

B240103CFC
Bottled Water Purchase and Delivery
BlueTriton Brands, Inc.

E1 Contract # N/A - PO

AGREEMENT FOR BOTTLED WATER PURCHASE AND DELIVERY

THIS AGREEMENT ("Agreement") is made and entered into by and between Lee County, a political subdivision of the State of Florida, hereinafter referred to as the "County" and BlueTriton Brands, Inc., a Delaware corporation authorized to do business in the State of Florida, whose address is 900 Long Ridge Road, Building #2, Stamford, CT 06902, and whose federal tax identification number is 94-3027237, hereinafter referred to as "Vendor."

WITNESSETH

WHEREAS, the County intends to purchase the supply and delivery of bottled water, water-dispensing equipment, accessories, and servicing from the Vendor in connection with "Bottled Water Purchase and Delivery" (the "Purchase"); and,

WHEREAS, the County issued Solicitation No. B240103CFC on January 12, 2024 (the "Solicitation"); and,

WHEREAS, the County evaluated the responses received and found the Vendor qualified to provide the necessary products and services; and,

WHEREAS, the County posted a Notice of Intended Decision on February 22, 2024; and,

WHEREAS, the Vendor has reviewed the products and services to be supplied pursuant to this Agreement and is qualified, willing and able to provide all such products and services in accordance with its terms.

NOW, THEREFORE, the County and the Vendor, in consideration of the mutual covenants contained herein, do agree as follows:

I. PRODUCTS AND SERVICES

The Vendor agrees to diligently provide all products and services for the Purchase, a more specific description of the Project Scope of Services is set forth in Section 1 through 8 of the Scope of Work and Specifications section of B240103CFC, a photocopy of said section(s) being attached hereto and incorporated by reference as Exhibit A. Vendor shall comply strictly with all of the terms and conditions of Solicitation No. B240103CFC, as modified by its addendum, copies of which are on file with the County's Department of Procurement Management and are deemed incorporated into this Agreement.

II. TERM AND DELIVERY

A. This Agreement shall commence immediately upon the effective date and shall continue on an "as needed basis" for a one (1), three (3) year period. Upon mutual written agreement of both parties, the parties may renew the

Agreement, in whole or in part, for a renewal term or terms not to exceed two (2) additional years. The increments of renewal shall be at the sole discretion of the County as deemed in its best interest. The effective date shall be April 21, 2024.

- B. A purchase order must be issued by the County before commencement of any work or purchase of any goods related to this Agreement.

III. COMPENSATION AND PAYMENT

- A. The County shall pay the Vendor in accordance with the terms and conditions of this Agreement for providing all products and services as set forth in Exhibit A, and further described in Exhibit B, Fee Schedule, attached hereto and incorporated herein. Said total amount to be all inclusive of costs necessary to provide all products and services as outlined in this Agreement, and as supported by the Vendor's submittal in response to the Solicitation, a copy of which is on file with the County's Department of Procurement Management and is deemed incorporated into this Agreement.
- B. Notwithstanding the preceding, Vendor shall not make any deliveries or perform any services under this Agreement until receipt of written authorization from the County. Vendor acknowledges and agrees that no minimum order or amount of product or service is guaranteed under this Agreement and County may elect to request no products or services. If the County authorizes delivery of products or performance of services, the County reserves the right to amend, reduce, or cancel the authorization in its sole discretion.
- C. All funds for payment by the County under this Agreement are subject to the availability of an annual appropriation for this purpose by the County. In the event of non-appropriation of funds by the County for the services provided under this Agreement, the County will terminate the contract, without termination charge or other liability, on the last day of the then current fiscal year or when the appropriation made for the then-current year for the services covered by this Agreement is spent, whichever event occurs first. If at any time funds are not appropriated for the continuance of this Agreement, cancellation shall be accepted by the Vendor on thirty (30) days' prior written notice, but failure to give such notice shall be of no effect and the County shall not be obligated under this Agreement beyond the date of termination.

IV. METHOD OF PAYMENT

- A. The County shall pay the Vendor in accordance with the Local Government Prompt Payment Act, Section 218.70, Florida Statutes, upon receipt of the Vendor's invoice and written approval of same by the County indicating that the products and services have been provided in conformity with this Agreement.

- B. The Vendor shall submit an invoice for payment to the County on a monthly basis for those specific products and services as described in Exhibit A (and the corresponding fees as described in Exhibit B) that were provided during that invoicing period.
- C. For partial shipments or deliveries, progress payments shall be paid monthly in proportion to the percentage of products and services delivered on those specific line items as approved in writing by the County.

V. ADDITIONAL PURCHASES

- A. No changes to this Agreement or the performance contemplated hereunder shall be made unless the same are in writing and signed by both the Vendor and the County.
- B. If the County requires the Vendor to perform additional services or provide additional product(s) related to this Agreement, then the Vendor shall be entitled to additional compensation based on the Fee Schedule as amended to the extent necessary to accommodate such additional work or product(s). The additional compensation shall be agreed upon before commencement of any additional services or provision of additional product(s) and shall be incorporated into this Agreement by written amendment. The County shall not pay for any additional service, work performed or product provided before a written amendment to this Agreement.

Notwithstanding the preceding, in the event additional services are required as a result of error, omission or negligence of the Vendor, the Vendor shall not be entitled to additional compensation.

VI. LIABILITY OF VENDOR

- A. The Vendor shall save, defend, indemnify and hold harmless the County from and against any and all claims, actions, damages, fees, fines, penalties, defense costs, suits or liabilities which may arise out of any act, neglect, error, omission or default of the Vendor arising out of or in any way connected with the Vendor or subcontractor's performance or failure to perform under the terms of this Agreement.
- B. This section shall survive the termination or expiration of this Agreement.

VII. VENDOR'S INSURANCE

- A. Vendor shall procure and maintain insurance as specified in Exhibit C Insurance Requirements, attached hereto and made a part of this Agreement.

- B. Vendor shall, on a primary basis and at its sole expense, maintain in full force and effect, at all times during the life of this Agreement, insurance coverage (including endorsements) and limits as described in Exhibit C. These requirements, as well as the County's review or acceptance of insurance maintained by Vendor, are not intended to and shall not in any manner limit or qualify the liabilities or obligations assumed by Vendor under this Agreement. Insurance carriers providing coverage required herein must be licensed to conduct business in the State of Florida and must possess a current A.M. Best's Financial Strength Rating of "B or better." No changes are to be made to these specifications without prior written specific approval by County Risk Management. To the extent multiple insurance coverages and/or County's self-insured retention may apply, any and all insurance coverage purchased by Vendor and its subcontractors identifying the County as an additional named insured shall be primary.

VIII. RESPONSIBILITIES OF THE VENDOR

- A. The Vendor shall be responsible for the quality and functionality of all products supplied and services performed by or at the behest of the Vendor under this Agreement. The Vendor shall, without additional compensation, correct any errors or deficiencies in its products, or if directed by County, supply a comparable replacement product or service.
- B. The Vendor warrants that it has not employed or retained any company or person (other than a bona fide employee working solely for the Vendor); to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual, or firm other than a bona fide employee working solely for the Vendor, any fee, commission, percentage, gift, or any other consideration, contingent upon or resulting from the award of this Agreement.
- C. The Vendor shall comply with all federal, state, and local laws, regulations and ordinances applicable to the work or payment for work thereof, and shall not discriminate on the grounds of race, color, religion, sex, or national origin in the performance of work under this Agreement.
- D. Vendor specifically acknowledges its obligations to comply with Section 119.0701, Florida Statutes, with regard to public records, and shall:
- 1) keep and maintain public records that ordinarily and necessarily would be required by the County in order to perform the services required under this Agreement;
 - 2) upon request from the County, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost

provided in Chapter 119, Florida Statutes, or as otherwise provided by law;

- 3) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed, except as authorized by law; and
- 4) meet all requirements for retaining public records and transfer, at no cost to the County, all public records in possession of Vendor upon termination of this Agreement and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the County in a format that is compatible with the information technology system of the County.

IF THE VENDOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE VENDOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 239-533-2221, 2115 SECOND STREET, FORT MYERS, FL 33901, PRRCustodian@leegov.com; <http://www.leegov.com/publicrecords>.

- E. The Vendor is, and shall be, in the performance of all work, services and activities under this Agreement, an independent contractor. Vendor is not an employee, agent or servant of the County and shall not represent itself as such. All persons engaged in any work or services performed pursuant to this Agreement shall at all times, and in all places, be subject to the Vendor's sole direction, supervision and control. The Vendor shall exercise control over the means and manner in which it and its employees perform the work, and in all respects the Vendor's relationship and the relationship of its employees to the County shall be that of an independent contractor and not as employees of the County. The Vendor shall be solely responsible for providing benefits and insurance to its employees.
- F. The Vendor shall comply with the Vendor Background Screening Affidavit attached hereto and incorporated herein as Exhibit D.

IX. OWNERSHIP OF PRODUCTS

It is understood and agreed that all products provided under this Agreement shall become the property of the County upon acceptance by the County.

X. TIMELY DELIVERY OF PRODUCTS AND PERFORMANCE OF SERVICES

- A. The Vendor shall ensure that all of its staff, contractors and suppliers involved in the production or delivery of the products are fully qualified and capable to perform their assigned tasks.
- B. The personnel assigned by the Vendor to perform the services pursuant to this Agreement shall comply with the terms set forth in this Agreement. If the services provided require use of specific key personnel, the personnel shall be agreed to by the County and Vendor. If the Vendor's key personnel have been predetermined and approved, through the Solicitation process or otherwise, any subsequent change or substitution to the personnel must receive the County's written approval before said changes or substitution can become effective.
- C. The Vendor specifically agrees that all products shall be delivered within the time limits as set forth in this Agreement, subject only to delays caused by force majeure, or as otherwise defined herein. "Force majeure" shall be deemed to be any unforeseeable and unavoidable cause affecting the performance of this Agreement arising from or attributable to acts, events, omissions or accidents beyond the control of the parties.

XI. COMPLIANCE WITH APPLICABLE LAW

This Agreement shall be governed by the laws of the State of Florida. Vendor shall promptly comply with all applicable federal, state, county and municipal laws, ordinances, regulations, and rules relating to the services to be performed hereunder and in effect at the time of performance. Vendor shall conduct no activity or provide any service that is unlawful or offensive.

XII. TERMINATION

- A. The County shall have the right at any time upon thirty (30) days' written notice to the Vendor to terminate this Agreement in whole or in part for any reason whatsoever. In the event of such termination, the County shall be responsible to Vendor only for fees and compensation earned by the Vendor, in accordance with Section III, prior to the effective date of said termination. In no event shall the County be responsible for lost profits of Vendor or any other elements of breach of contract.
- B. After receipt of a notice of termination, except as otherwise directed, the Vendor shall stop work on the date of receipt of the notice of termination or other date specified in the notice; place no further orders or subcontracts for materials, services, or facilities except as necessary for completion of such portion of the work not terminated; terminate all vendors and subcontracts; and settle all outstanding liabilities and claims.

- C. The County's rights under this Agreement shall survive the termination or expiration of this Agreement and are not waived by final payment or acceptance and are in addition to the Vendor's obligations under this Agreement.

XIII. DISPUTE RESOLUTION

- A. In the event of a dispute or claim arising out of this Agreement, the parties agree first to try in good faith to settle the dispute by direct discussion. If this is unsuccessful, the parties may enter into mediation in Lee County, Florida, with the parties sharing equally in the cost of such mediation.
- B. In the event mediation, if attempted, is unsuccessful in resolving a dispute, the parties may proceed to litigation as set forth below.
- C. Any dispute, action or proceeding arising out of or related to this Agreement will be exclusively commenced in the state courts of Lee County, Florida, or where proper subject matter jurisdiction exists, in the United States District Court for the Middle District of Florida. Each party irrevocably submits and waives any objections to the exclusive personal jurisdiction and venue of such courts, including any objection based on forum non conveniens.
- D. This Agreement and the rights and obligations of the parties shall be governed by the laws of the State of Florida without regard to its conflict of laws principles.
- E. Unless otherwise agreed in writing, the Vendor shall be required to continue all obligations under this Agreement during the pendency of a claim or dispute including, but not limited to, actual periods of mediation or judicial proceedings.

XIV. VENDOR WARRANTY

- A. All products provided under this Agreement shall be new (unless specifically identified otherwise in Exhibit B) and of the most suitable grade for the purpose intended.
- B. If any product delivered does not meet performance representations or other quality assurance representations as published by manufacturers, producers or distributors of the products or the specifications listed in this Agreement, the Vendor shall pick up the product from the County at no expense to the County. The County reserves the right to reject any or all materials if, in its judgment, the item reflects unsatisfactory workmanship or manufacturing or shipping damage. In such case, the Vendor shall refund to the County any money which has been paid for same.

XV. MISCELLANEOUS

- A. This Agreement constitutes the sole and complete understanding between the parties and supersedes all other contracts between them, whether oral or written, with respect to the subject matter. No amendment, change or addendum to this Agreement is enforceable unless agreed to in writing by both parties and incorporated into this Agreement.
- B. The provisions of this Agreement shall inure to the benefit of and be binding upon the respective successors and assignees of the parties hereto. A party to this Agreement shall not sell, transfer, assign, license, franchise, restructure, alter, or change its corporate structure or otherwise part with possession or mortgage, charge or encumber any right or obligation under this Agreement without the proposed assignee and/or party restructuring, altering or changing its corporate structure agreeing in writing with the non-assigning party to observe and perform the terms, conditions and restrictions on the part of the assigning party to this Agreement, whether express or implied, as if the proposed assignee and/or party restructuring, altering or changing its corporate structure was an original contracting party to this Agreement. Notwithstanding the foregoing provision, the Vendor may assign its rights if given written authorization by the County and claims for the money due or to become due to the Vendor from the County under this Agreement may be assigned to a financial institution or to a trustee in bankruptcy without such approval from the County. Notice of any such transfer or assignment due to bankruptcy shall be promptly given to the County.
- C. The exercise by either party of any rights or remedies provided herein shall not constitute a waiver of any other rights or remedies available under this Agreement or any applicable law.
- D. The failure of the County to enforce one or more of the provisions of the Agreement shall not be construed to be and shall not be a waiver of any such provision or provisions or of its right thereafter to enforce each and every such provision.
- E. The parties covenant and agree that each is duly authorized to enter into and perform this Agreement and those executing this Agreement have all requisite power and authority to bind the parties.
- F. Neither the County's review, approval or acceptance of, nor payment for, the products and services required under this Agreement shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.
- G. If the Vendor is comprised of more than one legal entity, each entity shall be jointly and severally liable hereunder.

- H. When any period of time is referred to by days herein, it shall be computed to exclude the first day and include the last day of such period. When the period of time is fewer than three (3) days, it shall mean business days as defined by Lee County. If the period of time is greater than three (3) days, then it shall mean calendar days. For any period of time greater than seven (7) days, where the deadline falls on a Saturday, Sunday, or Lee County recognized holiday, the deadline will then fall to the next Monday or non-Lee County recognized holiday.
- I. Any notices of default or termination shall be sufficient if sent by the parties via email, United States certified mail, postage paid, or via a nationally recognized delivery service, to the addresses listed below:

Vendor's Representative

Name: Richard Markowitz
 Title: Assistant General Manager
 Address: 900 Long Ridge Rd.
 Building 2
 Stamford, CT 06902
 Telephone: (239) 887-5818
 Facsimile: N/A
 Email: Richard.markowitz@
 bluetriton.com

County's Representative

Name: Mary Tucker
 Title: Procurement Management Director
 Address: P.O. Box 398
 Fort Myers, FL 33902
 Telephone: (239) 533-8881
 Facsimile: (239) 485-8383
 Email: mtucker@leegov.com

- J. Any change in the County's or the Vendor's Representative will be promptly communicated by the party making the change.
- K. Paragraph headings are for the convenience of the parties and for reference purposes only and shall be given no legal effect.
- L. In the event of conflicts or inconsistencies, the documents shall be given precedence in the following order:
1. Agreement
 2. County's Purchase Order
 3. Solicitation
 4. Vendor's Submittal in Response to the Solicitation

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date last below written.

WITNESS:

Signed By: *[Signature]*

Print Name: Ben Piepmere

BLUETRITON BRANDS, INC.

Signed By: *[Signature]*

Print Name: Michael Leppert
Title: Vice President, Field & Sales

Date: 3/19/24

LEE COUNTY

**BOARD OF COUNTY COMMISSIONERS
OF LEE COUNTY, FLORIDA**

DocuSigned by:
Signed By: *Mike Greenwell*

Print Name: Mike Greenwell

Title: Chair

Date: 4/5/2024 | 9:28 AM EDT

**ATTEST:
CLERK OF THE CIRCUIT COURT**

DocuSigned by:
BY: *Melissa Butler*
B72C163D219C464...
DEPUTY CLERK



**APPROVED AS TO FORM FOR THE
RELIANCE OF LEE COUNTY ONLY:**

DocuSigned by:
BY: *Robert Holborn*
0709AF6D28494C8...
OFFICE OF THE COUNTY ATTORNEY

EXHIBIT A SCOPE OF WORK AND SPECIFICATIONS

SCOPE OF WORK AND SPECIFICATIONS

1. GENERAL SCOPE OF WORK

1.1. The Lee County Board of County Commissioners seeks to contract with a qualified Vendor to provide the supply and delivery of bottled water, water-dispensing equipment, accessories, and servicing for various departments of the County.

2. CATEGORY A - BOTTLED WATER

2.1. Spring Water shall be safe for human consumption in accordance with the standards established by the EPA and FDA. Sizes shall include:

- 2.1.1. Five (5) Gallon Bottle
- 2.1.2. Three (3) Gallon Bottle
- 2.1.3. 16.9 oz Bottles

2.2. Purified Water shall be safe for human consumption in accordance with the standards established by the EPA and FDA. Sizes shall include:

- 2.2.1. Five (5) Gallon Bottle
- 2.2.2. Three (3) Gallon Bottle
- 2.2.3. 16.9 oz Bottles

2.3. Distilled Water shall be a type of purified water that has gone through a filtration process to remove contaminants and natural minerals. Sizes shall include:

- 2.3.1. Five (5) Gallon Bottle

3. CATEGORY B - WATER DISPENSER

3.1. Monthly Rental of Water Dispensers

3.1.1. Dispensers shall be free standing in either top or bottom loading configurations and able to provide on-demand both hot and cold water options. Dispensers shall allow for both 3 gallon and 5 gallon water bottles.

4. CATEGORY C - ACCESSORIES

4.1. The following accessories (if available by the Vendor) shall be included for rental or purchase by the County.

- 4.1.1. Tabletop Water Dispenser Monthly Rental - Hot & Cold
- 4.1.2. Hand Pump Dispenser Single Purchase
- 4.1.3. Hand Pump Dispenser Monthly Rental
- 4.1.4. Drinking Cup Dispenser - 4 to 10 oz cone and flat bottom cups
- 4.1.5. Storage Rack for bottles
- 4.1.6. Disposable Cone Drinking Cups - 4 to 10 oz
- 4.1.7. Disposable Flat Bottom Drinking Cups - 4 to 10 oz

5. CATEGORY D - REPLACEMENT FEE

5.1. The Vendor shall provide a replacement fee for bottles and equipment considered lost or damaged during use by the County. Replacement Fees shall not be invoiced to the County if the Vendor has not provided a replacement fee price within their submittal for that specific accessory as identified in Category C above. Replacement fees shall be identified as follows:

B240103CFC - Bottled Water Purchase and Delivery

- 5.1.1. Bottle Replacement Fee
- 5.1.2. Water Dispenser Replacement Fee
- 5.1.3. Tabletop Dispenser Replacement Fee
- 5.1.4. Hand Pump Dispenser Replacement Fee
- 5.1.5. Drinking Cup Dispenser Replacement Fee
- 5.1.6. Storage Rack Replacement Fee

5.2 THE COUNTY WILL NOT PAY DEPOSITS ON BOTTLES OR EQUIPMENT.

6 SERVICING

- 6.1. The Vendor shall provide maintenance and repairs (not at fault of the County) of all dispensers at no cost to the County. If a water dispenser is not operating properly, the Vendor shall complete repairs or install a replacement dispenser within 24-hours of a request for service call. If the required response time should fall on a weekend or County-observed holiday, the Vendor shall respond before noon on the next business day.
- 6.2. The Vendor shall inspect, clean, and sanitize all dispensers a minimum of one (1) time every three (3) months. Maintenance, inspection, clean, and sanitation of water dispensers shall be provided at no charge to the County.

7 DELIVERY

- 7.1. The Vendor shall provide bi-weekly inside delivery of the bottled water as requested, to all County departments. Deliveries shall be coordinated with each department. Locations within the County include, but are not limited to:

- Fort Myers
- North Fort Myers
- Lehigh Acres
- Cape Coral
- Boca Grande
- Pine Island
- Matlacha
- Sanibel/Captiva
- Bonita Springs

- 7.2. Delivery to the Hendry County Landfill will be required under this Agreement.
- 7.3. All products shall be delivered between the hours of 8:00 a.m. and 4:00 p.m. (eastern time), Monday through Friday or as requested by the County.
- 7.4. The County reserves the right to determine, by adding or deleting, actual delivery sites at its discretion at any time throughout the term of the Agreement.
- 7.5. The Vendor shall use the proper safety precautions and equipment when offloading and delivering bottled water and accessories.
- 7.6. The Vendor's delivery driver shall present a photo I.D. upon request. The I.D. shall show that the driver is an employee of either the Vendor or delivering company. All personnel making deliveries shall wear the appropriate personal protective equipment (PPE) required to perform their duties.
- 7.7. The Vendor shall provide "on-call" deliveries on a case-by-case basis.

 B240103CFC - Bottled Water Purchase and Delivery

8. EMERGENCY NEEDS

8.1. In the event of a declared emergency, the County may call upon the Vendor and request large quantities (pallets) of 16.9 oz. (.5 liter) water bottles.

End of Scope of Work and Specifications Section

SPECIAL CONDITIONS

These are conditions that are in relation to this solicitation only and have not been included in the County's standard Terms and Conditions or the Scope of Work.

1. TERM

1.1. The Vendor shall be responsible for furnishing and delivering the commodities to the Lee County requesting Department(s) on an "as needed basis" for a one three (3) year period. Upon mutual written agreement of both parties, the parties may renew the Agreement, in whole or in part, for a renewal term or terms not to exceed the term of two (2) years. The increments of renewal shall be at the sole discretion of the County as deemed in its best interest.

2. BASIS OF AWARD

2.1. The basis of award shall be determined by the *lowest Project Total* for both Categories A and B of the most responsive, responsible, and qualified Vendor meeting all bid specifications.

2.1.1. Vendors must submit a bid on all line items in Category A & B to be considered for award. Failure to do so may deem your firm as non-responsive.

2.2. Category C - Accessories will not be included in the Basis of Award and are considered optional for the departments to order. Vendors will not be required to bid on all line items described in this category.

2.3. Category D - Replacement Fees are associated with the items identified in Category C and will not be included in the Basis of Award.

3. LOCAL PREFERENCE

3.1. The Lee County Local Vendor Preference shall be included as part of the award process for this project. As such, Lee County at its sole discretion may choose to award a preference to any qualified Local Vendor.

4. INVOICING

4.1. The Vendor shall submit invoices on a monthly basis. Failure to submit invoices on a monthly basis may result in delayed or nonpayment of invoicing at the sole discretion of the County.

4.2. Vendor shall provide an invoice that includes, but is not limited to the following:

- Purchase Order number
- Order date / Delivery date
- Department and location (including building address) of delivered items
- Type of water and size of bottle
- Type of accessory (if applicable)
- Replacement fee (if applicable)

4.3. All information necessary to accurately verify all costs incurred by the County shall accompany the Vendor's invoice.

B B240103CFC - Bottled Water Purchase and Delivery

5. PRICE INCREASE

- 5.1. The Vendor may submit a request for a price increase for the County's consideration in the event of significant industry wide market changes. The County may negotiate justified adjustments in price, if in its sole judgment, the County considers such adjustments to be in their best interest. Any request for price increase must be submitted to the County with supporting documentation justifying price increase request. The County reserves the right to approve or reject, at its sole discretion, any request for Price Increase.
- 5.2. Unit pricing is expected to remain fixed for the term of the contract unless a price increase or modification is authorized by mutual written agreement between the County and the Vendor.

End of Special Conditions Section



Procurement Management Department
2115 Second Street, 1st Floor
Fort Myers, FL 33901
Main Line: (239) 533-8881
Fax Line: (239) 485-8383
www.lee.gov/procurement

Posted Date: February 6, 2024

Solicitation No.: B240103CFC

Solicitation Name: Bottled Water Purchase and Delivery

Subject: Addendum Number 1

The following represents clarification, additions, deletions, and/or modifications to the above referenced bid. This addendum shall hereafter be regarded as part of the solicitation. Items not referenced herein remain unchanged, including the response date. Words, phrases or sentences with a strikethrough represent deletions to the original solicitation. Underlined words and bolded, phrases or sentences represent additions to the original solicitation.

1. **UPDATED BID SCHEDULE**

The Bid Schedule has been updated and a revised Bid Schedule has been uploaded to the solicitation webpage on the Lee County Procurement website.

Please ensure that your firm has downloaded the revised Bid Schedule and have been able to successfully use the Excel format. Any firm having compatibility issues or difficulty downloading the revised Bid Schedule needs to contact the Procurement Analyst for this project at their earliest convenience. Do not wait until submission day to download. Procurement is not required to extend a closing due to Contractor delay or difficulty in receipt of download of documents.

Bidders MUST use the Addendum 1 Revised Bid Schedule Excel Form when submitting their bid. Failure to do so will result in Bidder being deemed non-responsive and therefore ineligible for award.

2. **SPECIFICATION REVISIONS**

Specification revisions have been made to the following sections:

CATEGORY B – WATER DISPENSER

3.1. Monthly Rental of Water Dispensers

3.1.1. Dispensers shall be free standing in either top or bottom loading configurations and able to provide on-demand both hot and cold water options. Dispensers shall allow for both 3 gallon and 5 gallon water bottles. Vendors MUST select either Top or Bottom loading water dispenser.

CATEGORY C – ACCESSORIES

4.1. The following accessories (if available by the Vendor) shall be included for rental or purchase by the County.

4.1.8. Top or Bottom Loading Water Dispensers Monthly Rental – Hot & Cold. If available, Vendors MUST select the opposite of the selection made in 3.1.1.

3. QUESTIONS/ANSWERS

1.	Bottom load coolers and top load coolers are different. Can you make your sheet to show the differences?
Answer	Please see specification revisions listed above and the Addendum 1 Revised Bid/Proposal Form.

BIDDER/PROPOSER IS ADVISED, YOU ARE REQUIRED TO ACKNOWLEDGE RECEIPT OF THIS ADDENDUM WHEN SUBMITTING A BID/PROPOSAL. FAILURE TO COMPLY WITH THIS REQUIREMENT MAY RESULT IN THE BIDDER/PROPOSER BEING CONSIDERED NON-RESPONSIVE.

ALL OTHER TERMS AND CONDITIONS OF THE SOLICITATION DOCUMENTS ARE AND SHALL REMAIN THE SAME.

Cledwin Chin
Cledwin Chin
Procurement Analyst Direct Line: 239-533-8814
Lee County Procurement Management

**EXHIBIT B
FEE SCHEDULE**

<i>Bottled Water Purchase and Delivery</i>			
Item	Description	Unit of Measure	Unit Price
2.1.1.	Spring Water - 5 Gallon Bottle	Each	5.69
2.1.2.	Spring Water - 3 Gallon Bottle	Each	5.69
2.1.3.	Spring Water - 16.9 oz Bottles	Case	5.59
2.2.1.	Purified Water - 5 Gallon Bottle	Each	5.39
2.2.2.	3 Gallon Bottle	Each	No Bid
2.2.3.	Purified Water - 16.9 oz Bottles	Case	5.39
2.3.1.	Distilled Water - 5 Gallon Bottle	Each	5.69
3.1.1.	Top Loading Water Dispensers Monthly Rental - Hot & Cold	Each	2.99
4.1.1.	Tabletop Water Dispenser Monthly Rental - Hot & Cold	Each	28.99
4.1.2.	Hand Pump Dispenser Single Purchase	Each	14.99
4.1.3.	Hand Pump Dispenser Monthly Rental	Each	No Bid
4.1.4.	Drinking Cup Dispenser - 4 to 10 oz cone or flat bottom cups	Each	No Bid
4.1.5.	Storage Rack for Bottles	Each	39.99
4.1.6.	Disposable Cone Drinking Cups - 4 to 10 oz (max 200 per pack)	Pack	3.99
4.1.7.	Disposable Flat Bottom Drinking Cups - 4 to 10 oz (max 200 per pack)	Pack	2.99
4.1.8.	Bottom Loading Water Dispensers Monthly Rental - Hot & Cold	Each	6.99
5.1.1.	Bottle Replacement Fee	Each	No Bid
5.1.2.	Water Dispenser Replacement Fee	Each	No Bid
5.1.3.	Tabletop Dispenser Replacement Fee	Each	No Bid
5.1.4.	Hand Pump Dispenser Replacement Fee	Each	14.99
5.1.5.	Drinking Cup Dispenser Replacement Fee	Each	No Bid
5.1.6.	Storage Rack Replacement Fee	Each	39.99

EXHIBIT C INSURANCE REQUIREMENTS



Lee County Insurance Requirements

Minimum Insurance Requirements: *Risk Management in no way represents that the insurance required is sufficient or adequate to protect the vendors' interest or liabilities. The following are the required minimums the vendor must maintain throughout the duration of this contract. The County reserves the right to request additional documentation regarding insurance provided*

- a. **Commercial General Liability** - Coverage shall apply to premises and/or operations, products and completed operations, independent contractors, contractual liability exposures with minimum limits of:
 - \$1,000,000 per occurrence
 - \$2,000,000 general aggregate
 - \$1,000,000 products and completed operations
 - \$1,000,000 personal and advertising injury

- b. **Business Auto Liability** - The following Automobile Liability will be required and coverage shall apply to all owned, hired and non-owned vehicles use with minimum limits of:
 - \$1,000,000 combined single limit (CSL); or
 - \$500,000 bodily injury per person
 - \$1,000,000 bodily injury per accident
 - \$500,000 property damage per accident

- c. **Workers' Compensation** - Statutory benefits as defined by FS 440 encompassing all operations contemplated by this contract or agreement to apply to all owners, officers, and employees regardless of the number of employees. Workers Compensation exemptions may be accepted with written proof of the State of Florida's approval of such exemption. Employers' liability will have minimum limits of:
 - \$500,000 per accident
 - \$500,000 disease limit
 - \$500,000 disease - policy limit

"The required minimum limit of liability shown in a. and b. may be provided in the form of "Excess Insurance" or "Commercial Umbrella Policies," in which case, a "Following Form Endorsement" will be required on the "Excess Insurance Policy" or "Commercial Umbrella Policy."



Lee County Insurance Requirements

Verification of Coverage:

1. Coverage shall be in place prior to the commencement of any work and throughout the duration of the contract. A certificate of insurance will be provided to the Risk Manager for review and approval. The certificate shall provide for the following:

a. Under the Description of Operations, the following must read as listed:

"Lee County, a political subdivision and Charter County of the State of Florida, its agents, employees, and public officials are automatic additional insureds and includes an automatic waiver of subrogation with regard to general liability. The certificate holder is an additional insured on a primary and noncontributory basis with regards to general liability."

b. The certificate holder must read as follows:

Lee County, a political subdivision and Charter County of the State of Florida
P.O. Box 398
Fort Myers, Florida 33902

Special Requirements:

1. An appropriate "indemnification" clause shall be made a provision of the contract.
2. It is the responsibility of the general contractor to ensure that all subcontractors comply with all insurance requirements.

EXHIBIT D
VENDOR BACKGROUND SCREENING AFFIDAVIT



VENDOR BACKGROUND SCREENING AFFIDAVIT

Florida Statutes Chapter 435 governs required background screenings for any employees, contractors, subcontractors, or agents of the Vendor who will have contact with any vulnerable person, as defined by statute, or who otherwise are required to undergo a Level 1 or Level 2 background screening in accordance with Florida law.

The Vendor is responsible for ensuring that such required background screenings are conducted in accordance with Florida Statutes Chapter 435. Documentation of such completed background screenings must be maintained for a period of no less than five (5) years and are subject to audit by Lee County at any time during such five (5) year period.

Under penalty of perjury, I declare that I have read and understand the requirements stated above, and that all required background screenings shall be conducted in accordance with this affidavit. I further understand that there may be additional local, state, and federal regulations that may require background screening, and that the Vendor will be solely responsible for complying with such legal requirements. Furthermore, the Vendor shall indemnify and hold Lee County harmless from any and all claims or actions resulting from failure to comply with this affidavit.

Date: March 19, 2024

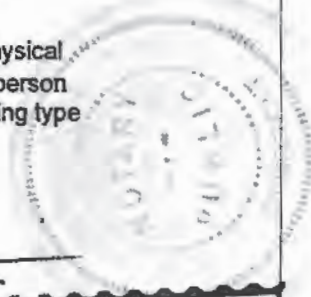
[Signature]
Signature
Michael Leppert VP Field Sales
Name/Title

STATE OF CONNECTICUT
COUNTY OF FAIRFIELD

The foregoing instrument was sworn to (or affirmed) and subscribed before me by means of physical presence or online notarization, this 19th day of March 2024, by the above-named person and in their stated capacity, and is either personally known to me or who has produced the following type of identification: personally known.
Type of Identification

[Stamp/seal required]

[Signature]
Signature, Notary Public



SIMONA HANNA
Notary Public
Connecticut
My Commission Expires Jun 30, 2025



AGENDA ITEM REPORT

DATE: April 2, 2024
DEPARTMENT: Procurement Management
REQUESTER: Mary Tucker
TITLE: Award Contract for Bottled Water and Delivery

I. MOTION REQUESTED

- A) Award Invitation to Bid No. B240103CFC, Bottled Water Purchase and Delivery to BlueTriton Brands, Inc. for the supply and delivery of bottled water, water-dispensing equipment, accessories, and servicing from the vendor, on an as-needed basis, for an initial term of three years, as approved in the departments' annual adopted budgets. Individual purchases in excess of \$100,000.00 will be presented to the Board for approval.
- B) Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
- C) Grant the County Manager or designee the authority to renew the contract, for up to two additional one-year periods, and to execute all associated documents, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County, and there are no cost increases associated with the renewal(s).

II. ITEM SUMMARY

Awards a contract to BlueTriton Brands, Inc. for the supply and delivery of bottled water, water-dispensing equipment, accessories, and servicing from the vendor on an as-needed basis for an initial period of three years with an option to renew the contract for up to two additional one-year periods. Most county departments use these services. Total expenditures under this contract during Fiscal Year 2022-2023 were approximately \$175,019.32.

III. BACKGROUND AND IMPLICATIONS OF ACTION

- A) Board Action and Other History
On January 12, 2024, Procurement Management issued an Invitation to Bid No. B240103CFC for Bottled Water Purchase and Delivery. On the solicitation deadline of February 14, 2024, Procurement Management received one submittal. After conducting an analysis of the bid submission, BlueTriton Brands, Inc. was determined to be the lowest responsive and responsible bidder.
- B) Policy Issues
- C) BoCC Goals
- D) Analysis
- E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	See Comments below.
B)	Is this item approved in the current budget?	
C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Discretionary
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	
F)	Fund: Various funds Program: Project: Account Strings:	
G)	Fund Type?	Other: Various Department Funds
H)	Comments: Expenditures will be on an as-needed basis, as approved in the departments' annual adopted budgets.	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP**ATTACHMENTS:**

Description	Upload Date	Type
B240103CFC Blue Triton Brands Contract	3/20/2024	Contract
B240103CFC BlueTriton Brands Pricing Comparison OCR	3/20/2024	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Procurement Management	Tucker, Mary	Approved	3/21/2024 - 7:36 AM
Budget Services	Henkel, Anne	Approved	3/21/2024 - 9:02 AM
Budget Services	Winton, Peter	Approved	3/21/2024 - 10:05 AM
County Attorney	Holborn , Robert	Approved	3/21/2024 - 1:50 PM
County Manager	Winton, Peter	Approved	3/22/2024 - 8:52 AM

Certificate Of Completion


Envelope Id: FD0C1C087F9F458C8342EC47E8721776	Status: Completed
Subject: Board Approved Contract-Routing-Solicitation # B240103CFC BlueTriton Brands, Inc.	
Source Envelope:	
Document Pages: 21	Signatures: 3
Supplemental Document Pages: 14	Initials: 0
Certificate Pages: 3	Envelope Originator:
AutoNav: Enabled	Mary Patterson
Envelopeld Stamping: Enabled	2115 Second St, First Floor
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	Fort Meyers, FL 33901
	mpatterson@leegov.com
	IP Address: 208.89.76.205

Record Tracking

Status: Original	Holder: Mary Patterson	Location: DocuSign
4/3/2024 2:04:52 PM	mpatterson@leegov.com	

Signer Events

Signer Events	Signature	Timestamp
Risk	Completed	Sent: 4/3/2024 2:10:57 PM
risk@leegov.com		Viewed: 4/3/2024 4:50:29 PM
Risk Program Manager		Signed: 4/3/2024 4:50:33 PM
Self-Insured	Using IP Address: 208.89.76.207	
Signing Group: Risk Management		
Security Level: Email, Account Authentication (None)		
Electronic Record and Signature Disclosure:		
Not Offered via DocuSign		

Robert Holborn		Sent: 4/4/2024 8:53:26 AM
rholborn@leegov.com		Viewed: 4/4/2024 9:20:27 AM
Assistant County Attorney		Signed: 4/4/2024 9:20:42 AM
Security Level: Email, Account Authentication (None)	Signature Adoption: Pre-selected Style	
	Using IP Address: 208.89.76.203	

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Mike Greenwell		Sent: 4/4/2024 9:23:18 AM
dist5@leegov.com		Viewed: 4/5/2024 9:28:03 AM
Chair		Signed: 4/5/2024 9:28:11 AM
Lee County BoCC	Signature Adoption: Pre-selected Style	
Security Level: Email, Account Authentication (None)	Using IP Address: 208.89.76.203	

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Melissa Butler		Sent: 4/5/2024 9:28:15 AM
mbutler@leeclerk.org		Viewed: 4/5/2024 9:44:51 AM
Deputy Clerk		Signed: 4/5/2024 9:45:04 AM
Lee County Clerk of Courts		
Signing Group: Minutes	Signature Adoption: Pre-selected Style	
Security Level: Email, Account Authentication (None)	Using IP Address: 198.184.170.4	

Electronic Record and Signature Disclosure:

Signer Events	Signature	Timestamp
---------------	-----------	-----------

Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
-------------------------	-----------	-----------

Editor Delivery Events	Status	Timestamp
------------------------	--------	-----------

Agent Delivery Events	Status	Timestamp
-----------------------	--------	-----------

Intermediary Delivery Events	Status	Timestamp
------------------------------	--------	-----------

Certified Delivery Events	Status	Timestamp
---------------------------	--------	-----------

Carbon Copy Events	Status	Timestamp
--------------------	--------	-----------

Erica Temerario
etemerario@leegov.com

Lauren Schaefer
lschaefer@leegov.com

Tina Boone
tboone@leegov.com
Legal Administrative Specialist, Sr
Lee County BoCC

Signing Group: County Attorney's Office
Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

COPIED

Sent: 4/4/2024 8:53:28 AM

Mike Greenwell
dist5@leegov.com

Stacey Rohland
srohland@leegov.com
District 5 Executive Assistant
Lee County BoCC

Signing Group: District 5 - Chairman
Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

COPIED

Sent: 4/4/2024 9:23:21 AM

Connie Prevatte
cprevatte@leegov.com

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

COPIED

Sent: 4/5/2024 9:45:08 AM

Mary Patterson
mpatterson@leegov.com

Procurement Specialist
Lee County BoCC
Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

COPIED

Sent: 4/5/2024 9:45:09 AM

Witness Events	Signature	Timestamp
----------------	-----------	-----------

Notary Events	Signature	Timestamp
---------------	-----------	-----------

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/3/2024 2:10:57 PM
Certified Delivered	Security Checked	4/5/2024 9:44:51 AM
Signing Complete	Security Checked	4/5/2024 9:45:04 AM
Completed	Security Checked	4/5/2024 9:45:09 AM

Payment Events	Status	Timestamps
-----------------------	---------------	-------------------