC:</b> 7360 MERLE STEELCASE	3	159.06	477.18

Accepted by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_



AMERICAN BUSINESS INTERIORS

2015 S. Waverly Place, Melbourne, Florida 32901  
ph 321.723.5003 | fx 321.984.4221  
State Lic. # ib c000444

Quotation 48214

Page 8 / 10 (cont'd)

Description		Quantity	Unit Price	Extended Price
37	<b>LOCK9201FR</b> - Lock Cylinder-FR Series, Polished Chrome <b>LOCK:</b> 9201 POLISHED CHROME <b>KEYS:</b> SK CONSC STARTING KEY: FR329 STEELCASE	7	0.00	0.00
38	RECEIVE DELIVER ASSEMBLE AND INSTALL THE ABOVE DURING NORMAL BUSINESS HOURS MONDAY - FRIDAY. NO STAIR CARRY. AMERICAN	1	4,551.25	4,551.25

**Quotation Totals**

<b>Sub Total</b>	28,835.12
NON TAXABLE	0.00
<b>Grand Total</b>	<b>28,835.12</b>

End of Quotation

Accepted by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_



## AMERICAN BUSINESS INTERIORS

2015 S. Waverly Place, Melbourne, Florida 32901  
ph 321.723.5003 | fx 321.984.4221  
State Lic. # ib c000444

**Quotation 48214**

**Page 9 / 10 (cont'd)**

### Terms and Conditions:

**TERM:** All prices are quoted FOB shipping point and are guaranteed for thirty (30) days from date of quotation.

**ACCEPTANCE:** All orders require a hard copy or electronic purchase order or approved quotation with an authorized signature and date of acceptance.

**MODIFICATIONS:** Any modifications to an approved and acknowledged order are subject to the Seller's ability to conform and the manufacturer's approval. Changes must be made via a revised purchase order, change order or signed and dated revised quotation.

**CUSTOMER REQUIRED DATE:** A mutually agreeable (between Buyer and Seller) delivery date is required for each order and will be used as the customer required date.

**DEPOSIT \$:** A deposit of fifty percent (50%) is required on all orders.

### INVOICING

**TIMING:** Furniture with related installation and other services will be invoiced after delivery of the product to the job site. Direct shipments from the manufacturer will be invoiced upon shipment from the manufacturer. Services not related to purchase of product, may be invoiced in phases or after the services are substantially completed, as determined by the Seller.

**PAYMENT TERMS:** For furniture and related installation and other services, balance is due in full Net 10 days from date of invoice. Buyer agrees not to withhold payment on any invoice because of partial delivery or open punch list items. A reasonable hold back of up to five percent (5%) of the invoice amount is allowed if there are open items.

**FREIGHT:** Unless otherwise noted, all applicable freight charges are not included in the price quotation and will be invoiced as a separate line item.

**TAXES:** Unless otherwise noted, any applicable sales, use, excise, or any other taxes are not included in the price quotation and will be invoiced as a separate line item. Buyer agrees to pay any and all applicable taxes. If Buyer possesses a tax-exempt status, a certificate of tax exemption is to be provided prior to order placement. Buyer is responsible for self-assessment of any and all applicable taxes due to jurisdictions outside of the State.

**DELAY \$:** If Buyer is unable to receive product at the job site on the mutually agreed upon customer required date, product will be deemed delivered and will be invoiced as if delivered. Standard payment terms will apply. Buyer may withhold five percent (5%) of the invoice amount until actual delivery of product to the job site.

**SERVICE CHARGE:** A service charge of 1.5% per month will be assessed on all unpaid balances after 30 days from invoice date and after any judgment date. Buyer agrees to pay for all costs of collection including, but not limited to reasonable attorney's fees and costs incurred by Seller to collect past due balances.

**CREDIT CARD PURCHASES:** A 3% service charge is applied to all credit card purchases/transactions.

### OTHER CHARGES

**CHANGES/CANCELLATIONS:** Buyer will pay all additional charges from the manufacturer for order changes. Express Ship Orders cannot be changed or cancelled. All product is custom manufactured to customer specifications and, therefore, cannot be returned. Cancellations: 20% min. charge if Mfg. approves, 90% if Mfg. does not. Changes after order entry; \$50/line. The pricing quoted allows for no changes in the design/specification. Further design changes will be billed at a standard hourly rate.

**EXTRA HANDLING IF SITE NOT READY:** If job site is not available on mutually agreed upon customer required date, charges will be assessed to the Buyer for additional handling or redirecting of product at a standard hourly rate.

**STORAGE:** If job site is not available on mutually agreed upon customer-required date, Buyer will be responsible for a storage charge of three and a half percent (3.5%) per month, minimum \$175.00 per month.

**EXTRA HANDLING DUE TO SITE CONDITIONS:** Charges will be assessed to the Buyer for excessive handling, storage and transportation incurred because of site conditions, activity of other trades, or other reasons not specifically identified in the price quotation at a standard hourly rate or actual charges if performed by a third party.

**OVERTIME:** Unless otherwise stated, delivery and installation will be made during Seller's normal business hours (between 8:00 AM and 5:00 PM Monday-Friday, excluding holidays and weekends). Any additional labor costs resulting from overtime work performed at the Buyer's request will be paid by the Buyer.

**PARTIAL DELIVERIES:** Seller reserves and retains the right in its sole discretion, to make and invoice for partial shipments of merchandise and/or provision of services.

### DELIVERY AND INSTALLATION

**SELLER'S RESPONSIBILITIES:** Other than for drop shipments. Seller will receive, inspect, stage, deliver, and install Buyer's goods. All furnishings will be clean and put into good working order. Carton and packing materials will be removed and premises left in good order. When applicable, Seller may direct shipments directly to the job site.

**FREIGHT CLAIM \$:** Claims for product damaged in transit will be processed by Seller and damaged product will be repaired or replaced to the

Accepted by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_



## AMERICAN BUSINESS INTERIORS

2015 S. Waverly Place, Melbourne, Florida 32901  
ph 321.723.5003 | fx 321.984.4221  
State Lic. # ib c000444

**Quotation 48214**

**Page 10 / 10 (cont'd)**

reasonable satisfaction of Buyer only for product purchased, delivered and installed.

**DROP SHIPMENTS:** In case of drop shipments where product is delivered without installation, Buyer will receive, inspect and install ordered goods. Buyer is also responsible for filing necessary freight claims in the event of damage.

**USED PRODUCT:** The Buyer recognizes that used product comes in "as is" condition. Although the Seller will do its best to provide a functional and aesthetically pleasing product, the Buyer understands the product will have normal wear and tear (e.g. dents, scratches, dirt) and carries no warranty.

**CONDITION OF JOB SITE:** Job site will be clean and clear of all obstructions prior to installation. Buyer will provide adequate facilities and space for unloading, staging, moving, handling, and storing of product at the job site. Additional charges will apply if the conditions prevent the Seller from completing the work efficiently.

**JOB SITE SERVICES:** Buyer will furnish electrical current, HVAC, lighting, and elevator service at job site without charge to Seller. If any of these are not provided, Buyer will be responsible for additional charges.

**PROTECTION OF DELIVERED GOODS:** Buyer is responsible for security and safekeeping product after delivery at job site.

**RISK OF LOSS:** Upon delivery of product to Buyer's site, or into storage negotiated by Buyer if job site is not ready on mutually agreed upon date, Buyer assumes all risk of loss of delivered/stored product and shall not be released from any obligations under this agreement due to product's loss, damage or disrepair following delivery/storage.

**ELECTRICAL CONNECTION:** The Buyer will be responsible for making any electrical connections between the building and the furniture.

**PHONE/DATA:** The Buyer will be responsible for supplying hardware and installation of phone/data lines and connections.

### ADDITIONAL TERMS

**LEASING:** The Buyer and Seller agree that this sale is not contingent on the Buyer obtaining financing or leasing. The Buyer is responsible for securing financing or leasing.

**WARRANTIES:** Seller makes no warranties of product sold hereunder whatsoever, including any warranty of merchantability or warranty that the furniture is fit for any particular purpose. Seller may act as Buyer's agent in the event of claims of defective materials or workmanship that may be made within the warranty period stated by the manufacturer, supplier or fabricator. The Buyer shall rely exclusively upon warranties provided by the manufacturer, supplier or fabricator of all products sold hereunder. If Seller is asked to perform warranty work and it is subsequently determined that the furniture is not covered by any manufacturer, supplier or fabricator warranty, Buyer will be charged for service at the then current rate.

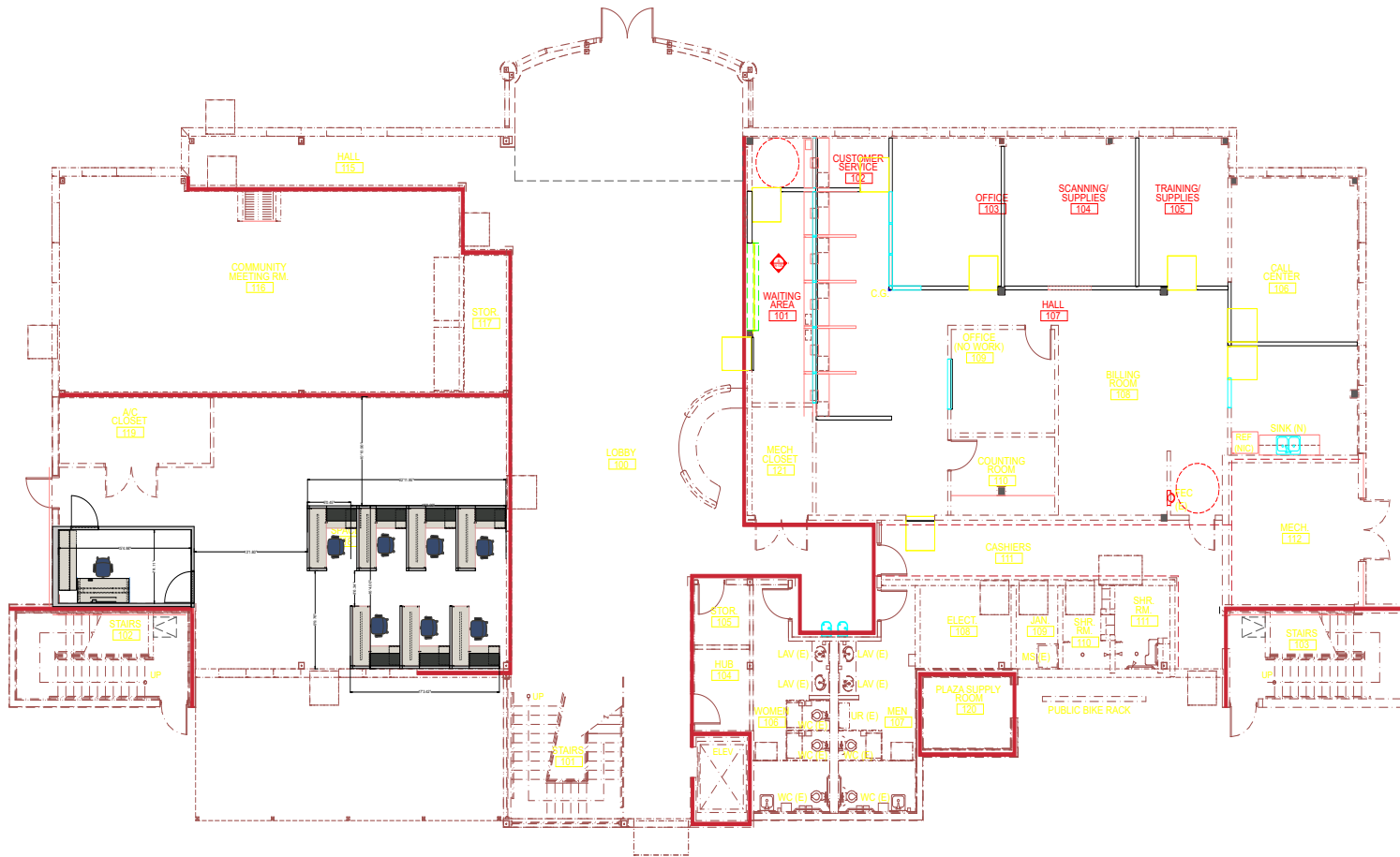
**TITLE AND SECURITY INTEREST:** Seller retains title to all goods until Buyer has performed all of its obligations under this agreement and the purchase price of the goods and related services has been fully paid to the Seller. Seller retains security interest in the goods, all accessories, replacements of the proceeds from the goods as security for the performance by Buyer of all of the Buyer's obligations arising under this agreement and the purchase order.

**INTERPRETATION OF TERMS AND CONDITIONS:** This writing is intended by all parties as the final expression of their agreement and is intended also as a complete and exclusive statement of the terms of their dealings between the parties, if any, and no usage of the trade shall be relevant to supplement or explain any term used in this agreement. No failure or conditions of this Agreement, in any instance, shall be construed as a waiver or therewith in the future. Whenever a term defined by the Uniform Commercial Code as contained in the Code is to control.

**ACTS BEYOND REASONABLE CONTROL:** Seller shall not be liable for any delay or failure to deliver any or all of the product in case delay or failure is caused by labor disputes, strikes, wars, riots, act of God, or any other cause, contingency or circumstances which prevent or hinder the manufacture or delivery of the product beyond the reasonable control of the Seller.

**WAIVER:** No claim or right arising out of a breach of this Agreement can be discharged in whole or in part by a waiver or renunciation of the claim or right unless it is supported by a consideration and is in writing signed by the aggrieved party.

Accepted by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_



PROJECT:



AMERICAN  
BUSINESS  
INTERIORS

2015 S. WAVERLY PLACE  
MELBOURNE, FLORIDA 32901  
PH: 321. 723.5003  
FAX: 321.984.4221  
STATE LIC. #: IB C000444

PLEASE SIGN THIS  
SHEET.

BY SIGNING THIS  
DRAWING YOU ARE  
STATING THAT YOU  
HAVE REVIEWED AND  
ACCEPTED THE LAYOUT  
AND ITS RELATIONSHIP  
TO ANY QUOTED  
PROPOSALS AFFILIATED  
WITH THE SAME.

**APPROVED**

APPROVED BY:

PRINT NAME

TITLE

SIGNATURE

DATE

NUMBER	REVISION	DATE
	Enter text here	Enter text here
	Enter text here	Enter text here
	Enter text here	Enter text here

DRAWN BY: pam

CHECKED BY: Enter text here

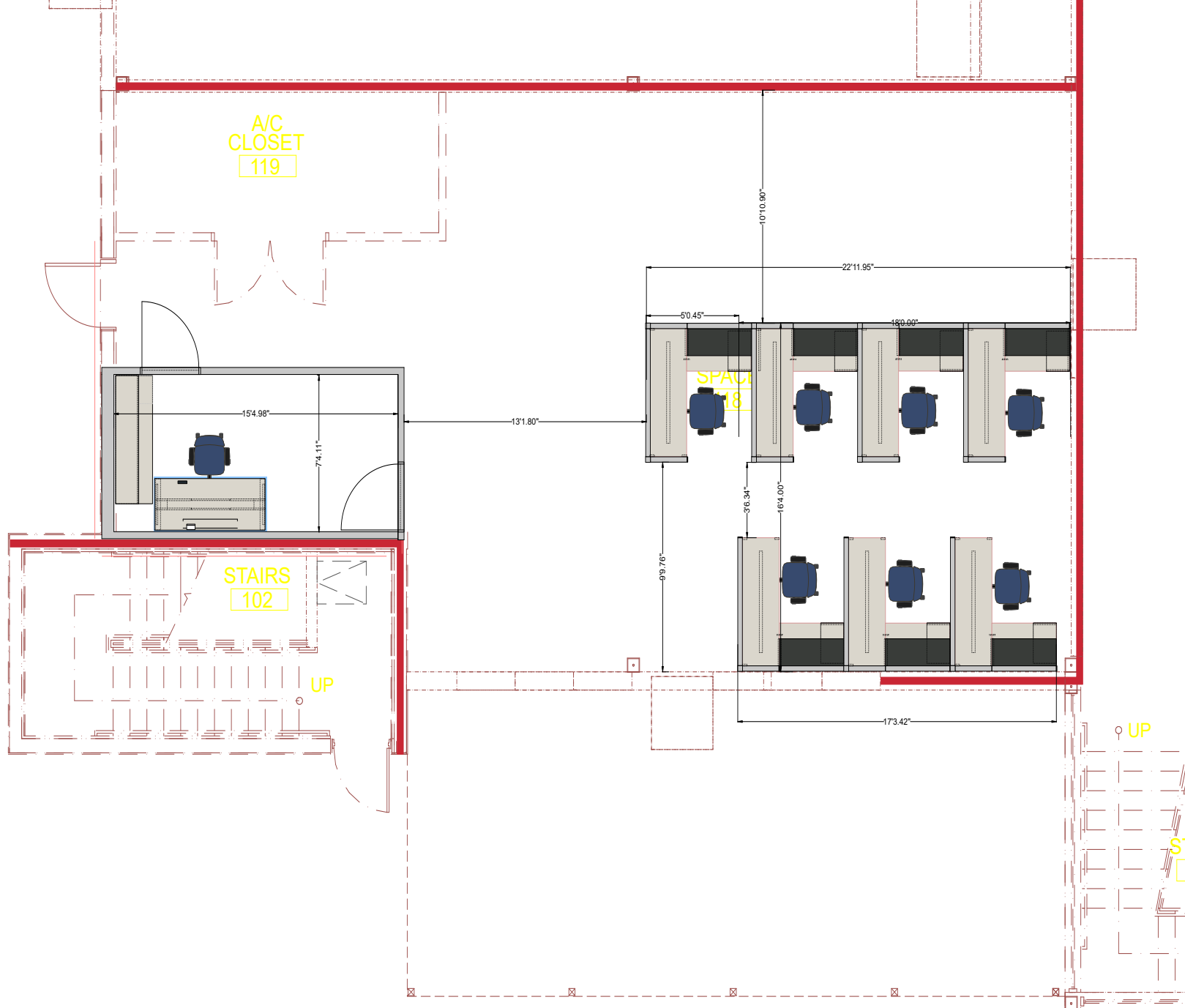
DATE: 3/15/2024

ORDER NUMBER:  
CITY OF PALM  
BAY

PRINT TITLE:  
1ST FLOOR CITY  
HALL

DRAWING TITLE:  
Enter text here

SHEET NUMBER:  
F - 100



PROJECT:



AMERICAN  
BUSINESS  
INTERIORS  
  
2015 S. WAVERLY PLACE  
MELBOURNE, FLORIDA 32901  
PH: 321. 723.5003  
FAX: 321.984.4221  
STATE LIC. #: IB C000444

PLEASE SIGN THIS  
SHEET.

BY SIGNING THIS  
DRAWING YOU ARE  
STATING THAT YOU  
HAVE REVIEWED AND  
ACCEPTED THE LAYOUT  
AND ITS RELATIONSHIP  
TO ANY QUOTED  
PROPOSALS AFFILIATED  
WITH THE SAME.

**APPROVED**

APPROVED BY:

PRINT NAME

TITLE

SIGNATURE

DATE

NUMBER	REVISION	DATE
	Enter text here	Enter text here
	Enter text here	Enter text here
	Enter text here	Enter text here

DRAWN BY: pam

CHECKED BY: Enter text here

DATE: 3/15/2024

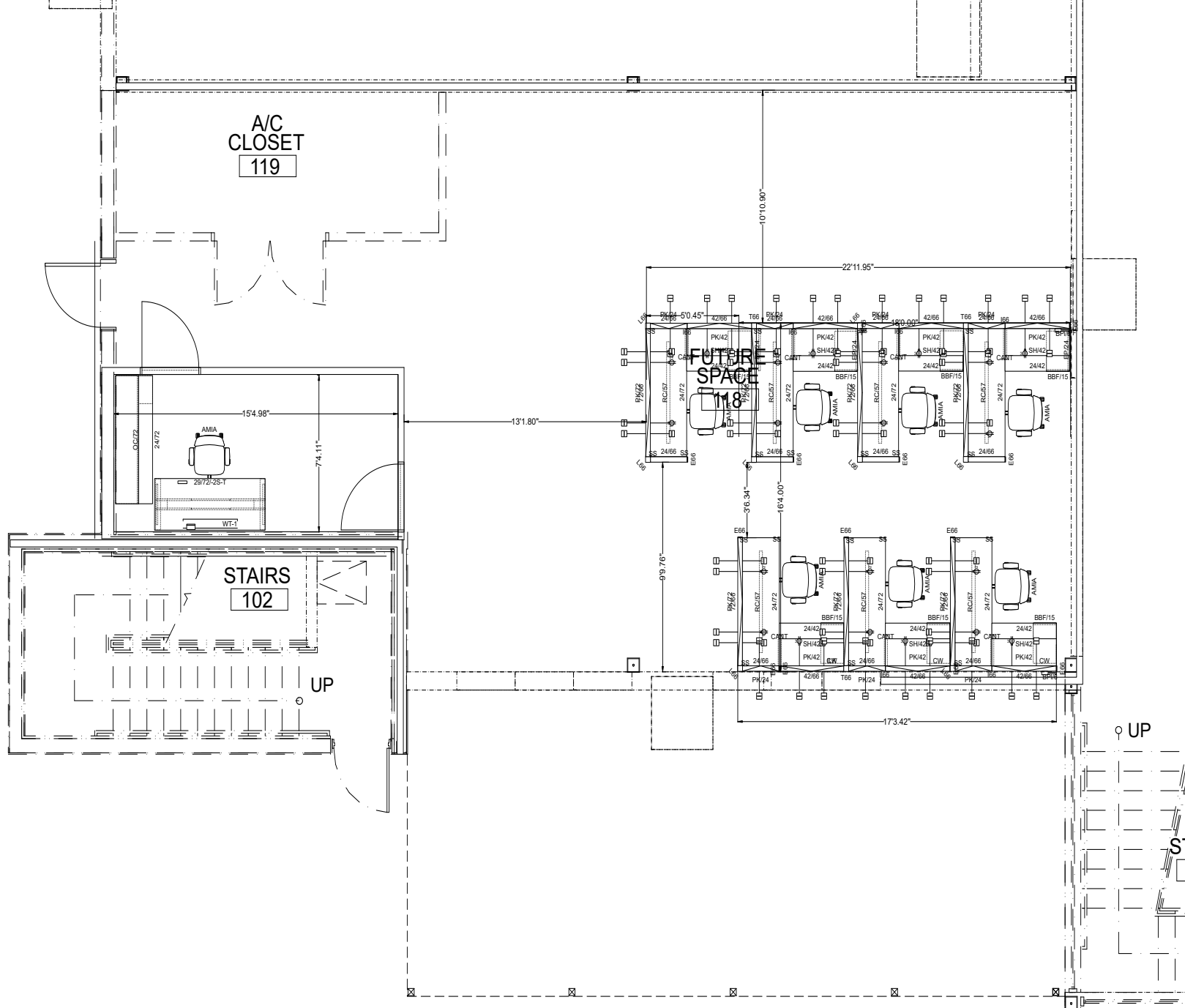
ORDER NUMBER:  
CITY OF PALM  
BAY

PRINT TITLE:  
1ST FLOOR CITY  
HALL

DRAWING TITLE:  
Enter text here

SHEET NUMBER:  
F - 100





PROJECT:



AMERICAN  
BUSINESS  
INTERIORS

2015 S. WAVERLY PLACE  
MELBOURNE, FLORIDA 32901  
PH: 321.723.5003  
FAX: 321.984.4221  
STATE LIC. #: IB C000444

PLEASE SIGN THIS  
SHEET.

BY SIGNING THIS  
DRAWING YOU ARE  
STATING THAT YOU  
HAVE REVIEWED AND  
ACCEPTED THE LAYOUT  
AND ITS RELATIONSHIP  
TO ANY QUOTED  
PROPOSALS AFFILIATED  
WITH THE SAME.

**APPROVED**

APPROVED BY:

PRINT NAME

TITLE

SIGNATURE

DATE

NUMBER	REVISION	DATE
	Enter text here	Enter text here
	Enter text here	Enter text here
	Enter text here	Enter text here

DRAWN BY: pam

CHECKED BY: Enter text here

DATE: 3/15/2024

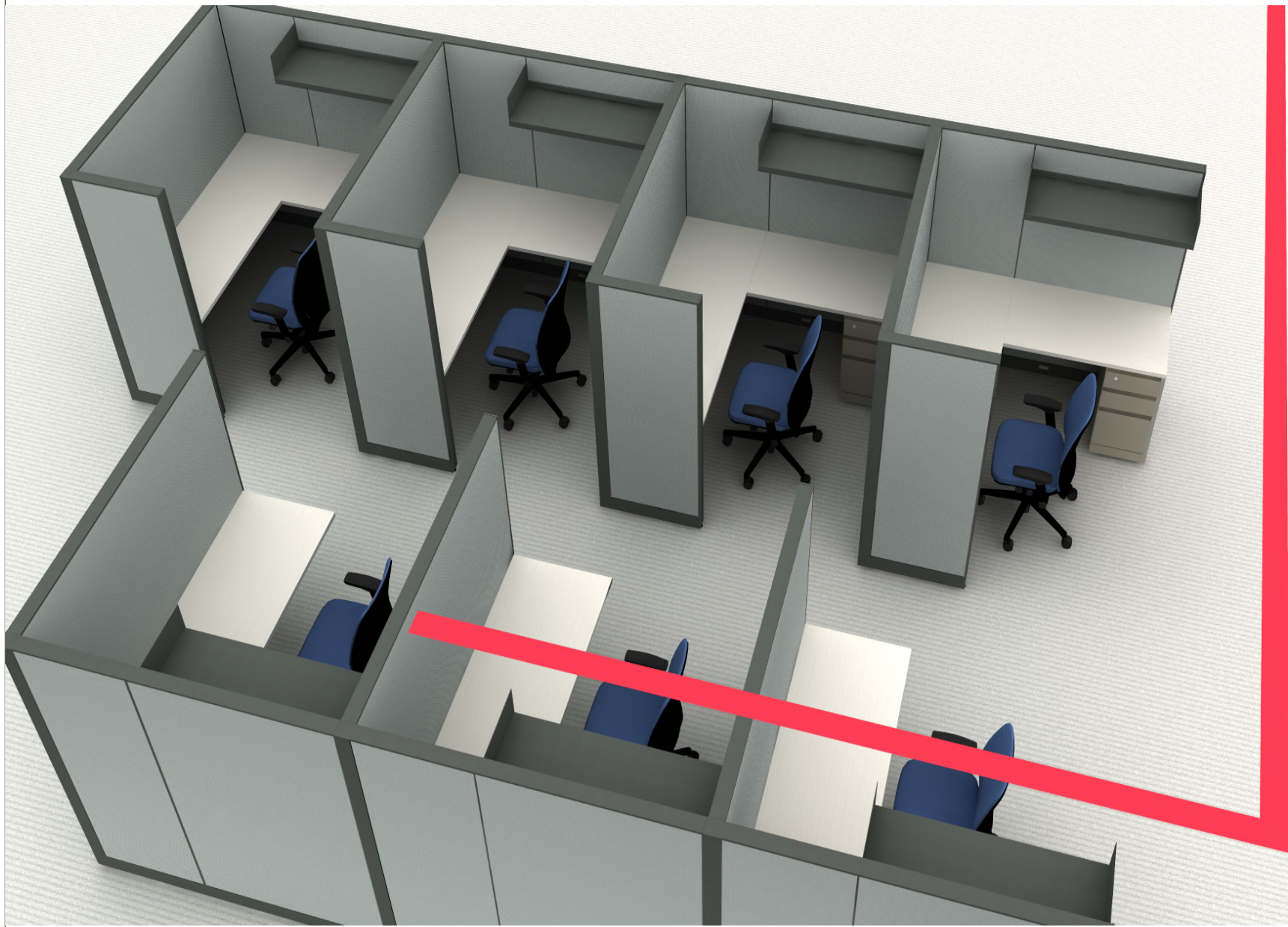
ORDER NUMBER:  
CITY OF PALM  
BAY

PRINT TITLE:  
1ST FLOOR CITY  
HALL

DRAWING TITLE:  
Enter text here

SHEET NUMBER:  
F - 100





PROJECT:



AMERICAN  
BUSINESS  
INTERIORS  
  
2015 S. WAVERLY PLACE  
MELBOURNE, FLORIDA 32901  
PH: 321.723.5003  
FAX: 321.984.4221  
STATE LIC. #: IB C000444

PLEASE SIGN THIS  
SHEET.

BY SIGNING THIS  
DRAWING YOU ARE  
STATING THAT YOU  
HAVE REVIEWED AND  
ACCEPTED THE LAYOUT  
AND ITS RELATIONSHIP  
TO ANY QUOTED  
PROPOSALS AFFILIATED  
WITH THE SAME.

**APPROVED**

APPROVED BY:

PRINT NAME

TITLE

SIGNATURE

DATE

NUMBER	REVISION	DATE
	Enter text here	Enter text here
	Enter text here	Enter text here
	Enter text here	Enter text here

DRAWN BY: pam

CHECKED BY: Enter text here

DATE: 3/15/2024

ORDER NUMBER:

CITY OF PALM  
BAY

PRINT TITLE:

1ST FLOOR CITY  
HALL

DRAWING TITLE:

Enter text here

SHEET NUMBER:

F - 100





PROJECT:



AMERICAN  
BUSINESS  
INTERIORS  
  
2015 S. WAVERLY PLACE  
MELBOURNE, FLORIDA 32901  
PH: 321.723.5003  
FAX: 321.984.4221  
STATE LIC. #: IB C000444

PLEASE SIGN THIS  
SHEET.

BY SIGNING THIS  
DRAWING YOU ARE  
STATING THAT YOU  
HAVE REVIEWED AND  
ACCEPTED THE LAYOUT  
AND ITS RELATIONSHIP  
TO ANY QUOTED  
PROPOSALS AFFILIATED  
WITH THE SAME.

**APPROVED**

APPROVED BY:

PRINT NAME

TITLE

SIGNATURE

DATE

NUMBER	REVISION	DATE
	Enter text here	Enter text here
	Enter text here	Enter text here
	Enter text here	Enter text here

DRAWN BY:	pam
CHECKED BY:	Enter text here
DATE:	3/15/2024

ORDER NUMBER:
CITY OF PALM BAY

PRINT TITLE:
1ST FLOOR CITY HALL

DRAWING TITLE:
Enter text here

SHEET NUMBER:
F - 100