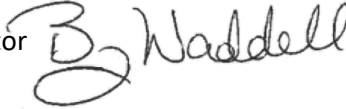


MEMORANDUM

TO: Lenore Bishop, Purchasing and Contracts Manager

FROM: Britany Waddell, Planning Director

A handwritten signature in dark ink, appearing to read "B. Waddell", is written over the "FROM:" line.

DATE: January 9, 2026

SUBJECT: Sole Source Vendor

The purpose of this memorandum is to certify that Temple, Inc. is the sole distributor of the Carmanah Rectangular Rapid Flashing Beacons (RRFBs). While there are other RRFBs available through other vendors, this purchase is consistent with other equipment currently operated and maintained by the Town of Chapel Hill. It is more efficient to order parts for equipment that is manufactured by the same vendor and parts that are interchangeable.

Please let me know if you need any additional information.