

**REQUEST FOR INFORMATION PACKAGE
FOR
MICROWAVE DIGESTION FOR METALS ANALYSIS
FOR
THE GOVERNING BOARD OF THE
ST. JOHNS RIVER WATER MANAGEMENT DISTRICT**

REQUEST FOR INFORMATION #70365

RESPONSES DUE:

March 3, 2021

**INVITATION TO SUBMIT RESPONSES TO THE
ST. JOHNS RIVER WATER MANAGEMENT DISTRICT**

The Governing Board of the St. Johns River Water Management District (District) requests that interested parties respond to the solicitation below by March 3, 2021. Further information is available through DemandStar at *Demandstar.com* [(800) 711-1712], Vendor Registry at *Vendorregistry.com*, or the District's website at *sjrwmd.com*. Information packages may be obtained from DemandStar, Vendor Registry, or the District by contacting Leslie Fancella, Contract Specialist, at lfancella@sjrwmd.com or at (386) 643-1980.

**REQUEST FOR INFORMATION NUMBER
MICROWAVE DIGESTION FOR METALS ANALYSIS**

The District is requesting information from vendors that provide microwave digestion for metals analysis equipment. Although no financial award or purchase order will result from this RFI, the information may be used by the District to send a Quotation Request in the future with the desired specifications for equipment to perform analysis at the District's laboratory.

This is for informational purposes only; therefore, the District is under no obligation to purchase any products based on the information submitted.

Special accommodations for disabilities may be requested through Leslie Fancella at (386) 643-1980 or by calling (800) 955-8771 (TTY), at least five (5) business days before the date needed.

**REQUEST FOR INFORMATION (RFI) NUMBER
MICROWAVE DIGESTION FOR METALS ANALYSIS**

I. INTRODUCTION

The St. Johns River Water Management District (District) is issuing this RFI to interested respondents to obtain information concerning microwave digestion for metals analysis equipment. The District uses this equipment for the digestion of environmental surface and ground water samples. Sample sites can have salinities ranging from near zero up to 50 ppt. The digested samples are analyzed for 24 different metals analytes using EPA methods 200.7 and 200.8. Quality Assurance objectives are achieved through FDOH ELCP TNI 2016 and ISO/IEC 17025:2017. The District is also looking for a digestion system that may assist in the reduction of current MDLs for Metals analysis. High degrees of precision and accuracy are needed for the District's analytical data as stakeholders throughout Florida utilize our data. The District is requesting information to determine if the microwave digestion process has the potential to increase quality of data as well as efficiency and productivity for lab staff.

II. OBJECTIVES

The objective of this RFI is to gather information to determine what type of equipment and options might be available in the area of microwave digestion for metals analysis equipment. Although no financial award or purchase order will result from this RFI, the information may be used by the District to send a Quotation Request in the future with the desired specifications to perform analysis at the District's laboratory.

IV. TIME FRAMES

Responses must be received by Leslie Fancella, Contract Specialist, St. Johns River Water Management District. These responses must be submitted by email as pdf attachments to lfancella@sjrwmd.com no later than 5:00 p.m., March 3, 2021.

V. SUBMITTAL REQUIREMENTS:

In order to assist with the District's review process, the information package shall be prepared utilizing the following format **AND** must be submitted as a pdf attachment to lfancella@sjrwmd.com. The RFI #70365 must be in the subject line of the email. Each of the required sections is to begin a new page and be separately tabbed or identified. If the documents are too large to send as a pdf, please send multiple documents, or contact Leslie Fancella at lfancella@sjrwmd.com or (386) 643-1980 to determine the best approach to sending.

Respondents are encouraged to include as much pertinent data and information under each section as necessary to ensure proper evaluation of the information. The format is as follows:

- Section 1. **Title Page** – Show the Request for Information subject, the name of your company, address, telephone number, email address, name of contact person, and the date.
- Section 2. **Marketing Documents** – Provide brochures and promotional materials.
- Section 3 **Product Overview** – Provide a brief description of the benefits of your particular equipment and the options that would be provided.

VI. INQUIRIES

Every request for a written interpretation or correction must be received at least nine days prior to opening of Submittals in order to be considered. Requests may be submitted by email at lfancella@sjrwmd.com. Interpretations, corrections, and supplemental instructions will be communicated by written addenda to this solicitation posted by DemandStar and Vendor Registry to all prospective Respondents (at the respective addresses furnished for such purposes) no later than five days before the opening of Submittals.

Further questions regarding this RFI shall be directed to Leslie Fancella, Contract Specialist, lfancella@sjrwmd.com or (386) 643-1980.