



## Legislation Details (With Text)

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**Title:** CONSIDER APPROVAL OF AGREEMENT FOR LEASE OF DRINKING WATER DISPENSING SERVICES TO BLUETRITON BRANDS, INC. (CITY COUNCIL)  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. Exhibit B: RFP 21-09 Evaluation Summary, 2. Eaxhibit C: Water Dispenser Rental Agreement

Date	Ver.	Action By	Action	Result
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## Report to Mayor and City Council

Tuesday, July 20, 2021

Consent

### SUBJECT:

**CONSIDER APPROVAL OF AGREEMENT FOR LEASE OF DRINKING WATER DISPENSING SERVICES TO BLUETRITON BRANDS, INC. (CITY COUNCIL)**

### I. SUMMARY

The City leases water dispensing units throughout various City facilities, including City Hall, Juanita Mellinder-McDonald Community Center, Corporate Yard, and park facilities. On February 25, 2021, a Request for Proposal ("RFP") notice was published to solicit qualified vendors to obtain a three-year lease agreement to provide drinking water dispensers to the City. The City currently leases units annually through DS Services of America, Inc. The present lease agreement expires on July 31<sup>st</sup>, 2021 with a not to exceed amount of \$18,000.

Two proposals were received by the RFP deadline of March 18, 2021. A selection committee reviewed the proposals and evaluated each firm on the criteria set forth in the RFP. Based on the selection committee's recommendation of BlueTriton Brands, Inc., staff is requesting a lease agreement for three years, for the base amount of \$15,535.56 annually, not to exceed \$51,267.35 over three years, which includes a contingency of \$4,660.67 (10%) to account for the request of additional units and unforeseen maintenance services. The cost of the lease includes the following services and deliverables:

- Hot and touchless cold-water dispenser
- Bottle-less
- Leak detection and auto shutoff
- Reverse osmosis filtration
- Energy Star certification or meets Energy Star specifications

## **II. RECOMMENDATION**

TAKE the following actions:

1. AWARD a lease agreement to BlueTriton Brands, Inc. for three years for a base amount of \$15,535.56 annually, not to exceed \$51,267.35 over three years.
2. AUTHORIZE the Mayor to execute the lease agreement, following approval as to form by the City Attorney.

## **III. ALTERNATIVES**

Take another action deemed appropriate by the City Council

## **IV. BACKGROUND**

The City has thirty-seven (37) hot and cold-water dispensing units located throughout City Hall, Juanita Millender-McDonald Community Center, Corporate Yard, and park facilities ("City Facilities") provided by DS Services of America for the past two years. The original lease agreement was executed on July 19, 2019 in the amount of \$6,501 for sixteen (16) units and a new lease agreement was executed on June 22, 2020 in the amount not to exceed \$18,000 for thirty-seven (37) units.

On February 25, 2021, the City issued RFP No. 21-009 (Exhibit A) seeking qualified vendors for the installation, lease and maintenance of drinking water dispensing units at various City Facilities. The RFP was advertised on the PlanetBids website through the Purchasing Division of the Finance Department. On March 18, 2021, the City received two proposals:

- DS Services of America, Inc
- BlueTriton Brands, Inc.

Staff reviewed the proposals and considered the following criteria:

- Experience and qualifications
- Product and technical specifications
- Cost
- References
- Quality of proposal.

After a review and evaluation, the Selection Committee recommends awarding the lease agreement to Bluetriton Brands, Inc. and the results of the final total score is shown in Exhibit B.

The lease agreement would include the installation, regular maintenance and lease of thirty-seven (37) units over a period not to exceed thirty-six months at a cost not to exceed \$46,608.68. A contingency of 10% (\$4,660.67) has been added to account for requests for additional units, and any unforeseen costs related to special parts required for installation, maintenance and services outside of the lease agreement. Each additional unit will not exceed \$34.99 per month during the term of the lease. The new bottle-less units will replace the current drinking water dispensing units and feature touchless cold-water dispensing, reverse osmosis filtration and Energy Star specifications.

## **V. FISCAL IMPACT**

There is no fiscal impact. Funds requested for the use of this agreement are included in the Fiscal Year 2021-2022 adopted budget.

## **VI. EXHIBITS**

Exhibit A: RFP 21-09 Proposal Packet (pages 4 - 38)

Exhibit B: RFP 21-09 Evaluation Summary (page 39)

Exhibit C: Water Dispenser Rental Agreement (page 40 - 46)

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