



St. Johns River Water Management District

Ann B. Shortelle, Ph.D., Executive Director

4049 Reid Street • P.O. Box 1429 • Palatka, FL 32178-1429 • (386) 329-4500
On the Internet at www.sjrwmd.com.

October 14, 2019

Interested Firms

Re: Quote Request 34886, Data Loggers, Radios and Modems

The St. Johns River Water Management District (District) desires to purchase data loggers, radios and modems to support the District's data collection and telemetry systems. Please review **Exhibit 1 – Background/Information for Quote Request** and **Exhibit 2 – Unit Price list**, which includes all the items the District desires to purchase.

If you are interested in submitting a quote, please submit the completed Exhibit 2 – Quote Request 34886 (2 pages). There must be a quote for all items. Also, please confirm your understanding of this Quote Request and your firms' capability to provide the items described by completing and signing Page 2 of Exhibit 2. The two pages must be submitted in PDF format, by **October 29, 2019, 4:00 p.m.** Please submit Exhibit 2 as an attachment to Carol Taylor Miller at cmiller@sjrwmd.com using **Quote 34886** in the subject line. The quotation shall include the Unit Price for **all** equipment listed and the Total cost of the units. **The unit prices provided will be firm through September 30, 2020.**

The District anticipates issuing a Blanket Purchase Order(s) to the supplier who provides the lowest **Total Cost of All Items** listed in Exhibit 2 – Quote Request 34886. The District will order the equipment on an as needed basis and makes no guarantee of the amount to be purchased.

If you need assistance or have any questions about submitting your quote, please email or call Carol Taylor Miller at cmiller@sjrwmd.com or 386-329-4170, respectively. Between the release of this quote request and the posting of the notice of intended decision, Respondents to this quote request or persons acting on their behalf may not contact any employee or officer of the District concerning any aspect of this solicitation, except the procurement employee listed above. Violation of this provision is grounds for rejecting a response.

A copy of the package is also available in Microsoft Word® form to assist you with your submittal.

This letter is forwarded to you as an offer to provide a quotation based on the information and requirements provided herein.

The District is a political subdivision of the state of Florida, whose boundaries cover all or portions of 18 counties, and is tax exempt (Tax ID No. 85-8012643710C-3; expires March 31, 2023). Respondent shall provide an estimate of all applicable taxes and fees in its quote, including a list of taxes and fees that fall under the District's exemption.

1. Opening of Quotes

- A. The Florida Public Records Act, §119.071(1)(b), Fla. Stat., exempts sealed quotes from inspection and copying until such time as the District provides notice of an intended decision pursuant to §120.57(3)(a), Fla. Stat., or until 30 days after opening of quotes, whichever is earlier. This exemption is not waived by the public opening of quotes.

- B. Unless otherwise exempt, Respondent's quote is a public record that is subject to disclosure upon expiration of the above exemption. If any information submitted with the Quote is a trade secret as defined in §812.081, Fla. Stat., and exempt from disclosure pursuant to §815.04, Fla. Stat., Respondent must clearly identify any such material as "CONFIDENTIAL TRADE SECRET" in its submittal and explain the basis for such exemption. The District reserves the right, in its sole judgment and discretion, to reject a submittal for excessive or unwarranted assertion of trade secret confidentiality and return the submittal to Respondent.
- C. Respondents shall bear all costs associated with preparing and submitting responses to this Quote Request. The District will, in no way, be responsible for these costs, regardless of the conduct or outcome.

2. Inquiries and Addenda

- A. District staff are not authorized to orally interpret the meaning of the Quote Request package, or correct any apparent ambiguity, inconsistency, or error therein. In order to be binding upon the District, the interpretation or correction must be given by the Procurement Specialist and must be in writing. The Procurement Specialist may orally explain the District's procedures and assist Respondents in referring to any applicable provision in the Quote Request documents, but the Respondent is ultimately responsible for submitting the quote in the appropriate form and in accordance with written procedures.
- B. Every request for a written interpretation or correction must be received at least nine days prior to opening of quotes in order to be considered. Requests must be submitted by email to cmiller@sjrwm.com. Interpretations, corrections, and supplemental instructions will be communicated by written addenda to this solicitation posted by Onvia DemandStar to all prospective Respondents (at the respective addresses furnished for such purposes) not later than five days prior to the date fixed for the Quote Request opening.
- C. Submission of a quote constitutes acknowledgment of receipt of all addenda. Quotes will be construed as though all addenda had been received. Failure of the Respondent to receive any addenda does not relieve Respondent from any and all obligations under the quote, as submitted. All addenda become part of the Agreement.

3. Award Procedures

- A. Section 286.0113, Fla. Stat., exempts from being open to the public, any portion of a meeting at which: (1) a negotiation with a Respondent is conducted pursuant to a competitive solicitation; (2) a Respondent makes an oral presentation as part of a competitive solicitation; (3) a Respondent answers questions as part of a competitive solicitation; or (4) negotiation strategies are discussed. Also, recordings of, and any records presented at, the exempt meeting are exempt from §119.07(1) and §24(a), Art. I of the State Constitution (Public Records) until such time as the District provides notice of an intended decision or until 30 days after opening the Quotes or final replies, whichever occurs earlier. A complete recording shall be made of any portion of an exempt meeting. No portion of the exempt meeting may be held off the record.
- B. Pursuant to §286.0113 Fla. Stat., if the District rejects all quotes and concurrently provides notice of its intent to reissue the competitive solicitation, the recording and any records presented at any exempt meeting shall remain exempt from §119.07(1) and §24(a), Art. I of the State Constitution (Public Records) until such time as the District provides notice of an intended decision concerning the reissued competitive solicitation or until the District withdraws the reissued competitive solicitation. A recording and any records presented at an exempt meeting are not exempt for longer than 12 months after the initial District notice rejecting all quotes.
- C. The District will examine the quotes to determine completeness. Obvious mismatches with regard to technical or commercial requirements will be rejected at this time.
- D. If two or more quotes are equal in all respects, the Agreement will be awarded as follows: (1) to the Respondent that certifies compliance with §287.087, Fla. Stat., via the Drug-Free Workplace Form; or (2) by lot.

- E. In the event the Successful Respondent(s) fail to enter into the Agreement or the Agreement with said Respondent is terminated within 90 days of the effective date, the District reserves the right to negotiate with the other respondents in ranked order, if available, and award an Agreement.
- F. All Respondents will be notified of the District's intent to award or decision to award the Agreement. For the purpose of filing a protest under §120.57(3), Fla. Stat., the time period will commence as provided in "Notices and Services Thereof."

4. Disqualification of Respondents

Any of the following causes will be considered as sufficient grounds for disqualification of a Respondent and rejection of the Quote:

- A. Contacting a District employee or officer other than Carol Taylor Miller, the procurement specialist assigned to this solicitation action, about any aspect of this Quote Request before the notice of intended decision is posted.
- B. Submission of more than one quote response for the same subject matter by an individual, firm, partnership, or corporation under the same or different names;
- C. Evidence of collusion among Respondents;
- D. Submission of materially false information with the Quote;
- E. Information gained through checking of references or other sources which indicates that Respondent may not successfully perform the Work;
- F. Respondent is failing to adequately perform on any existing contract with the District;
- G. Respondent has defaulted on a previous contract with the District;
- H. The evidence submitted by Respondent, or the District's investigation of Respondent, fails to satisfy the District that Respondent is properly qualified to carry out the obligations of the Agreement in a manner acceptable to the District and within the time period specified;
- I. Any other cause that is sufficient to raise doubt regarding the ability of a Respondent to perform the Work in a manner that meets the District's objectives for the Work.

5. Rejection of Quote

- A. Quotes must be emailed to the specified location and received during the time specified on page 1 in order to be considered timely. Untimely quotes will not be considered. Quotes will be considered irregular and may be rejected if they show material omissions, alterations of form, additions not called for, conditions, limitations, unauthorized alternate quotes, or other material irregularities. The District may consider incomplete any quote not prepared and submitted in accordance with the provisions specified herein, and reserves the right to waive any minor deviations or irregularities in an otherwise valid Quote.
- B. The District also reserves the right to reject any and all quotes when it determines, in its sole judgment and discretion that, it is not in its best interest to award the agreement.

6. Diversity

The District is committed to the opportunity for diversity in the award and performance of all procurement activities. The District encourages its primary respondents to make a good faith effort to ensure that women and minority-owned business enterprises (W/MBE) are given the opportunity for maximum participation as second and lower tier participants. The District will assist Respondents by sharing information on W/MBEs to encourage their participation.

7. Public Entity Crimes/Discriminatory Vendors

In accordance with §287.133 and §287.134, Fla. Stat., a person or affiliate who has been placed on the convicted or discriminatory vendor lists following a conviction for a public entity crime or placement on the discriminatory vendor list may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded

or perform work as a contractor, supplier, subcontractor, or Contractor under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in §287.017 for CATEGORY TWO (\$35,000) for a period of 36 months following the date of being placed on the convicted or discriminatory vendor lists.

8. Notices and Services Thereof

- A. The District will publish notice of specifications and criteria, including addenda, intended agency decisions, or other matters pertinent to this solicitation on Onvia DemandStar at *DemandStar.com*. Onvia DemandStar may also be accessed through the District's website at *sjrwm.com*. In addition, the District will post notices of intended agency decisions at the District's headquarters, 4049 Reid Street, Palatka, Florida, Administration Building, Procurement Bulletin Board, on the date the publication is posted on Onvia DemandStar.
- B. Notices that are posted on Onvia DemandStar are deemed received at 8:00 a.m. on the next business day following the date posted. Notices that are posted at the District's Procurement Bulletin Board are deemed received at 8:00 a.m. on the next business day following the date of posting. Notices will be posted for a minimum of 72 hours following the time at which they are deemed received. The time period for filing a Notice of Protest pursuant to §120.57(3), Fla. Stat., and Rule 28-110.003, Fla. Admin. Code, commences at the time notices are deemed received.
- C. As a courtesy to Respondents, the District may send copies of the notices of intended agency decisions via email or facsimile to the address or phone number provided by Respondent. These courtesy communications neither constitute official notice nor vary the times of receipt set forth above.

9. Protest Procedures

- A. Pursuant to §120.57(3), Fla. Stat., and Rule 28-110.003, Fla. Admin. Code, any person adversely affected by the procurement methodology described herein, or the specifications or criteria, including addenda, must file a Notice of Protest within 72 hours after receipt of the solicitation documents or addenda.
- B. Pursuant to §120.57(3), Fla. Stat., and Rule 28-110.003, Fla. Admin. Code, any person adversely affected by a District decision or intended decision to award a contract, or to reject all responses must file a Notice of Protest within 72 hours after receipt of the decision or intended decision. Pursuant to §287.042(2)(c), Fla. Stat., any person who files an action protesting the decision or intended decision must post with the District Clerk at the time of filing the formal written protest a bond, cashier's check, or money order made payable to the St. Johns River Water Management District in an amount equal to one percent of the District's estimated contract amount.
- C. Pursuant to §120.57(3), Fla. Stat., and Rule 28-110.004, Fla. Admin. Code, the protester must also file with the District Clerk a Formal Written Protest within ten days after the date the Notice of Protest is filed with the District. The Formal Written Protest must state with particularity the facts and law upon which the protest is based.
- D. No additional time will be added for mailing. All filings must comply with Rule 28-106.104, Fla. Admin. Code, and must be addressed to and received by the District Clerk at the District Headquarters in Palatka, Florida within the prescribed time periods. The District will not accept as filed any electronically transmitted facsimile pleadings, petitions, Notice of Protest or other documents. Failure to file a protest within the time prescribed in §120.57(3), Fla. Stat., or failure to post the bond or other security required by law within the time allowed for filing a bond will constitute a waiver of proceedings under chapter 120, Fla. Stat. Mediation under §120.573, Fla. Stat., is not available.

**EXHIBIT 1 - BACKGROUND/INFORMATION
DATA LOGGERS, RADIOS AND MODEMS**

Data loggers, equipment enclosures, radios and modems are needed to support the District's data collection and telemetry systems. Campbell Scientific, Inc., has been developing and producing these instruments for more than 40 years. The Campbell product has been integrated into the Bureau of Water Resource Information's (WRI's) monitoring program and has proven to be highly reliable and an asset to the program. WRI has approximately 1,000 units deployed in the field. If the District used other data loggers from different sources, inefficiencies would result with regard to increased field staff time and additional training related to data collection and modification of existing data processing routines; there would be a need to develop an alternate, non-standard, hardware interface for use in the field; and there would be a potential for decreased data quality.

The District anticipates issuing a Blanket Purchase Order to the supplier who provides the lowest total cost of the items in Exhibit 2 – Unit Price List. The District will order the equipment on an as needed basis and makes no guarantee of the amount to be purchased. The Unit Prices provided will be firm through September 30, 2020.

Please provide the unit price for each item listed in Exhibit 2 - Unit Price List. Part numbers are provided for informational purposes only. We understand suppliers may not all use the same part numbers. The description of the items is also in the Unit Price List.

**EXHIBIT 2 – UNIT PRICE LIST
DATA LOGGERS, RADIOS AND MODEMS**

Please enter the Unit Price for each item. Total the prices for all items at the end of the list in the area designated TOTAL COST OF ALL ITEMS.

Campbell Scientific Model/Part Number	Equipment Description	Unit Price
CR300-RF407	CR300 Datalogger	
CR310-RF407	CR310 Datalogger with Ethernet	
CR1000X	CR1000X Measurement and Control Data Logger	
CR206X	CR206X Datalogger with 900MHz Spread Spectrum Radio	
RF401	RF401 900 MHz Spread Spectrum Radio	
RF450	RF450 900 MHz 1W Spread Spectrum Radio	
RF500M-ST-SW-PB-J1	RF500M Radio Modem	
CR1000KD	Keyboard/Display for CR1000 or CR800	
SC32B	SC32B Optically Isolated RS-232 Interface	
SC532A	SC532A CS I/O Peripheral to RS-232 Interface	
14291	Field Power Cable 12Vdc Plug to Pigtail, 2 ft	
14394	Cellular Modem Mounting Kit	
18663	Null Model Cable 9-Pin Male to Male, 1 ft	
HC2S3-L20	Rotronic HygroClip2 Temp/RH Probe, 20 ft Cable	
27755	HC2S3 Replacement Teflon Filter	
41003-5	RM Young 10-Plate Gill Solar Radiation Shield	
CS11-L25	CR Magnetics Current Transformer, 25ft Cable	
109SS-25-PT	109SS Stainless Steel Water Temp Probe, 25 ft Cable	
TOTAL COST OF ALL ITEMS		

**EXHIBIT 2 - QUOTE REQUEST 34886
DATA LOGGERS, RADIOS AND MODEMS
Continued**

TOTAL COST OF ALL ITEMS IN WRITING

I HEREBY ACKNOWLEDGE, as Respondent's authorized representative, that I have fully read and understand all terms and conditions as set forth in this quote request and upon award of such quote, shall fully comply with such terms and conditions.

Date

Respondent (firm name)

Address

E-mail address

Signature

Telephone number

Typed name and title

(This form to be included with quote submittal)