

AGENDA ITEM REPORT

DATE: January 20, 2026
DEPARTMENT: Facilities Construction & Management
REQUESTER: Ehab Guirguis
TITLE: Approve Piggyback Purchase of HVAC Parts, Equipment & Supplies

I. MOTION REQUESTED

- A. Approve Piggyback No. PB250405AVR- HVAC Parts, Equipment & Supplies to utilize pricing on the Collier County Public Schools (CCPS) for ITB No. 25-135-HVAC Parts, Equipment and Supplies, for the purchase of air conditioning parts, equipment, and/or other related supplies, on an as needed basis, through the contract expiration date of June 30, 2027, and any renewals or extensions approved by Collier County Public Schools (CCPS), as approved in the department's annual adopted budgets. Staff recommends approval of purchase from Johnstone Supply, Inc., as approved primary, and the lowest price from alternate vendors, Naples Armature Works, LLC and Hands on Development, LLC as per the attached tabulation sheet, multiple vendors are necessary to ensure a source of supply is readily available to meet the needs of the County.
- B. Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
- C. Grant the County Manager or designee the authority to renew the contract(s), after the initial period of July 1, 2025, through June 30, 2027, with renewal options for up to two additional one-year terms (the County may also cancel the agreement if deemed to be in the best interest of Lee County).

II. ITEM SUMMARY

Approves a piggyback to use pricing on the Collier County Public Schools contract with Johnstone Supply, Inc., as approved primary, and from alternate vendors, Naples Armature Works, LLC, Hands on Development, LLC to purchase HVAC parts, equipment and supplies.

A market analysis was completed and the purchase under this contract will represent a savings of 14%–96%. The purchase of HVAC parts, equipment and supplies is included in the current budget. Purchases will be made on an as-needed basis. Individual purchases in excess of \$100,000.00 will be brought to the Board for approval and a market analysis will be performed.

Using the piggyback method allows the County to take advantage of large-scale contract volume discounts. The County benefits from a shorter timeframe because a competitive procurement process has already been conducted.

III. BACKGROUND AND IMPLICATIONS OF ACTION

On February 2, 2021 the Board approved PB210048JJB for HVAC parts and supplies. This was a piggyback of the Collier County Public Schools to purchase parts and supplies from local vendors. The piggyback was renewed yearly simultaneously as Collier County Schools renewed their contract. The term and all renewals for this contract have come to an end.

Collier County Schools competitively resolicited for a new award for these services. The new contract awarded by Collier County Schools is now presented to the Board for piggybacking

IV. FINANCIAL INFORMATION

Current Year Dollar Amount:	See Comments below.
Included in the Current Budget?:	Yes
Fund:	Various
Comments:	Expenditures will be on an as-needed basis as approved in departments' annual adopted budgets.

Is this a revenue or expense item? Expense

Is this Discretionary or Mandatory? Discretionary

Will this item impact future budgets? No
Program: Major Maintenance and Operating Programs
Project: HVAC Parts, Equipment & Supplies
Account Strings: Various
Fund Type? Various

V. RECOMMENDATION

Approve

ATTACHMENTS:

Piggyback PB250405AVR, Market Analysis, Signed Agreement Johnstone Supply, Signed Agreement Naples Armature Works, LLC, Signed Agreement Hand on Development, LLC

REVIEWERS:

Melanie Harvey, Facilities Construction & Management
Mary Tucker, Procurement
Ehab Guirguis, Facilities Construction & Management
Anne Henkel, Budget Services
Peter Winton, County Manager
Amanda Swindle, County Attorney
Glen Salyer, County Manager

Created/Initiated - 1/8/2026
Approved - 1/9/2026
Final Approval - 1/13/2026