

REQUEST FOR LEGISLATIVE ACTION

Description

Contract Authorization for Supply and Delivery of Bottled Water

Date: December 28, 2023
Submitted By: Kayla Cronin
Department: Division of Purchasing
Title: Specification Technician
Phone: 518-447-5585
Department Rep.
Attending Meeting: Pamela O Neill

Purpose of Request:

- Adopting of Local Law
- Amendment of Prior Legislation
- Approval/Adoption of Plan/Procedure
- Bond Approval
- Budget Amendment
- Contract Authorization
- Countywide Services
- Environmental Impact/SEQR
- Home Rule Request
- Property Conveyance
- Other: (state if not listed)

Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):

- Contractual
- Equipment
- Fringe
- Personnel
- Personnel Non-Individual
- Revenue

Increase Account/Line No.: Click or tap here to enter text.
Source of Funds: Click or tap here to enter text.
Title Change: Click or tap here to enter text.

CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:

- Change Order/Contract Amendment
- Purchase (Equipment/Supplies)
- Lease (Equipment/Supplies)
- Requirements
- Professional Services
- Education/Training
- Grant

Choose an item.

Submission Date Deadline Click or tap to enter a date.

Settlement of a Claim

Release of Liability

Other: (state if not listed)

Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):

DS Services of America Inc dba Primo Water North America
1150 Assembly Drive, Suite 800
Tampa, FL 33607

Additional Parties (Names/addresses):

Click or tap here to enter text.

Amount/Raise Schedule/Fee:

\$100,485.00

Scope of Services:

Supply and Delivery of Bottled water and water cooler

rental for County Facilities.

Bond Res. No.:

Click or tap here to enter text.

Date of Adoption:

Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service:

Yes No

If Mandated Cite Authority:

Click or tap here to enter text.

Is there a Fiscal Impact:

Yes No

Anticipated in Current Budget:

Yes No

County Budget Accounts:

Revenue Account and Line:

Various County Departments

Revenue Amount:

Click or tap here to enter text.

Appropriation Account and Line:

Click or tap here to enter text.

Appropriation Amount: Click or tap here to enter text.

Source of Funding – (Percentages)

Federal: Click or tap here to enter text.
State: Click or tap here to enter text.
County: 100%
Local: Click or tap here to enter text.

Original Awarding Agency / Funder:

Click or tap here to enter text.

New York State Pass-Through Agency (if applicable):

Click or tap here to enter text.

Term

Term: (Start and end date)

March 1, 2024-February 28, 2025

Length of Contract:

One (1) Year

Impact on Pending Litigation

Yes No

If yes, explain:

Click or tap here to enter text.

Previous requests for Identical or Similar Action:

Resolution/Law Number:

Click or tap here to enter text.

Date of Adoption:

Click or tap here to enter text.

Justification: (state briefly why legislative action is requested)

The Purchasing Division issued RFB#2023-121, Supply and Delivery of Bottled Water and received one competitive bid. DS Services dba Primo Water North America was the sole responsive and responsible bidder. The Purchasing Division respectfully requests approval to contract with DS Services dba Primo Water North America for countywide supply and delivery of bottled water and water cooler rental. The contract term will be for a period of one (1) year. We are requesting authorization for a total cost not to exceed \$100,485.00.