

COUNTY OF ROCKLAND  
Department of General Services  
Purchasing Division

# Contract Award Notification

Title: **WATER-BOTTLED DRINKING & DISPENSER RENTAL**

Contract Period: May 8, 2023, through May 7, 2024, w/ 3 1-year options  
**Extended through May 7, 2025, w/ (2) 1-year options**

Original Date of Issue: May 5, 2023

Date of Revision: 06/07/24

**BID No:** **RFB-RC-2023-011**

**Catalog:** **Food & Water**

Authorized Users: County Agencies, All Political Subdivisions

Address Inquiries To:

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**Description**

**This contract is to provide bottled drinking water and the rental of dispensers.**

| Contract # | Vendor Number | Contractor & Address   | Telephone No.                         |
|------------|---------------|--|---------------------------------------|
| BID 23-011 | 0000025182    | DS Services of America, Inc. dba<br>Primo Water North America<br>1150 Assembly Drive, Ste 800<br>Tampa, FL 33607<br>Contact: Sharyea Jackson<br><a href="mailto:sjackson@primowater.com">sjackson@primowater.com</a> | 678-486-3503<br><br>FAX: 678-460-3665 |

**For Entities interested in Piggybacking:**  
**Piggybacking is dependent on the vendor's ability to obtain supply of the coolers. Interested entities should contact the vendor to determine if they can meet their requirements under this contract.**

**WATER-BOTTLED DRINKING  
AND RENTAL OF DISPENSERS**

COUNTY OF ROCKLAND  
DGS – PURCHASING DEPARTMENT  
BLDG. A, 6TH FLOOR, 50 SANATORIUM ROAD  
POMONA, NY 10970  
TELEPHONE NO.: 845-364-3820  
FAX NO.: 845-364-3809

VENDOR: DS Services of America, Inc.  
d/b/a Primo Water North America

| LINE NO. | DESCRIPTION  | ITEM NUMBER | EST. QTY. | UNIT  | UNIT PRICE | EXTENDED PRICE     | BRAND NAME AND PRODUCT CODE |
|----------|--|-------------|-----------|-------|------------|--------------------|-----------------------------|
| 1        | <b>Dispensers, No spill system, Hot and Cold unit</b> , Manufacturer - Oasis / EBCO / Cordley / Temprite, or approved equal.<br><b>Units to be billed monthly</b>  | 98528000001 | 60        | EACH  | \$3.99     | \$239.40           | Brio                        |
| 2        | <b>Dispensers, No spill system, Cook and Cold unit</b> , Manufacturer - Oasis / EBCO / Cordley / Temprite, or approved equal.<br><b>Units to be billed monthly</b> | 98528000002 | 15        | EACH  | \$3.99     | \$59.85            | Brio                        |
| 3        | <b>Dispensers, No spill system, Cold unit</b> , Manufacturer – Oasis / EBCO / Cordley / Temprite, or approved equal.<br><b>Units to be billed monthly</b>          | 98528000003 | 10        | EACH  | \$0.00     | \$0.00             | Not Supplied                |
| 4        | <b>Drinking water supplied in 5-gallon plastic containers</b> , Manufacturer – Leisure Time, Crystal Rock Premium or approved equal.                               | 96294000001 | 5000      | EACH  | \$5.96     | \$29,800.00        | Crystal Rock                |
| 5        | <b>Drinking water/16 oz. Bottles</b><br>24 bottles per case - <b>Case is \$6.99 w/ .5 cent per bottle deposit charge. Total is \$8.19 per case.</b>                | 96294000004 | 30        | CASES | \$8.19     | \$245.70           | Crystal Rock                |
| 6        | <b>TOTAL OF ITEMS 1 THROUGH 5</b>  |             |           | TOTAL |            | <b>\$30,344.95</b> |                             |

**COUNTY OF ROCKLAND - DGS-PURCHASING**  
BLDG. A., 6TH FLOOR, 50 SANATORIUM RD, POMONA, NY 10970  
TELEPHONE: 845-364-3820 / TELEFAX: 845-364-3809

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## PURCHASES BY OTHER

### LOCAL GOVERNMENTS, SCHOOL DISTRICTS, AND NON PROFIT AGENCIES

As per the New York State General Municipal Law, all political subdivisions of New York State are allowed to make purchases through the resulting contract(s). As per Rockland County Procurement Policy, Non Profit Agencies approved to participate in New York State's Contract Extension Program are authorized to make purchases through the resulting contract(s).

1. The County of Rockland shall make all contract award information available to other political subdivisions and non profit agencies through our website: [www.rcpurchasing.com](http://www.rcpurchasing.com)
2. Any other political subdivision or Rockland County non profit agency will issue purchase orders directly to vendors within the specified contract period referencing the County's contract and shall be liable for any payments due on such purchase orders; and shall accept sole responsibility for any payment due.
3. All purchases shall be subject to audit and inspection by the other political subdivisions and Rockland County non profit agencies for which the purchase was made.
4. No officer, board or agency of a county, town, village, or school district shall make any purchase through the County when bids have been received for such purchase by such officer, board, or agency, unless such purchase may be made upon the same terms, conditions, and specifications at a lower price through the County.
5. All Bidders shall be on notice that as a condition of the award of a County contract, the successful bidder shall accept the award of a similar contract with any other political subdivision in New York State and Rockland County non profit agencies authorized to use New York State's contracts, if called upon to do so. A listing of approved Rockland County non profit agencies is available on the Purchasing Division's website at [www.rcpurchasing.com](http://www.rcpurchasing.com). The County, however, will not be responsible for any debts incurred by the participants pursuant to this or any other agreement.
6. Necessary deviations from the County's specifications in the award of a participant contract, whether such deviations relate to quantities, or delivery points shall be resolved between the successful bidder and the other political subdivisions and Rockland County non profit agencies.

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## **SPECIFICATIONS**

### **1. SCOPE OF WORK**

1.1. The County of Rockland is seeking to establish an annual contract to furnish and deliver bottled drinking water for various government locations. Contractor is to provide bottled water and dispensing units on a rental basis to approximately 70 sites located on various Rockland County Campuses located within the County of Rockland. Locations may be added or deleted within the County during the contract term

**The various Locations are:**

DR. RL Yeager Health Center Sanitorium Rd. Pomona Ny 10970 (14 separate buildings on campus)

Highway Garage 23 New Hempstead Rd New City NY 10956 (moving to Suffern N.Y. shortly)

Rockland County Sheriff's and Correctional Jail 53/55 New Hempstead Rd New City N.Y. 10956

RC Sewer District #1 4 Route 340 Orangeburg N.Y. 10962

Rockland County Legislature 11 New Hempstead New City N.Y. 10956.

Rockland county Fire Training center 35 Firemen's memorial Drive Pomona N.Y.

1.1.1 There are also several satellite offices operated by the Rockland County Department of Social Services located in Spring Valley and Monsey N.Y. that will require dispensers and delivery of bottled water. All purchase orders will designate address, building number or letter and room number along with contact person at location.

### **2. GENERAL REQUIREMENTS**

2.1 Bidder to supply all water dispensers with no spill systems as specified in Bid.

2.1. All bottles shall be five or three- gallon size with plastic handles and valve caps for no spill systems.

2.2. Dispensers to be of three types:

2.2.1. Hot and Cold

2.2.2. Cook & Cold

2.2.3. Cold Only

2.3. There is to be no bottle deposit.

2.4. Bidder to provide a current, valid permit to supply bottled drinking water in NYS.

2.5. Price to include delivery and set up.

2.6. Response time to reported problems not to exceed 24 hours.

2.7. Bidder to submit references to verify he has at least three (3) years' experience supplying this service.

2.8. Water Standards

2.8.1. Water to meet FDA standards and be NFS certified.

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- 2.8.2. Bidder shall submit with the Bid, its most recent sanitary inspection, microbiological, chemical, organic and radiological analysis.
- 2.8.3. Bidder is to state source of drinking water (geographic location).
- 2.8.4. Bidder to submit NYS Health Department bottled water certification.
- 2.8.5. If bidding an approved equal water, a complete description and ingredients of the water must be listed.

**3. DELIVERY**

- 3.1. Contractor must be capable of installing all units required under the Bid within 30 days of award of Contract.
- 3.2. All unit set ups shall be within 48 hours of receipt of Blanket Purchase Order.
- 3.3. All water deliveries will be on a call-in basis after initial set up and delivery.
- 3.4. All deliveries shall be inside delivery and set up to shipping address as listed on Purchase Order.
- 3.5 Delivery locations include but not limited to Pomona, New City, Nyack, Spring Valley, and Haverstraw.
- 3.6 Vendor will be given Purchase Orders with specific delivery locations after award of contract.

**4. EQUAL OR EQUIVALENT PRODUCT**

- 4.1. All equipment shall be as specified or approved equal.
- 4.2. If bidding approved equal equipment, bidder shall submit specifications, cut sheets etc. with their Bid.
- 4.3. Bidder shall list three (3) locations where the items offered are currently being used (see page 19 of these specifications).

**5. INVOICING**

- 5.1. Invoices shall reflect the purchase order number.
- 5.2. Invoices shall be addressed to the ordering agency and invoiced to the bill to address on the purchase order.
- 5.3. Failure to invoice correctly may result in contract termination, and supplier must provide the name and contact information of a designated Accounts Receivable person to the County’s accounts payable department for invoicing questions and resolution.

**6. PRICE ADJUSTMENTS**

- 6.1. The County recognizes this product or service has a price component that may have a commodity with changing costs. The Contractor/Supplier may request a Price Adjustment no more frequently than once each quarter (3- month period).
- 6.2. A Price Adjustment request must be made in writing and include the reason for the request, documentation supporting the request (i.e., commodity increases), the current pricing, and the requested revised pricing.

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- 6.3. The County will review the Price Adjustment request. If the Price Adjustment is deemed reasonable the Price Adjustment request will be accepted by written acknowledgement. If the request is not accepted the County may entirely reject the request or may counter with revised pricing. In either case the County will provide a written explanation in support of the decision.
- 6.4. The Director of Purchasing may use available indexes (e.g., CPI or PPI) to determine if the requested Price Adjustment is reasonable. Typically, a Price Adjustment that exceeds 5% will not be approved unless very unusual and significant changes have occurred in the industry.
- 6.5. In the event industry costs decline, the County shall have the right to receive, from the Contractor, a reasonable reduction in prices/pricing that reflect such cost changes in the industry. The County will make a written request to the Contractor for a Price Adjustment in writing with supporting documentation

**7. AWARD**

- 7.1 Contract will be awarded based on the combined total for items 1 and 5 to the lowest responsible bidder meeting the stated requirements.