

**CITY OF DRIPPING SPRINGS REQUEST FOR PROPOSALS
WATER TRUCK AND POTABLE WATER SUPPORT SERVICES
NOTICE TO VENDORS**

Solicitation No.: [Insert]

Issue Date: [Insert]

Proposals Due: [Insert date and time]

Submission Method: [Portal and instructions]

City Contact: [Name, title, email, telephone]

1. NOTICE AND SCOPE OF SERVICES

The City requests proposals from qualified respondents to furnish water-truck, potable-water delivery, and water-support services for City-sponsored events. This is a separately issued procurement.

The resulting agreement will have a five-year term and may be used for City-sponsored events. The City reasonably expects Founders Day Festival and Christmas on Mercer to occur each year during the term, but the agreement may also be used for other City-sponsored events. The agreement will be nonexclusive, and the City makes no minimum purchase, volume, frequency, or annual event assignment.

The scope includes water trucks, potable-water delivery, tank filling, hose and connection support, water distribution, dust-control water where authorized, emergency water service, delivery, operation, and removal. Contractor shall maintain all required licenses, equipment, and water-quality compliance applicable to the requested service.

2. PROPOSAL INSTRUCTIONS, PRICING, AND EVALUATION

Submit a signed proposal form; three comparable-event references; equipment, water-source, operator, hose, tank, and emergency-response capacity information; key personnel and subcontractors; required licenses/insurance; City certifications and disclosures; non-collusion affidavit; and addenda acknowledgment. Capacity information is evaluative only; the City is not asking respondents to reserve capacity.

Use one pricing structure for all City-sponsored events. Respondent may complete this table or attach a current price sheet/published list identifying the unit rate or discount for each notice period.

Item	Unit	120+ Days	90–119 Days	30–89 Days	On-Call: <30 Days	Notes
Water truck with operator	Per hour or day	\$	\$	\$	\$	
Potable-water delivery	Per gallon/load	\$	\$	\$	\$	
Tank filling/service	Per service	\$	\$	\$	\$	
Hose/connection support	Per event	\$	\$	\$	\$	
Dust-control water	Per gallon/load	\$	\$	\$	\$	If authorized
Emergency service call	Per occurrence	\$	\$	\$	\$	

The capacity description is evaluative only. City orders made 30 or more days before first service must be performed; on-call orders require written vendor acceptance.

Criterion	Points
Price and overall value	50
Comparable event water-support experience	15
Equipment, operators, water-source, and operational capacity	15
Water-quality, safety, and emergency-response approach	10
References, past performance, and responsiveness	10
Total	100

The City may reject proposals, waive permitted informalities, request clarification, negotiate with the apparent best-value respondent, make multiple awards, or cancel this solicitation.

3. FORM OF AGREEMENT

[Attach the City's Event Services Agreement and City Insurance Requirements before issuance.]