



COUNTY OF LOUISA

MEMORANDUM

TO: The Honorable Members of the Board of Supervisors

FROM: Sam Massie, Purchasing Coordinator
James Smith, Department of Parks, Recreation, and Tourism

CC: Christian Goodwin, County Administrator

DATE: June 25, 2025

RE: A Resolution to Approve and Award a Contract for Beverages for the County of Louisa and the Louisa County Public Schools.

I. Background:

a. Project Description

The County of Louisa and the Louisa County Public Schools are soliciting bids for bottled carbonated soft drinks, fruit drinks, fruit juices, sports drinks, and bottled water products for resale at the Louisa County Aquatic Facility, the Betty Queen Intergenerational Center and the Schools.

b. Need

The County of Louisa and Louisa County Public Schools provide beverages at the schools and Betty Queen Intergenerational Center in vending machines and at the Louisa County Aquatic Facility.

c. Project Budget

Funds for such services are included in the Parks, Recreation and Tourism budget, under 10071320-460021 and in the School budget.

c. Invitation for Bid

On May 27, 2025, the County issued an Invitation for Bid inviting qualified contractors to submit bids for providing beverages for the County of Louisa and the Louisa County Public Schools.

II. Current Situation:

a. Proposals/Bids

One (1) bid was received by the closing date of June 23, 2025.

b. Bid Tabulation

Bids were opened and evaluated and the following bid tabulation was compiled.

Name of Firm	Total Cost (Hypothetical Scenario)
Pepsi-Cola Bottling Company of Central Virginia	\$53,560.50

c. Selected Firms

Pepsi-Cola Bottling Company of Central Virginia was selected for the contract.

d. Justification

The selected vendor was determined to be the vendor with the lowest, responsive and responsible bid.

e. Costs

The rates for Pepsi-Cola Bottling Company of Central Virginia are listed below:

	Price per Case
A. 12oz. Carbonated Soft Drink	\$10.50
B. 20oz. Carbonated Soft Drink	\$22.00
C. 20oz. Sport Drink	\$24.00
D. 10-20 oz. 100% Fruit Juice	\$16.00
E. 15-17oz. 100% Fruit Juice	\$16.00
F. 12oz. Unflavored Bottled Water	\$9.50
G. 16-17oz. Unflavored Bottled Water	\$6.75
H. 20oz. Unflavored Bottled Water	\$17.00
I. 16-20oz. Flavored Bottled Water	\$29.00

III. Recommendation

The recommendation is for the Board of Supervisors to approve and award the contract for beverages for Louisa County and Louisa County Public Schools with Pepsi-Cola Bottling Company of Central Virginia for a period of twelve months beginning August 2, 2025, and ending August 1, 2026, with the option to renew for two additional consecutive one (1) year terms.