



City of Boynton Beach Agenda Item Request Form

Meeting Date: 03/18/2025

Proposed Resolution No. R25-070- Approve the Piggyback Agreement with The Ware Group, LLC d/b/a Johnstone Supply, LLC for the purchase of HVAC equipment, parts, supplies (OEM), and services, piggybacking Palm Beach County (PBC) IFB #18-091/HS Contract #18091, with an annual total not to exceed \$150,000.

Requested Action: Staff recommends approval of Proposed Resolution No. R25-070.

Explanation of Request:

Agreement Term: January 8, 2025- June 17, 2025

The Public Works Department will use Johnstone Supply to purchase HVAC equipment, parts, OEM supplies, and services for City buildings and facilities. The Piggyback Agreement authorizes a total expenditure of \$150,000 over the term of the agreement.

The City of Boynton Beach effectively saves both time and money by piggybacking contracts in accordance with NIGP (National Institute of Governmental Purchasing) best practices. By leveraging existing contracts awarded by other government entities, the City avoids the time-consuming process of competitive bidding for every purchase, thus streamlining procurement and expediting the delivery of goods and services.

This approach not only reduces administrative costs but also ensures access to pre-negotiated, often more favorable pricing, benefiting from the collective bargaining power of larger groups. Adopting NIGP best practices further ensures transparency, compliance, and the effective use of taxpayer funds while maintaining high standards of procurement efficiency. The Palm Beach County procurement process meets the City's competitive bidding requirements.

How will this affect city programs or services? Ensure continuity of the HVAC services throughout the City.

Budgeted Item: Yes

Account Line Item and Description: BLDG SUPPLIES/MATERIALS - 001-2511-519.52-24
OTHER CONTRACTUAL SRVS - 401-2811-536.49-17
OTHER CONTRACTUAL SRVS - 401-2821-536.49-17

Fiscal Impact: This is a budgeted item.

Attachments:

[R25-070 Agenda_Item_2643-2025_Piggyback_Agreement_with_Johnstone_Supply.docx](#)
[Exhibit A to Resolution - Piggyback Agreement - Johnstone](#)
[Extension Letter - PBC Contract 18091](#)
[Solicitation - 18-091-HS - PBC](#)
[Solicitation 18-091-HS - summary](#)
[BID Response tabulation -.pdf](#)
[Advert - Notice of Solicitation - IFB 18-091-HS - County.pdf](#)