



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: August 20, 2025

Originating Department: Public Works

Agenda Title: Resolution 50-08-25 – 1st Amendment - Quarterly Air Conditioning Preventive Maintenance and Emergency Repair Services Agreement - Altman Air Conditioning Co., Inc.

Approved by Town Manager: _____ **Date:** _____

Cost of Item: \$7,916.00 **Funding Source:** Contractual Services

Account Number: 001-597-408-34000 **Finance Signature:** Barbara A. Gould

Advertised: _____

Date: _____ **Newspaper:** _____

Attachments: First Renewal Amendment to the Agreement

Resolution No. 50-08-25

Original Agreement (Executed 2022)

Please initial one:

_____ Yes, I have notified everyone.

_____ Not applicable in this case

Summary Explanation/Background:

The Public Works Department has identified a need to renew the current agreement with Altman Air Conditioning Company, Inc. to provide quarterly air conditioning preventive maintenance and emergency repair services at various Town facilities. The current 3-year agreement has expired on March 15, 2025 and the proposed one-year renewal would be retroactive back to March 15, 2025 and extend to March 15, 2026, in the amount of \$7,916.

If approved, the Town Commission would accept the Altman Air Conditioning Company's approved pricing (No Rate Change), including all terms, conditions and pricing therein. The proposed renewal would be for one (1) year and would provide the option with one additional, 1-year renewal remaining

available to the Town. The Town will not expend more than the amount within the approved budget as it may be adopted/amended each year for these goods and services over the term of this contract.

Note: Various documents related to the previous Request for Quotation (RFQ #102-2022 – January 31 2022) process are either attached and/or available for review by contacting the Town Clerk's Office, including, but not limited to, Notice to Negotiate, final scoring matrix, RFQ #102-2022 and published addendums and the RFQ Advertisement, as required.

Funding to support this service is available within the current FY 2025 Budget and will be presented for consideration within the proposed FY 2026 Budget. The total annual cost is proposed to be \$7,916 per year.

The proposed 1st Amendment to the current Agreement was prepared by the Public Works Director and reviewed by Town's current vendor, Altman Air Conditioning Company, the Finance Director, and the Town Attorney.

The Town has previously worked with the proposed vendor and they have provided a quality product and good customer service.

Recommendation:

I move to approve Resolution 50-08-25 and the 1st Amendment to the Quarterly Air Conditioning Preventive Maintenance and Emergency Repair Services Agreement with Altman Air Conditioning Co., Inc., retroactively effective from March 16, 2025, in the amount of \$7,916; and the authorize the Mayor to execute the proposed 1st Amendment.