

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date:	November 18, 2025	☒ Consent	☐ Regular
		☐ Workshop	☐ Public Hearing
Department:	Fire Rescue		

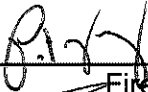
I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: a First Amendment to Interlocal Agreement for Fire Protection and Emergency Medical Services (Agreement) with the Town of Manalapan (Town) to address a space study analysis.

Summary: On May 7, 2024, the County entered into the Agreement with the Town, to provide Fire Protection and Emergency Medical Services to the Town (R2024-0478). The First Amendment provides for the County to fund half the cost of a mutually desired space utilization study and preliminary design procured by the Town, by applying a one (1)-time credit to the Town's contract price for services under the Agreement, not to exceed \$45,000. The space utilization study and preliminary design includes the Town Facility identified in the Agreement, also known as Fire Station 38. Countywide (SB)

Background and Justification: On September 9, 2014 the County entered into a ten (10) year Interlocal Agreement with the Town, to provide Fire Protection and Emergency Medical Services (R2014-1336). On May 7, 2024, the County entered into the Agreement with the Town, to continue to provide Fire Protection and Emergency Medical Services (R2024-0478) for an additional ten (10) years, based on a contract price methodology set out in the Agreement. The Town and the Town of South Palm Beach both receive fire rescue services from Fire Station 38 located within the Town of Manalapan.

- Attachments:**
- 1. First Amendment to the Agreement

Recommended by:		10-20-2025
	Assistant Fire Chief	Date
Approved by:		10-20-2025
	Fire Rescue Administrator	Date
Approved by:		10/28/2025
	Deputy County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2026	2027	2028	2029	2030
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	<u>\$45,000</u>	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<u>*\$45,000</u>	_____	_____	_____	_____
# ADDITIONAL FTE POSITIONS (Cumulative)	<u>0</u>	_____	_____	_____	_____

Is Item Included in Current Budget? Yes X No
Does this item include the use of federal funds Yes No X
Does this item include the use of State Funds? Yes No X

Budget Account No.: Revenue Fund 1300 Dept 440 Unit 4210 Rvsc 4221

B. Recommended Sources of Funds/Summary of Fiscal Impact:

* Fiscal impact is unknown at this time. The credit has a not to exceed amount of \$45,000 and will be applied within the appropriate fiscal year upon completion of the Phase 1 space utilization and preliminary design.

C. Departmental Fiscal Review: *Ramon Magrini* 10/24/25

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development and Control Comments:

John M. ... 10/21/25
OFMB QS 10/21/25
VS 10/24/25

Armando Mach 10/22/25
Contract Development and Control 25.10.22.25
10/22/25 TW

B. Legal Sufficiency

Ben Bur 10/24/25
Assistant County Attorney

C. Other Department Review:

Department Director

(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)

**FIRST AMENDMENT TO INTERLOCAL AGREEMENT FOR
FIRE PROTECTION AND EMERGENCY MEDICAL SERVICES
BY AND BETWEEN
THE TOWN OF MANALAPAN AND PALM BEACH COUNTY**

THIS FIRST AMENDMENT TO INTERLOCAL AGREEMENT FOR FIRE PROTECTION AND EMERGENCY MEDICAL SERVICES is made and entered into this _____ day of _____, 2025, by and between the TOWN OF MANALAPAN, a Florida municipal corporation located in Palm Beach County, Florida (hereinafter the “Town”) and PALM BEACH COUNTY, FLORIDA, a political subdivision of the State of Florida (hereinafter the “County”), by and through its Board of County Commissioners.

WITNESSETH

WHEREAS, the parties entered into that certain Interlocal Agreement for Fire Protection and Emergency Medical Services (R2024-0478) dated May 7, 2024 (hereinafter the “Agreement”); and

WHEREAS, the parties mutually desire to amend the Agreement to address a space study analysis.

NOW, THEREFORE, in consideration of the mutual representations, terms and covenants hereinafter set forth, the parties hereby agree as follows:

1. SECTION 6, SUBSECTION K - FACILITY, of the Agreement is hereby amended to add a new paragraph to the end of Subsection K to read as follows:

The parties mutually desire a space utilization study and preliminary design that includes the Town Facility identified in the Agreement, also known as Station 38. The

Town will obtain the space utilization study and preliminary design, as set forth as Phase 1 in its RFQ 25-002. The County agrees to fund half the cost of said space utilization study and preliminary design, by applying a one-time credit to the Town's contract price for services under the Agreement, but not to exceed an amount of \$45,000, as set forth herein. Upon completion of the Phase 1 space utilization study and preliminary design, the Town will provide the County with documentation of the cost of the completed Phase 1 space utilization study and preliminary design. Upon receipt of such documentation acceptable to the County, the County will then reflect the one-time credit on the next subsequent County invoice to the Town for services under the Agreement.

2. A copy of this First Amendment shall be filed with the Clerk of the Circuit Court in and for Palm Beach County.
3. Except as specifically modified herein, all other terms and conditions of the Agreement shall remain in full force and effect.

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IN WITNESS WHEREOF, the parties through their duly authorized representatives do hereby execute this First Amendment on the date first written above.

ATTEST:
MIKE CARUSO, CLERK
OF THE CIRCUIT COURT
& COMPTROLLER

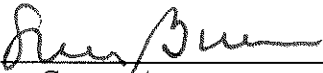
PALM BEACH COUNTY, FLORIDA,
BY ITS BOARD OF COUNTY
COMMISSIONERS

By: _____
Deputy Clerk

By: _____
Mayor

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

APPROVED AS TO TERMS AND
CONDITIONS

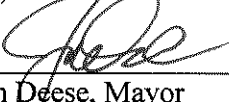
By: 
County Attorney

By: 
Fire Rescue

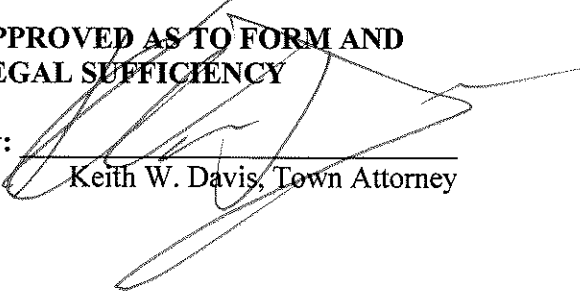
ATTEST:

TOWN OF MANALAPAN,
FLORIDA, BY ITS TOWN COUNCIL

By: 
Erika Petersen, Town Clerk

By: 
John Deese, Mayor

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

By: 
Keith W. Davis, Town Attorney

