



City of San Antonio

Contract Summary Sheet

Date: 6/3/2021
Agenda Item: 21-3315

Name/Title (Caption as shown on agenda): Annual Contract for Bottled Water Services – Citywide 6100013339 KH	
Brief Description of Item(s) and Use: This contract will provide various City departments with a vendor to provide and deliver gallon water, bottled water, plastic cups, and water dispensing units on an “as needed” basis. The water ordered will be for five (5) gallon plastic containers, one (1) gallon distilled plastic containers, 16.9-ounce bottles, eight (8) ounce bottles, and will also include rental of water dispensers. Additionally, the scope of work shall include, but is not limited to, furnishing product, equipment, delivery, and labor. Product shall be delivered to various locations throughout the City.	
Total \$:	\$133,000.00 annually
Contract Period:	Upon award through December 31, 2023 with two, one-year renewal options
Method of Procurement:	Competitive Bid (3 bids received)
Price Trend:	Increase of 20% due to rise in price of plastics
Contract Info:	Formal ____ Annual <u>X</u> Support/Maintenance ____ Lease ____
Recommended Contractor(s):	San Antonio Lighthouse for the Blind, 2305 Roosevelt Ave, San Antonio, TX 78210 (Items: 1, 2 & 5) Nestle Waters North America, Inc., 5410 Dietrich Rd. Suite 122, San Antonio, TX 78219 (Items: 3, 4, & 6-8)
Previous Contractor(s):	Artesia Springs LLC, 8130 Interchange Parkway, San Antonio, TX 78218
Comments:	Pricing provided in alternate bid submitted by Nestle Water of North America, Inc. required annual cleaning service charge of \$69.99 for water dispensers.
Anticipated Future Requirements and Action:	N/A
Procurement Alternative:	Should this contract not be approved, the Departments, Citywide will be required to process individual procurements to provide bottled drinking water services. Individual purchases will increase both the cost of product and administrative expenses to the City.
Using Department (s):	Citywide