



Recommendation for Action

File #: 19-1556, **Agenda Item #:** 13.

5/9/2019

Posting Language

Authorize award of a multi-term contract with Nestle Waters North America Inc. D/B/A Ready Refresh by Nestle, to provide drinking water delivery service, for up to four years for a total contract amount not to exceed \$490,000.

(Note: This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. For the goods and services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established).

Lead Department

Purchasing Office.

Client Department(s)

All City departments.

Fiscal Note

Funding in the amount of \$51,073 is available in the Fiscal Year 2018-2019 Operating Budget of various City departments. Funding for the remaining contract term is contingent upon available funding in future budgets.

Purchasing Language:

The Purchasing Office issued an Invitation for Bids (IFB) 8200 SBR1000 for these goods and services. The solicitation issued on January 7, 2019 and it closed on February 5, 2019. The recommended contractor submitted the only responsive offer. A complete solicitation package, including a log of offers received, is available for viewing on the City's Financial Services website, Austin Finance Online. Link: [Solicitation Documents <https://www.austintexas.gov/financeonline/account_services/solicitation/solicitation_details.cfm?sid=128052>](https://www.austintexas.gov/financeonline/account_services/solicitation/solicitation_details.cfm?sid=128052).

For More Information:

Inquiries should be directed to the City Manager's Agenda Office, at 512-974-2991 or AgendaOffice@austintexas.gov <<mailto:AgendaOffice@austintexas.gov>>

NOTE: Respondents to this solicitation, and their representatives, shall continue to direct inquiries to the solicitation's Authorized Contact Person: Sarah Ramos, at 512-974-2554 or Sara.Ramos@austintexas.gov <<mailto:Sara.Ramos@austintexas.gov>>.

Additional Backup Information:

The contract provides drinking water delivery service for various City departments including the Austin Convention Center Department (ACCD), Austin Fire Department (AFD), Austin Travis County Emergency Medical Services (ATCEMS), Aviation, Public Works, and Austin Resource Recovery (ARR). The contract provides delivery of bottled drinking water, rented water dispensers, post-consumer recycled and BPA-free cups, and 16-ounce bottled water. The contractor will pick up the empty bottles, sanitize, refill, and deliver the

bottles to the requesting City department.

The five-gallon refillable bottled water, water coolers, and cups will be used as follows:

- ACCD's water dispensers are placed throughout the buildings for visitors to drink water during events and shows. There are five built in water fountains on the south side of the building and no built-in water coolers on the north side of the building. Customers need the flexibility to have water cooler service inside different meeting spaces. This contract will provide water for all of the patrons attending events and for clients' purchase of water services.
- AFD will utilize the contract at the Wellness Center for firefighters during their medical physicals and physical fitness rehabilitation and at the AFD warehouse. The Wellness Center has water fountains; however, they conduct physical fitness tests on multiple people at the same time. Water fountains are not conducive for proper rehydration when there are multiple people needing water at the same time. The Central Warehouse is in a location that has a water fountain, however the water fountain is on the second floor and the warehouse is on the first floor. In order to stay properly hydrated in an area with only moderately air-conditioned air, it is necessary for employees to have ready access to drinking water.
- Aviation's water dispensers are placed in non-public areas of the terminal and in remote buildings or locations occupied by Aviation staff. Water is provided where no water fountains are available and/or where Aviation employees are assigned to work in areas of the airport campus for long periods of time without the ability to access an alternative water source.
- ARR will utilize the contract for operators working at Hornsby Bend since there is no potable water available at the site.
- EMS requires the purchasing of bottled water to support critical functions within the purview of the EMS mission. ATCEMS medics are often required to work in all types of conditions and austere environments without scheduled breaks. The ability to use bottled water is essential to ensure the physical well-being of medics and other public safety-first responders (Fire, Police, etc.) at the scene of an emergency so that their performance does not deteriorate to the point where it affects the safety of any personnel or compromises the care provided. Depending upon the incident and call volume, often medical personnel are assigned for long period of times without sustain breaks or opportunities for a sufficient break. Standards for rehabilitation during large scale incidents, multi-jurisdictional events or circumstances of high call volume warrants the ready availability for hydration that bottle water provides. In addition, ATCEMS has various deployment teams in which requirements of personnel must be "self-sufficient" for periods upward of 72 hours if necessary. The continued allowance for purchasing bottle water is critical to meeting the various demands of service provided by ATCEMS and its personnel.
- Public Works currently has four suites located at 105 Riverside Drive where bottled water delivery service is provided for those offices without access to fountain water for drinking.

The previous contract expired February 6, 2019. The City has been making spot purchases in the interim. The recommended contractor is the previous provider for these goods and services. The requested authorization amounts for this contract were determined using departments annual requirements and historical spend.

Contract Detail:

Contract Term	Length of Term	Contract Authorization
Initial Term	2 yr.	\$245,000
Optional Extension 1	1 yr.	\$122,500
Optional Extension 2	1 yr.	\$122,500
TOTAL	4 yrs.	\$490,000

Note: Contract Authorization amounts are based on the City's estimated annual usage.