

RECEIVED

CONTRACT MANAGEMENT

CONTRACT APPROVAL FORM

2013 NOV 18 PM 1:04

(Contract Management Use only)

CONTRACT TRACKING NO.

CM2031

CONTRACTOR INFORMATION

Name: Zephyrhills Water

Address: 7035 Davis Creek Road Jacksonville FL 32257

City State Zip

Contractor's Administrator Name: Abby Snober -Tozier Title: Key Account Sales Manager

Tel#: 904-237-6933 Fax#: 904-268-1781 Email: abear.snober@water.nestle.com

CONTRACT INFORMATION

Contract Name: Bottled Water Service Contract Value:

Brief Description: Pricing as listed in Attachment "A" o the Contract Agreement.

Contract Dates when signed to one year from signed date Status: New Renew Amend# WA Task Order

How Procured: Sole Source Single Source ITB RFP RFQ Coop. Other

If Processing an Amendment:

Contract #: Increase Amount of Existing Contract: Increase No Increase

New Contract Dates: TOTAL OR AMENDMENT AMOUNT:

APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY, SECTION 6

Funding Line Item # 552000 in the following accounts:

1. [Signature] 10/24/2013 Department Head Signature Date

01073519 & 01074712 Funding Source/Acct #

2. [Signature] 11-15-13 Contract Management Date

Individual departments to fund as they request service

3. [Signature] 11/22/13 County Attorney (approved as to form only) Date

4. [Signature] 11-18-13 Office of Management & Budget Date

Comments:

COUNTY MANAGER - FINAL SIGNATURE APPROVAL

[Signature] 11/05/13 Ted Selby Date

RETURN ORIGINAL(S) TO CONTRACT MANAGEMENT FOR DISTRIBUTION AS FOLLOWS:

Original: Clerk's Services; Contractor (original or certified copy)

Copy: Department Office of Management & Budget Contract Management Clerk Finance

13 NOV 25 PM 2:45

CONTRACT MANAGEMENT

RECEIVED

RECEIVED COUNTY MANAGER'S OFFICE 13 NOV 25 AM 8:21

RECEIVED COUNTY MANAGER'S OFFICE 13 NOV 15 PM 3:19

## CONTRACT FOR BOTTLED WATER SERVICE

THIS CONTRACT entered into this 25th day of November, 2013, by and between the **BOARD OF COUNTY COMMISSIONERS OF NASSAU COUNTY, FLORIDA**, a political subdivision of the State of Florida, hereinafter referred to as "County", and **ZEPHYRHILLS WATER**, 7035 Davis Creek Road, Jacksonville, FL 32257, hereinafter referred to as "Vendor".

WHEREAS, the Board of County Commissioners of Nassau County, Florida received written quotes for Bottled Water Service for use by all County Departments, Quote Number NC13-Q016, on September 24, 2013 at 4:00 p.m.; and

WHEREAS, the Contract Management Department determined that Zephyrhills Water was the lowest, most responsive and responsible bidder for the bid items as set forth in Exhibit "A"; and

NOW, THEREFORE, in consideration of the terms and conditions herein set forth, the County and the Vendor agree as follows:

### **SECTION 1. Description of Services to be Provided**

The County does hereby retain the Vendor to furnish materials or services as further described in the Scope of Services attached hereto as Exhibit "B" and made a part hereof. Required materials and service shall be specifically enumerated, described and depicted in the Purchase orders authorizing performance of the specific task. This Contract standing alone does not authorize the performance of any work or require the County to place any orders for work.

### **SECTION 2. Receiving/Payment/Invoicing**

**No payment will be made for materials ordered without proper purchase order authorization.** The County shall pay the vendor within forty-five (45) calendar days of receipt of invoice, pursuant to and in accordance with the promulgations set forth by the State of Florida's Prompt Payment Act. (Florida Statutes Section 218.70). Payment shall not be made until materials, goods or services have been received, inspected and accepted by the County in the quality and quantity ordered. Payment will be accomplished by submission of an invoice, in duplicate, with the Purchase Order number referenced thereon and mailed to the address set forth in the Purchase Order. Payment in advance of receipt of goods or services by Nassau County cannot be made.

The invoice submitted shall be in sufficient detail as to item, quantity and price in order for the County to verify compliance with the awarded bid.

**SECTION 3. Acceptance of Goods/Services**

Receipt of goods/services shall not constitute acceptance. Final acceptance and authorization of payment shall be given only after a thorough inspection indicates that the product/performance meets bid specifications and conditions. Should the products/services differ in any respect from specifications, payment will be withheld until such time as the supplier takes necessary corrective action. If the proposed corrective action is not acceptable to the County, the County Manager's Office may authorize the recipient to refuse final acceptance of the goods/services. Should a representative of the County agree to accept the goods/services on condition that the Vendor will correct his performance within a stipulated time period, then payment will be withheld until the services are performed as specified.

**SECTION 4. Inspection/Acceptance Title**

Inspection and acceptance will be at destination unless otherwise stipulated. Title and risk of loss or damage to all items shall be the responsibility of the Vendor until accepted by the using department of Nassau County, unless loss or damage results from negligence by Nassau County or it's using Department.

**SECTION 5. Firm Prices**

Prices for goods and services covered in the specifications shall be firm; net delivered to the ordering agency, **F.O.B. DESTINATION**, vendor paying all delivery costs and shall remain firm for the period of this Contract. No additional fees or charges shall be accepted.

**SECTION 6. Fund Availability**

This Contract is deemed effective only to the extent that appropriations are available. Pursuant to Florida Statutes all appropriations lapse at the end of the Fiscal Year. Multi-year awards shall be adequately funded but the County reserves the right not to appropriate for an ongoing procurement if it is deemed in its best interest.

**SECTION 7. Permits/Licenses/Fees**

Any permits, licenses or fees required for this service will be the responsibility of the Vendor unless otherwise stated.

**SECTION 8. Taxes**

The County is tax exempt. As such, the County will not pay any Federal Excise or State of Florida Sales Tax. The Vendor will refrain from including taxes in any billing.

**SECTION 9. Laws Governing this Contract**

This Contract shall be consistent with, and be governed by, the Ordinances of Nassau County, the whole law of the State of Florida, both procedural and substantive, and applicable federal statutes, rules and regulations. Any and all litigation arising under this Contract shall be brought in Nassau County, Florida.

**SECTION 10. Changes**

The County reserves the right to order, in writing, changes in the work within the scope of the contract, such as change in quantity or delivery schedule. The Vendor has the right to request an equitable price adjustment in cases where changes to the contract under the authority of this clause result in increased costs to the Vendor.

**SECTION 11. Modifications**

In addition to modifications made under the changes clause, this Contract may be modified within the scope of the contract upon the written and mutual consent of both parties, and approval by appropriate legal bodies in the County.

**SECTION 12. Assignment & Subcontracting**

The Vendor will not be permitted to assign its contract with the County, or to subcontract any of the work requirements to be performed without obtaining prior written approval by the County.

**SECTION 13. Severability**

If any section, subsection, sentence, clause, phrase, or portion of this Contract is, for any reason, held invalid, unconstitutional, or unenforceable by any Court of Competent Jurisdiction, such portion shall be deemed as a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

**SECTION 14. Termination for Default**

The performance of the Contract may be terminated by the County in accordance with this clause, in whole or in part, in writing, whenever the County shall determine that the Vendor has failed to meet performance requirement(s) of the Contract.

**SECTION 15. Termination for Convenience**

The County reserves the right to terminate the Contract in whole or part by giving the vendor written notice at least thirty (30) days prior to the effective date of the termination. Upon receipt of termination from the County, the Vendor shall only provide those services specifically approved or directed by the County. All other rights and duties of the parties under the Contract shall continue during such notice period, and the County shall continue to be responsible to the vendor for the payment of any obligations to the extent such responsibility has not been excused by breach of default of the Vendor.

**SECTION 16. Force Majeure**

Neither party of this Contract shall be liable to the other for any cost or damages if the failure to perform the Contract arises out of causes beyond the control and without the fault or negligence of the parties. Such causes may include, but are not restricted to, acts of nature, fires, quarantine restriction, strikes and freight embargoes. In all cases, the failure to perform must be totally beyond the control and without any fault or negligence of the party.

**SECTION 17. Access and Audits**

The Vendor shall maintain adequate records to justify all charges, expenses, and costs incurred in performing the Work for at least three (3) years after completion of this Contract. The County and the Clerk of Courts shall have access to such books, records, and documents as required in this Section for the purpose of inspection or audit during normal business hours, at the County's or the clerk's cost, upon five (5) days' written notice.

**SECTION 18. Vendor Responsibilities**

The Vendor will provide the services agreed upon in a timely and professional manner in accordance with specifications.

**SECTION 19. Public Emergencies**

The Vendor shall agree before, during, and after a public emergency, disaster, hurricane, tornado, flood, or other acts of nature that the County shall require a "First Priority" for goods and services. It is vital and imperative that the majority of citizens are protected from any emergency situation that threatens public health and safety, as determined by the County. The Vendor agrees to rent/sell/lease all goods and services to the county or governmental entities on a "first priority" basis. The County expects to pay a fair and reasonable price for all products and services rendered or contracted in the event of a disaster, emergency, hurricane, tornado or other acts of nature.

**SECTION 20. Period of Contract/Option to Extend or Renew**

This Contract shall begin on the date of final execution of this contract and terminate one year after the date of final execution. Any Contract or amendment to the Contract shall be subject to fund availability and mutual written agreement between the County and the Vendor.

**SECTION 21. Exercise of Option**

Exercise of option to extend term of contract: If the County wishes to enter into an option period, the County shall request from the Vendor their written statement of desire to enter into an extension of the performance period.

**SECTION 22. Probationary Period**

The first ninety (90) days of this Contract are to be considered a "probationary" period. At the County's election, this Contract may be terminated, based on the performance of the Vendor, and a new award be granted without another formal bid.

**SECTION 23. Escalation Clause**

Ninety (90) days prior to the end of the contract term, the Vendor may request in writing an increase in an individual item unit cost. Consideration of price increases at each renewal period will be given provided such escalations are reasonable and acceptable to the County. It is also expected that de-escalation of prices will be extended to the County if market so reflects. The County will consider a price adjustment based on the latest Consumer Price Index and/or proof of a manufacturer's price increase. Any and all proposed increases are subject to approval by the County.

**SECTION 24. Supervision**

The Vendor shall act as an independent contractor and not as an employee of the County. The County shall not exercise any supervision or control over the Vendor's employees performing services under this Contract. Such employees shall be accountable not to the County, but solely to the Vendor, who in turn is responsible to the County.

**SECTION 25. Indemnification and Insurance**

The Vendor shall indemnify and hold harmless the County and its agents and employees from and against all claims, damages, losses and expenses, including attorney's fees, arising out of or resulting from the performance of this contract, provided that any such claims, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to loss to or destruction of tangible property, including loss of use resulting therefrom; and is caused in whole or in part

by any negligent or willful act or omission of the Vendor and/or Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable.

In any and all claims against the County or any of its agents or employees, by any employee of the Vendor, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Vendor or any Subcontractor under Workers' Compensation acts, disability benefit acts, or other employee benefits act.

The vendor shall, on a primary basis, and at its sole expense, agree to maintain in full force and effect at all times during the life of this contract, insurance coverage's, limits, including endorsements, as described herein. The requirements contained herein, as well as the County's review or acceptance of insurance maintained by the Vendor is not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by the Vendor under the Contract.

**Workers' Compensation:** The Vendor shall agree to maintain Workers' Compensation Insurance and Employers Liability in accordance with Florida Statute Chapter 440. Coverage must include Employers Liability with a minimum limit of \$100,000 for bodily injury caused by an accident, each accident; \$100,000 for bodily injury caused by a disease, each employee; \$500,000 for bodily injury caused by a disease, policy limit.

**Business Auto Policy:** The Vendor shall agree to maintain Business Automobile Liability at a limit of liability not less than \$1,000,000 each occurrence for all owned, non-owned and hired automobiles. In the event the Vendor does not own any automobiles, the Business Auto Liability requirement shall be amended allowing the Vendor to agree to maintain only Hired and Non-Owned Auto Liability. This amended requirement may be satisfied by way of endorsement to the Commercial General Liability, or separate business auto coverage form.

**Commercial General Liability:** Commercial General Liability for public liability during the lifetime of this Contract shall have minimum limits of \$1,000,000 each occurrence, \$2,000,000 General Aggregate; and \$2,000,000 Products-Completed Operations Aggregate. Coverage shall include Premises and/or Operations, Independent Contractors, Products and/or Complete Operations, Personal and Advertising Liability, Contractual Liability and Broad Form Property Damage Endorsements. Coverage shall not contain an exclusion or limitation endorsement for

Contractual Liability or Cross Liability. Coverage for the hazards of explosion, collapse and underground property damage (XCU) must also be included when applicable to the work to be performed. All insurance policies shall be issued from a company or companies duly licensed by the State of Florida. All policies shall be on an occurrence basis; the County shall not accept claims-made policies. Specific endorsements will be requested depending upon the type and scope of work to be performed.

**Additional Insured Requirements:** Certificates showing proof of the above required insurance shall be provided to the County prior to start of this contract and shall be attached hereto as Exhibit "C". Except as to Workers' Compensation and Employers' Liability, said Certificate(s) shall clearly state that coverage required by the Contract has been endorsed to include Nassau County, a political subdivision of the State of Florida, its officers, agents and employees as Additional Insured with a CG 2026-Designated Person or Organization endorsement, or similar endorsement, to its Commercial General Liability. The name for the Additional Insured endorsement issued by the insurer shall read "Nassau County, a political subdivision of the State of Florida, its officers, employees and agents". Above stated insurance policies will be endorsed to unequivocally provide thirty (30) days written notice to the County prior to any adverse changes, cancellation, or non-renewal of coverage thereunder. A copy of the policy endorsements must be included with the Certificate of Insurance. Said liability insurance must be acceptable by and approved by the County as to form and types of coverage. In the event that the statutory liability of the County is amended during the term of this Contract to exceed the above limits, the contractor shall be required, upon thirty (30) days written notice by the County, to provide coverage at least equal to the amended statutory limit of liability of the County.

**SECTION 26. Disputes**

Any dispute arising under this Contract shall be addressed by the representatives of the County and the Consultant as set forth herein. Disputes shall be set forth in writing to the County Manager with a copy to the Department Head or Consultant, depending on which party initiates the dispute, and provided by overnight mail, UPS, FedEx, or certified mail. A response shall be provided in the same manner prior to the initial meeting with the County Manager, the Department Head (or their designee), and a representative of the Consultant. This initial meeting shall take place no more than thirty (30) days from the written notification of the dispute addressed to the County Manager.



If the dispute is not settled at the initial meeting, the County Manager shall immediately notify the County Attorney. The Department Head (or his/her designee), the County Attorney, the County Manager, and the Department Head (or their designee(s)) shall meet with the Consultant's representative(s) within thirty (30) days of the County Manager's notification to the County Attorney of the continued dispute.

If there is no satisfactory resolution, the claims, disputes, or other matters in question between the parties to this Agreement arising out of or relating to this Agreement or breach thereof, shall be submitted to mediation in accordance with mediation rules as established by the Florida Supreme Court. Mediators shall be chosen by the County and the cost of mediation shall be borne by the Consultant. If either party initiates a Court proceeding, and the Court orders, or the parties agree to, mediation, the cost of mediation shall be borne by the Consultant. Consultant shall not stop work during the pendency of mediation or dispute resolution. No litigation shall be initiated unless and until the procedures set forth herein are followed.

**SECTION 27. Entire Agreement**

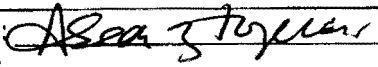
The written terms and provisions of this contract shall supersede all prior verbal statements of any official or other representative of the County. Such statements shall not be effective or be construed as entering into, or forming a part of, or altering in any manner whatsoever, this Contract or contract documents.

IN WITNESS WHEREOF, the parties have executed this contract which shall be deemed an original on this day and year first above written.

**BOARD OF COUNTY COMMISSIONERS  
NASSAU COUNTY, FLORIDA**

  
\_\_\_\_\_  
TED SELBY, COUNTY MANAGER  
Its Designee


**ZEPHYRHILLS WATER**

By:   
Its: \_\_\_\_\_

STATE OF FLORIDA  
COUNTY OF DUVAL

Before me personally appeared, ABEAR ZAGHLOODL TOZIB who is personally known \_\_\_\_\_ or produced FLDL T 260-019-8-915 as identification, known to be the person described in and who executed the foregoing instrument, and acknowledged to and before me that he/she executed said instrument for the purposes therein expressed.

WITNESS my hand and official seal, this 11<sup>th</sup> day of NOV, 2013.

  
\_\_\_\_\_  
Notary Signature

Notary-Public-State of FLORIDA at large  
My Commission expires: APRIL 30<sup>th</sup>, 2017



EXHIBIT "A"

Quote Number NC13-Q016

Request for Written Quotation Form  
Nassau County Board of County Commissioners

Requesting Department: Contract Management Date: 9/17/2013  
 Department Address: 96135 Nassau Place, Suite 6 Yulee, FL 32097  
 Contact: Dawn Krass  
 Contact email: dkrass@nassaucountyfl.com  
 Department Phone: (904) 491-7377  
 Department Fax: (904) 321-2658

Item	Description	Estimated Annual Quantity	Unit Price	Extended Price
1	Bottled Water- 5 gallon container	2337	\$ 2.87	6707.19
2	Bottled Water- 1/2 liter bottles in case of 24 bottles (per case price)	489	\$ 5.99	2929.11
3	Paper Cone Cups- 4.25 ounces in sleeve of 200 cups (per sleeve)	148	\$ 2.99	442.52
4	Plastic Flat Bottom Cups- 9 ounces in sleeve of 50 cups (per sleeve)	220	\$ 2.99	657.80
5	Styrofoam Cups- 8 ounces (per sleeve)	44	\$ 1.59	69.96
6	Paper Hot Drink Flat Bottom Cups -- 10 ounces (per sleeve)	24	\$ 3.59	86.16
7	Dispenser -- Hot and Cold water (per month)	67	\$ 0.99	66.33
8	Dispenser- Cold water only (per month)	3	\$ 0.99	2.97
9	Dispenser- Room Temperature and Cold water (per month)	11	\$ 0.99	10.89
<b>SEE ATTACHED SHEET FOR SPECIFICATIONS</b>				
<b>TOTAL</b>				<b>10970.93</b>

Please submit written response by: September 24, 2013 at 2:00 PM  
(Date)

Vendor Name: Zephyrhills water  
 Address: 7035 Davis Creek Rd  
Jacksonville, FL 32257  
 Phone: 904-237-6953 Fax: 904-268-1781  
 Contact: Abby Swaber Tozier  
 Email: abear\_swaber@waters.nestle.com

This written quote from our Company is valid for \_\_\_\_\_ days.

Asanythia  
Signature

9/24/2013  
Date

Comments: \_\_\_\_\_

EXHIBIT "B"

**BOTTLED WATER SERVICES  
TECHNICAL SPECIFICATIONS/SCOPE OF SERVICE  
QUOTE NC13-Q016**

1. Vendor shall deliver drinking water to various Nassau County departments as needed to following locations:
  - a. Facilities Maintenance, 45195 Musselwhite Road, Callahan, FL 32011
  - b. Callahan Extension Office, 543350 US Highway 1, Callahan, FL 32011
  - c. Property Appraiser, 45401 Mickler Street, Callahan, FL 32011
  - d. Callahan Health Clinic, 45377 Mickler Street, Callahan, FL 32011
  - e. Solid Waste, 46026 Landfill Road, Callahan, FL 32011
  - f. Callahan Branch Library, 450077 State Road 200, Suite 15, Callahan, FL 32011
  - g. Fire Station 50, 542310 US Highway 301, Callahan, FL 32011
  - h. Emergency Management, 77150 Citizens Circle, Yulee, FL 32097
  - i. Judicial Complex- Courthouse, 76347 Veterans Way, Yulee, FL 32097
  - j. Yulee Extension Office, 86026 Pages Dairy Road West, Yulee, FL 32097
  - k. Yulee County Building, 86026 Pages Dairy Road West, Yulee, FL 32097
  - l. Yulee Health Clinic, 86014 Pages Dairy Road West, Yulee, FL 32097
  - m. Public Service Building, 96161 Nassau Place, Yulee, FL 32097
  - n. James S Page Governmental Complex, 96135 Nassau Place, Yulee, FL 32097
  - o. Fire Rescue Headquarters, 96160 Nassau Place, Yulee, FL, 32097
  - p. Fire Station 31, 96160 Nassau Place, Yulee, FL, 32097
  - q. Fire Station 30, 86028 Pages Dairy Road, Yulee, FL 32097
  - r. Fernandina Beach Health Clinic, 30 South 4<sup>th</sup> Street, Fernandina Beach, FL 32034
  - s. Historic Courthouse, 416 Centre Street, Fernandina Beach, FL 32034
  - t. Animal Services, 86078 License Road, Fernandina Beach, FL 32034
  - u. Fernandina Branch Library, 25 North 4<sup>th</sup> Street, Fernandina Beach, FL 32034
  - v. Bryceville Branch Library, 7280 Motes Road, Bryceville, FL 32009
  - w. Fire Station 60, 8291 US Highway 301, Bryceville, FL 32009
  - x. Fire Station 90, 3368 Henry Lee Road, Hilliard, FL 32046
2. Locations anywhere within Nassau County may be added to or removed from the list at any time.
3. Deliveries will be to various locations within Nassau County at no delivery charge. Deliveries shall be made within three (3) days of receipt of purchase order.
4. Nassau County will not pay any fuel surcharges or tax associated with delivery service.
5. The quantities listed on the price sheet are estimated quantities for a one (1) year period for bid in quote preparation only. Orders will be in varying quantities and have no minimum quantity restrictions with delivery F.O. B. destination direct to those offices. Nassau County reserves the right to increase or decrease total quantities as necessary.
6. Vendor is responsible for providing full bottles, picking up empty bottles, and replacing them with full bottles as needed by each Nassau County location.
7. Nassau County desires not to be charged for deposits, damaged, or lost bottles.
8. In the event that an item is received and later determined to be damaged, the item(s) must be replaced by the vendor at no cost to Nassau County.
9. Vendor shall be responsible for compiling usage figures/amount semi- annually and providing written documentation electronically to Nassau County Contract Management.
10. Vendor shall provide invoices to individual departments/delivery locations for their purchases.
11. A one year contract shall be awarded resulting from this Request for Quotation. A sample contract is attached.



**Bid Tabulation  
NC13-Q016 Quote for Bottled Water Service**

Item	Description	Estimated Annual Quantity	DS Waters		Culligan		Zephyrhills		
			Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	
1	Bottled Water- 5 gallon container	2337	\$ 3.49	\$ 8,156.13	\$ 3.50	\$ 8,179.50	\$ 2.87	\$ 6,707.19	
2	Bottled Water- ½ liter bottles in case of 24 bottles (per case price)	489	\$ 5.99	\$ 2,929.11	\$ 3.75	\$ 1,833.75	\$ 5.99	\$ 2,929.11	
3	Paper Cone Cups- 4.25 ounces in sleeve of 200 cups (per sleeve)	148	3.25 for 5 oz cup	\$ 481.00	\$ 3.00	\$ 444.00	\$ 2.99	\$ 442.52	
4	Plastic Flat Bottom Cups- 9 ounces in sleeve of 50 cups (per sleeve)	220	3.25 for 100 in a sleeve	\$ 357.50	4.00 for 9.25 oz in 100 in sleeve	\$ 880.00	\$ 2.99	\$ 657.80	
5	Styrofoam Cups- 8 ounces (per sleeve)	44	0.99 for 50 per sleeve	\$ 43.56	2.00 for 25 in a sleeve	\$ 88.00	\$ 1.59	\$ 69.96	
6	Paper Hot Drink Flat Bottom Cups – 10 ounces (per sleeve)	24	\$ 3.25	\$ 78.00	4.00 for 50 in a sleeve	\$ 96.00	\$ 3.59	\$ 86.16	
7	Dispenser – Hot and Cold water (per month)	67	\$ 1.29	\$ 86.43	\$25.00 annual/2.08 per month	\$ 139.36	\$ 0.99	\$ 66.33	
8	Dispenser- Cold water only (per month)	3	\$ 1.29	\$ 3.87	15.00 annual/1.25 per month	\$ 3.75	\$ 0.99	\$ 2.97	
9	Dispenser- Room Temperature and Cold water (per month)	11	\$ 1.29	\$ 14.19	20.00 annual/1.67 per month	\$ 18.37	\$ 0.99	\$ 10.89	
<b>TOTAL</b>					<b>\$12,149.79</b>		<b>\$11,682.73</b>		<b>\$10,972.93</b>

Sec. 2 -Want 30 day payment  
 Sec 10 Want changes in writing 48 hours prior to delivery date  
 Sec 14- Want 10 day cure period and right to terminate for non payment

Will do annual audit and bill \$5.00 per missing 5 gallon bottle per location

Request for Written Quotation Form  
 Nassau County Board of County Commissioners

Requesting Department: Contract Management Date: 9/17/2013  
 Department Address: 96135 Nassau Place, Suite 6 Yulee, FL 32097  
 Contact: Dawn Krass  
 Contact email: dkrass@nassaucountyfl.com  
 Department Phone: (904) 491-7377  
 Department Fax: (904) 321-2658

Item	Description	Estimated Annual Quantity	Unit Price	Extended Price
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5	Styrofoam Cups- 8 ounces (per sleeve)	44	\$	
6	Paper Hot Drink Flat Bottom Cups – 10 ounces (per sleeve)	24	\$	
7	Dispenser – Hot and Cold water (per month)	67	\$	
8	Dispenser- Cold water only (per month)	3	\$	
9	Dispenser- Room Temperature and Cold water (per month)	11	\$	
<b>SEE ATTACHED SHEET FOR SPECIFICATIONS</b>				
<b>TOTAL</b>				

Please submit written response by: September 24, 2013 at 2:00 PM  
 (Date)

Vendor Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Contact: \_\_\_\_\_  
 Email: \_\_\_\_\_

This written quote from our Company is valid for \_\_\_\_\_ days.

\_\_\_\_\_  
 Signature Date

Comments: \_\_\_\_\_  
 \_\_\_\_\_

**BOTTLED WATER SERVICES**  
**TECHNICAL SPECIFICATIONS/SCOPE OF SERVICE**  
**QUOTE NC13-Q016**

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  - d. Callahan Health Clinic, 45377 Mickler Street, Callahan, FL 32011
  - e. Solid Waste, 46026 Landfill Road, Callahan, FL 32011
  - f. Callahan Branch Library, 450077 State Road 200, Suite 15, Callahan, FL 32011
  - g. Fire Station 50, 542310 US Highway 301, Callahan, FL 32011
  - h. Emergency Management, 77150 Citizens Circle, Yulee, FL 32097
  - i. Judicial Complex- Courthouse, 76347 Veterans Way, Yulee, FL 32097
  - j. Yulee Extension Office, 86026 Pages Dairy Road West, Yulee, FL 32097
  - k. Yulee County Building, 86026 Pages Dairy Road West, Yulee, FL 32097
  - l. Yulee Health Clinic, 86014 Pages Dairy Road West, Yulee, FL 32097
  - m. Public Service Building, 96161 Nassau Place, Yulee, FL 32097
  - n. James S Page Governmental Complex, 96135 Nassau Place, Yulee, FL 32097
  - o. Fire Rescue Headquarters, 96160 Nassau Place, Yulee, FL , 32097
  - p. Fire Station 31, 96160 Nassau Place, Yulee, FL, 32097
  - q. Fire Station 30, 86028 Pages Dairy Road, Yulee, FL 32097
  - r. Fernandina Beach Health Clinic, 30 South 4<sup>th</sup> Street, Fernandina Beach, FL 32034
  - s. Historic Courthouse, 416 Centre Street, Fernandina Beach, FL 32034
  - t. Animal Services, 86078 License Road, Fernandina Beach, FL 32034
  - u. Fernandina Branch Library, 25 North 4<sup>th</sup> Street, Fernandina Beach, FL 32034
  - v. Bryceville Branch Library, 7280 Motes Road, Bryceville, FL 32009
  - w. Fire Station 60, 8291 US Highway 301, Bryceville, FL 32009
  - x. Fire Station 90, 3368 Henry Lee Road, Hilliard, FL 32046
2. Locations anywhere within Nassau County may be added to or removed from the list at any time.
3. Deliveries will be to various locations within Nassau County at no delivery charge. Deliveries shall be made within three (3) days of receipt of purchase order.
4. Nassau County will not pay any fuel surcharges or tax associated with delivery service.
5. The quantities listed on the price sheet are estimated quantities for a one (1) year period for aid in quote preparation only. Orders will be in varying quantities and have no minimum quantity restrictions with delivery F.O. B. destination direct to those offices. Nassau County reserves the right to increase or decrease total quantities as necessary.
6. Vendor is responsible for providing full bottles, picking up empty bottles, and replacing them with full bottles as needed by each Nassau County location.
7. Nassau County desires not to be charged for deposits, damaged, or lost bottles.
8. In the event that an item is received and later determined to be damaged, the item(s) must be replaced by the vendor at no cost to Nassau County.
9. Vendor shall be responsible for compiling usage figures/amount semi- annually and providing written documentation electronically to Nassau County Contract Management.
10. Vendor shall provide invoices to individual departments/delivery locations for their purchases.
11. A one year contract shall be awarded resulting from this Request for Quotation. A sample contract is attached.