

Request for Legislative Action

Res. #21105
Sponsor: Tony Miller
Date: November 28, 2022

Completed by County Counselor's Office

Action Requested:	Resolution	Res.Ord No.:	21105
Sponsor(s):	Tony Miller	Legislature Meeting Date:	11/28/2022

Introduction

Action Items: ['Award']

Project/Title:

Awarding a Twelve (12) Month Term and Supply Contract with One (1) Twelve (12) Month Option to Extend for the furnishing of Bottled Water and Dispenser Service for use by Various County Departments to Pure Water Oasis, Inc of Independence, MO under the terms and conditions of Invitation to Bid No.101-22.

Request Summary

Various County Departments require a Term and Supply Contract for the furnishing of Bottled Water and Dispenser Service. The Purchasing Department issued Invitation to Bid No. 101-22 in response to those requirements. A total of 457 notifications were distributed, seven (7) document takers and one (1) response was received and evaluated. An Executive Summary of the Invitation to Bid, including the Contractor's Quotation Sheet and the using County Departments Recommendation Memos are attached.

Pursuant to Section 1054.6 of the Jackson County Code, the Purchasing Department and the using Departments recommend the award of a Twelve (12) Month Term and Supply Contract with One (1) Twelve (12) Month Option to Extend for the furnishing of Bottled Water and Dispenser Service for use by Various County Departments to Pure Water Oasis, Inc of Independence, MO as the lowest and best bid under the terms and conditions of Invitation to Bid No. 101-22. The estimated annual usage for this contract is \$25,000 between the various County Departments.

This award is made on a "As Needed" basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchase(s) is subject to annual appropriations.

Contact Information

Department:	Finance	Submitted Date:	11/15/2022
Name:	Keith E. Allen	Email:	keallen@jacksongov.org
Title:	Senior Buyer	Phone:	816-881-3465

Budget Information

Amount authorized by this legislation this fiscal year:	\$ 0
Amount previously authorized this fiscal year:	\$ 0

Request for Legislative Action

Total amount authorized after this legislative action:			\$
Is it transferring fund?			No
Single Source Funding:			
Fund:	Department:	Line Item Account:	Amount:
			!Unexpected End of Formula

Prior Legislation	
Prior Ordinances	
Ordinance:	Ordinance date:
Prior Resolution	
Resolution:	Resolution date:
20690	June 7, 2021

Purchasing	
Does this RLA include the purchase or lease of supplies, materials, equipment or services?	Yes
Chapter 10 Justification:	Formal Bid
Core 4 Tax Clearance Completed:	Not Applicable
Certificate of Foreign Corporation Received:	Yes
Have all required attachments been included in this RLA?	Yes

Compliance	
Certificate of Compliance	
In Compliance	
Minority, Women and Veteran Owned Business Program	
Goals Not Applicable for following reason: Less than \$50000	
MBE:	.00%
WBE:	.00%
VBE:	.00%
Prevailing Wage	
Not Applicable	

Fiscal Information	
<ul style="list-style-type: none"> This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order. 	

Request for Legislative Action

History

Submitted by Finance requestor: Keith E. Allen on 11/15/2022. Comments:

Approved by Department Approver Bob Cruetsinger on 11/15/2022 12:24:19 PM. Comments:

Approved by Purchasing Office Approver Barbara J. Casamento on 11/16/2022 10:03:22 AM. Comments:

Approved by Compliance Office Approver Jaime Guillen on 11/16/2022 1:24:59 PM. Comments:

Approved by Budget Office Approver Mark Lang on 11/18/2022 11:27:18 AM. Comments:

Returned for more information by Executive Office Approver Sylvia Stevenson on 11/18/2022 12:00:58 PM. Comments: Emailed Keith information about grammatical corrections needed.

Submitted by Requestor Keith E. Allen on 11/18/2022 1:54:43 PM. Comments: Recommended corrections made

Approved by Department Approver Bob Cruetsinger on 11/18/2022 2:04:36 PM. Comments:

Approved by Purchasing Office Approver Barbara J. Casamento on 11/18/2022 2:33:01 PM. Comments:

Approved by Compliance Office Approver Katie M. Bartle on 11/18/2022 2:37:58 PM. Comments:

Approved by Budget Office Approver David B. Moyer on 11/18/2022 2:48:09 PM. Comments:

Approved by Executive Office Approver Sylvia Stevenson on 11/18/2022 2:54:46 PM. Comments:

Approved by Counselor's Office Approver Katherine Henry on 11/22/2022 11:47:13 AM. Comments:



Jackson County Detention Center

Office of the Jackson County Sheriff
Sheriff Darryl Forté



TO: Keith Allen, Senior Buyer
FROM: Deloris Wells, Deputy Director of Administration JCDC

Deloris Wells

SUBJECT: Recommendation Memo- Bottled Water & Dispenser Service- ITB No. 101-22
DATE: November 4, 2022

Mr. Allen,

I have completed my review of the proposal for Bottled Water and Dispenser Service. I recommend the contract be awarded to Pure Water Oasis of Kansas City, MO. Pure Water Oasis was the only and best bidder. The company has been in business for eighteen years. The pricing is reasonable, the delivery service is professional and reliable.

This vendor will meet the needs of the Jackson County Detention Center and we anticipate spending, \$20,000 annually.



Office of the JACKSON COUNTY SHERIFF

Sheriff Darryl Forté

INTER-OFFICE MEMO

TO: Keith Allen, Purchasing
FROM: Sgt. Eli Postlethwait #27
CC: Beth Money, Office Administrator
RE: Recommendation Memo 101-22 – Bottled Water and Dispenser Services
Date: November 4, 2022

The Sheriff's Office has an ongoing need for a vendor to provide bottled water and dispenser services. I have reviewed the bid submitted by Pure Water Oasis, Inc. I recommend awarding the contract to Pure Water Oasis, Inc. as they offer acceptable pricing, and their services will meet our needs.

The Sheriff's Office will spend approximately \$1,200 annually using this contract.

MEMORANDUM

To: Keith Allen – Senior Buyer Purchasing Department

From: Cindy Wallace – Senior Asst. Auditor

Date: November 4, 2022

SUBJ: ITB No. 101-22 Bottled Water – Recommendation Memo

Pure Water Oasis was the only submitter on bid 101-22 and is our current vendor. We have had good service with this vendor under the previous contract and they have been responsive to our departmental needs. We estimate our usage at approximately \$1,500.

Based on their history and the fact that they were the only submission, I submit this memo as recommendation to award ITB No. 101-22 to Pure Water Oasis of Independence, Missouri.



JACKSON COUNTY

Human Resources Department

Jackson County Courthouse
415 East 12th Street, First Floor
Kansas City, Missouri 64106
jacksongov.org

(816) 881-3135
Fax: (816) 881-3474

To: Keith Allen, Buyer
From: Human Resources
Subj: Bottled Water and Dispenser Service – ITB 101-22
Date: November 7, 2022

HR has reviewed the bid submissions for the Bottled Water and Dispenser service ITB 101-22.

In review of the quotation sheet and qualifications submitted, we recommend that Pure Water Oasis be awarded the contract for this service.

Approximate our cost for HR for “Cook and Cold service” in 2023 to be ~\$750.00

Cc: File



JACKSON COUNTY

Collection Department – Kansas City

415 East 12th Street, Suite 100
Kansas City, Missouri 64106
www.jacksongov.org

(816) 881-3232
Fax: (816) 881-3142

M E M O R A N D U M

To: Keith Allen, Senior Buyer

From: Karey Schulze, Office Administrator

Date: November 4, 2022

Subject: Recommendation for Bottled Water – Bid 101-22 Term and Supply Contract

I have reviewed the information provided on the above referenced bid. I recommend Pure Water Oasis Inc.

In evaluating the only submitted proposal, I find that Pure Water Oasis meets all of our requirements. This company has had this contract in prior years.

I therefore recommend Pure Water Oasis, Inc. I estimate the annual usage for the Collection department to be \$600, although this is the first time our department will have used this service, so I am not certain what to expect for usage. There are sufficient funds in the 2022 Collection budget in GL 001-1403-56165.

Thank you for your time and attention.

Frank White Jr., County Executive

MEMO: Bottled Water and Dispenser Service Bid Evaluation

To: Purchasing Department

From: Cathy Thomas-Jackson, Communications Assistant-Communications Department.

Date: November 9, 2022

In review of Bid No. 101-22, Jackson County Communications department would like to recommend the award of the bid go to Pure Water Oasis. Communications is well pleased with services that are provided by Pure Water Oasis Inc. which is very customer service friendly, their delivery person always provides great service when making a delivery to our department.



101-22 - Bottled Water and Dispenser Service

Project Overview

Project Details	
Reference ID	101-22
Project Name	Bottled Water and Dispenser Service
Project Owner	Keith Allen
Project Type	ITB
Department	Purchasing
Budget	\$0.00 - \$0.00
Project Description	Jackson County, Missouri is seeking bids for the furnishing of Bottled Water and Dispenser Service for use Various County Departments
Open Date	Sep 20, 2022 12:00 PM CDT
Intent to Bid Due	Oct 25, 2022 1:30 PM CDT
Close Date	Oct 25, 2022 2:00 PM CDT

Highest Scoring Supplier	Score
Pure Water Oasis Inc.	47 pts



Seal status

Requested Information	Unsealed on	Unsealed by
Addenda	Oct 25, 2022 2:09 PM CDT	Keith Allen
Affidavit	Oct 25, 2022 2:09 PM CDT	Keith Allen
Certificate of Compliance	Oct 25, 2022 2:09 PM CDT	Keith Allen
Exhibit F - Bidder's Exceptions	Oct 25, 2022 2:09 PM CDT	Keith Allen
Statement of Contractor's Qualifications	Oct 25, 2022 2:09 PM CDT	Keith Allen
Term and Supply Contract Page	Oct 25, 2022 2:09 PM CDT	Keith Allen
Attachment 1 - Bidder's Quotation Sheet	Oct 25, 2022 2:09 PM CDT	Keith Allen
Greater Kansas City Metro Area Memo	Oct 25, 2022 2:09 PM CDT	Keith Allen



101-22 - Bottled Water and Dispenser Service

Scoring Summary

Active Submissions

	Total	A - Purchasing Evaluation	A-1 - Addenda	A-2 - Affidavit	A-3 - Attachment 1 - Quotation Sheet
Supplier	/ 50 pts	/ 0 pts	Pass/Fail	Pass/Fail	Pass/Fail
Pure Water Oasis Inc.	47	0	Pass	Pass	Pass



A-4 - Certificate of Compliance	A-5 - Exhibit F - Bidder's Exceptions	A-6 - Greater KC Metro Area Memo	A-7 - Statement of Contractor's Qualifications	A-8 - Term and Supply Contract Page	B - Department Evaluation
Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail	/ 50 pts
Pass	Pass	Pass	Pass	Pass	47



B-1 - Exhibit F - Bidder's Exceptions	B-2 - Statement of Contractor's Qualifications	B-3 - Attachment 1 - Bidder's Quotation Sheet
/ 10 pts	/ 15 pts	/ 25 pts
10	12.83	24.17

**ATTACHMENT 1
 BIDDER'S QUOTATION SHEET**

The County will not pay for ancillary charges including, but not limited to, fuel, fuel surcharges, and mileage throughout the life of any resulting Contract. Any and all freight, shipping, fuel, or other similar charges not mentioned must be included in the quoted price.

The County will not pay monetary deposits for bottled water containers.

No.	Location	Quantity	Type of Dispenser Required	Price Per Month	Leased Equipment Proposal
1.	Human Resources 415 E. 12 th Street – First Floor KCMO 64106	1	Cook & Cold	\$ 10	
2.	County Legislative Office 415 E. 12 th Street - 2 nd Floor Kansas City, MO 64106	1	Hot & Cold	\$ 10	
3.	County Legislative Office 201 W. Lexington Ave, Suite 201 Independence, MO 64050	1	Hot & Cold	\$ 10	
4.	Department of Corrections 1300 Cherry Street Kansas City, MO 64106	2	Hot & Cold	\$ 10	
5.	Department of Corrections 1300 Cherry Street Kansas City, MO 64106	5	Hot & Cold	\$ 10	
6.	Blue Springs Marina 1700 Bowling Road Lee's Summit, MO 64064	1	Hot & Cold	\$ 10	
7.	Longview Lake Marina 9898 Longview Road Kansas City, MO 64134	1	Hot & Cold	\$ 10	
8.	Jackson County Collections Department 415 E. 12 th Street – Room 100 Kansas City, MO 64106	1	Hot & Cold	\$ 10	
9.	Jackson County Sheriff's Department 415 E. 12 th Street – G11 Kansas City, MO 64106	1	Hot & Cold	\$ 10	
10.	Jackson County Sex Offenders Unit (SORE) 1315 Locust Kansas City, MO 64106	1	Cook & Cold	\$ 10	

Price per Bottle of Water/Dispenser Delivered (must include any delivery charges & fees) \$ 750

Primary Contract Person for Orders/Services

Name: Penny Curtis Phone Number: 816-254-3335

Purchase Order Email Address: mypurewateroasis@gmail.com

Company:	<u>Pure Water Oasis Inc</u>
Name/Title:	<u>Penny Curtis / President</u>
Signature:	<u>Penny Curtis</u>
Phone Number:	<u>816-254-3335</u>
Email:	<u>mypurewateroasis@gmail.com</u>