



City of Boynton Beach Agenda Item Request Form

Meeting Date: 07/ 7/2026

Proposed Resolution No. R26-115- Approving a First Amendment to the Agreement between the City of Boynton Beach and Shamtec, Inc. for RFP No. 25-058R for HVAC Equipment, Maintenance Products, Services, and Repairs, to increase the annual not-to-exceed amount from \$500,000 to \$700,000 and revising the scope to include additional locations.

Requested Action: Staff recommends approval of Proposed Resolution No. R26-115.

Explanation of Request: On November 4, 2025, the City entered into Contract No. 25-058R with Shamtec, Inc. (approved by Resolution No. R25-290) for citywide HVAC equipment maintenance, products, services, and repairs, with an annual not-to-exceed amount of \$500,000. This contract was solicited through an RFP with the City. As the City began the contract, staff realized that multiple locations were not listed, and we needed to rework the scope for the DES plant. Therefore, Procurement Services, along with Public Works, met and negotiated with the contractor.

This First Amendment adds eight (8) new service locations and increases the annual not-to-exceed amount to \$700,000 (comprised of \$547,376.00 in base fees and \$152,624.00 as an allowance for additional work outside the regular maintenance schedule), reflecting the expanded scope.

The total additional annual cost for the new locations is \$149,100.00, as detailed in Exhibit A.

How will this affect city programs or services? This amendment ensures uninterrupted HVAC services across all City facilities, supports expanded service needs, and maintains safe, comfortable, and energy-efficient environments for employees and the public.

Budgeted Item: Yes

Account Line Item and Description: Annually \$700,000, across various departmental accounts.

Fiscal Impact: This is a budgeted item.

Attachments:

[R26-115 Agenda_Item_4749-2026_Resolution_for_Shamtec_Amd__1.docx](#)
[Exhibit A to Resolution - Signed Amendment No. 1](#) · [Exhibit A](#)

R25-290 to approve Agreement
Original Agreement â€” RFP 25-058R executed
COI - Shamtec