



PLATTE RIVER RECOVERY IMPLEMENTATION PROGRAM INVITATION FOR BID

SUBJECT: Telemetry system for hydrologic monitoring equipment, installation, maintenance, and training

BID NUMBER: IFB P13-001

INVITATION DATE: June 5, 2013

PRE-BID MEETING: June 19, 2013

CLOSING DATE: June 27, 2013

POINT OF CONTACT: Scott Griebeling
Headwaters Corporation
2727 Bryant St., Suite 210
Denver, CO, 80211
(720) 524-6115
grieblings@headwaterscorp.com

I. OVERVIEW

This document is written with the sole purpose of soliciting bids for the purchase and installation of a telemetry system for hydrologic monitoring equipment, maintenance of the telemetry equipment, and operational training for the telemetry equipment, to be used by the Platte River Recovery Implementation Program (Program). This Invitation for Bid (IFB) is comprised of six (6) pages. The bid form is comprised of ten (10) pages. **Offers must be submitted on the enclosed Bid Form.**

The Contract for this work will be made and entered into by and between the Nebraska Community Foundation, Inc. (“Foundation”) of Lincoln, Nebraska, representing all signatories to the Platte River Recovery Implementation Program (“Program”).

All work for the Program is conditioned upon the availability of funds and continuation of the Platte River Recovery Implementation Program. If funds are not allocated and available for the continuance of the services performed by the Consultant, the contract may be terminated by the Program.

II. SCOPE

The Platte River Recovery Implementation Program desires to purchase and install telemetry systems to wirelessly transmit data to the internet for hydrologic monitoring equipment. The existing hydrologic monitoring equipment is installed on two sites along the Platte River in Nebraska, shown in **Figure 1**. Site I (the Fox Site) is located in Buffalo County near Kearney, Nebraska, and Site II (the Binfield Site) is located in Hall County near Wood River, Nebraska. The GPS coordinates of the approximate center of the two sites are:

- Site I, Fox: Latitude 40.669870 degrees, Longitude -98.984748 degrees.
- Site II, Binfield: Latitude 40.759462 degrees, Longitude -98.531707 degrees.

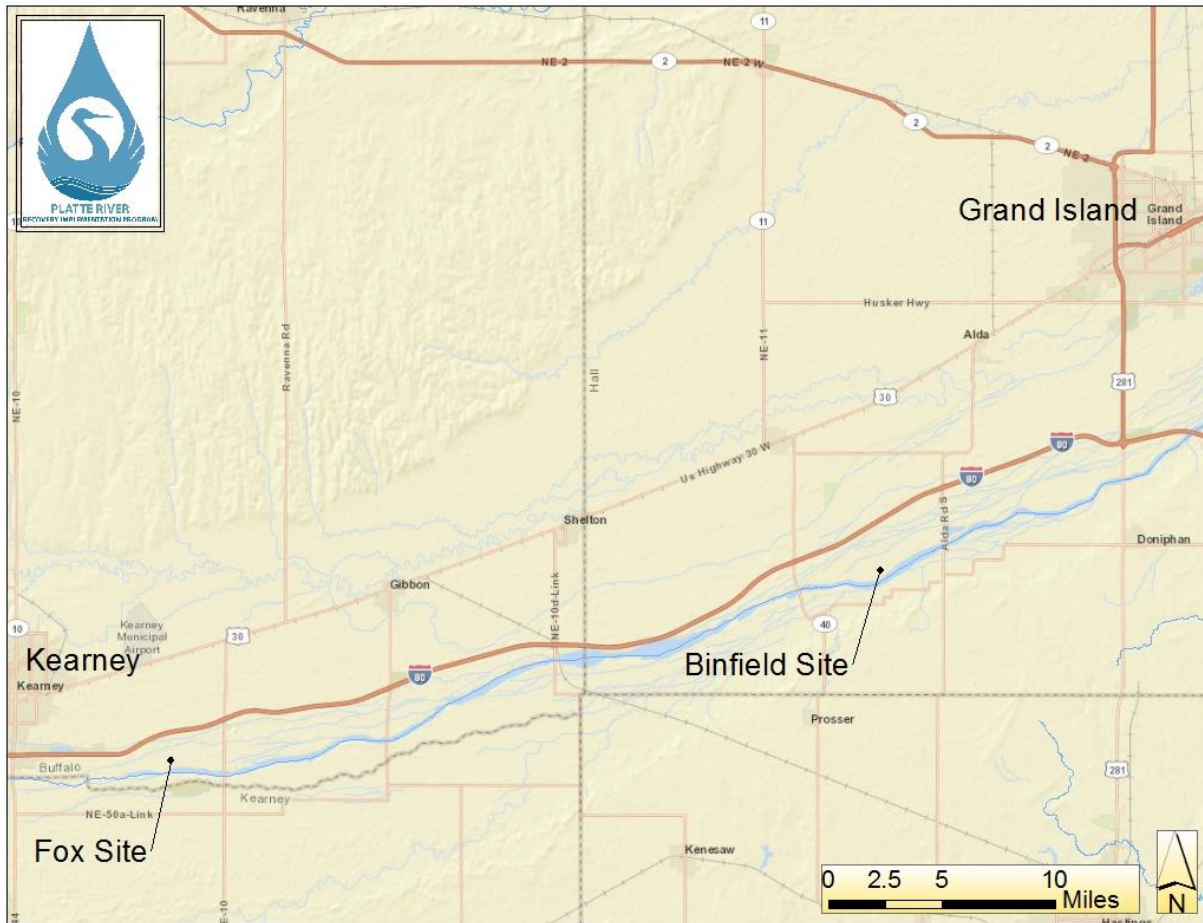


Figure 1. Site location map

This solicitation also includes annual maintenance and on-call technical support as well as a two-day training of Program staff on system operations, equipment maintenance, and common equipment failure troubleshooting. The PRRIP will develop an indefinite delivery/indefinite quantity service contract specifying a time and materials not to exceed amount with the successful bidder to cover these items. The contract will be renewed annually as needed.

III. BIDDING INSTRUCTIONS

Preparation of Bid: Each bid must be legible and signed. Prices are to be entered in spaces provided on the bid sheet. Computations and totals shall be indicated where required. In case of error in computations or totals, the unit price shall govern.

Signature of Bids: Each bid shall give the complete mailing address of the bidder and be signed by an authorized representative by original signature with his or her name and legal title typed or printed below the signature line.

Addenda: All bidders shall acknowledge receipt of any addenda to a Bid Invitation. Failure to acknowledge receipt of any addenda may render the bid non-responsive. Changes to an Invitation for Bid shall be made solely by a written addendum issued by the Program and posted on the Program website (www.platteriverprogram.org)

Bid Submittal: Bids can be scanned and emailed to grieblings@headwaterscorp.com or delivered to the following address:

**Headwaters Corporation
Attn.: Scott Griebling
2727 Bryant St., Suite 210
Denver, CO, 80211**

Bids must be submitted on the enclosed bid sheets.

Closing Date for Bids: All bids shall be received promptly by **5:00 P.M.** Central Time on **June 27, 2013**. Bids received after the closing date will not receive consideration.

Withdrawal of Bids: A bid may be withdrawn on written request from the bidder to the Executive Director prior to the closing date to the address below:

Jerry F. Kenny, Ph.D.
Headwaters Corporation
4111 4th Avenue, Suite 6
Kearney, NE 68845

Or by email at kennyj@headwaterscorp.com

Bid Inquiries: Questions regarding the information contained in this RFP should be submitted in writing to Scott Griebling at grieblings@headwaterscorp.com. A list of compiled Consultant questions and responses will be maintained on the Program website (www.PlatteRiverProgram.org) in the same location as this IFB solicitation.

Pre-Bid Meeting: A mandatory pre-bid meeting of interested parties will be held on June 19, 2013 from 8:30 a.m. to approximately 12:30 p.m. Central Time at the two sites for the purpose of familiarizing the respondents with the work scope and requirements included herein before submitting a bid. Bidders must arrive on time for the site showing and must remain until such time that the site showing is completed. **Bids received from bidders who did not attend the site showing will not be accepted.**

Please email Scott Griebeling (grieblings@headwaterscorp.com) for the meeting and site visit information along with a list of people from your party expected to join in the pre-bid meeting and site visit by 4:00 p.m. Central Time on June 12, 2013.

Bid Disclosure: At the time of closing, bid prices shall be made public information. Bid tabulations will be available on the Program website (www.PlatteRiverProgram.org). The low bidder shall not be construed as meeting all specifications set out in the Invitation at the bid disclosure.

IFB Schedule: The following table represents the IFB schedule:

Description	Date	Time (Central)
Issue IFB	June 5, 2013	NA
Pre-bid meeting/site visit	June 19, 2013	8:30 AM
Last day for respondents to submit questions regarding the IFB	June 21, 2013	4:00 PM
Bid submittals due from respondents	June 27, 2013	4:00 PM
Evaluation of bids	June 28, 2013 thru July 5, 2013	
Award of work	On or before July 8, 2013	
Start of work	Approximately July 22, 2013	
Completion of work	Approximately September 30, 2013	

Descriptive Literature/Data Sheet: To assist in the evaluation process, all bidders must complete and **return with their offers the attached minimum bid specifications checklist, including Item 5: Description of Telemetry Systems as an attachment, and bidder resume form.**

Specifications: The minimum bid specifications are intended to define the level of quality and performance of the requested equipment and services. Please indicate any deviations from these specifications in your offer. Material variances from the bid specifications may result in rejection of offer. **The specifications checklist must be returned with the signed bid sheets or your offer will be considered non-responsive.**

Resume of Similar Projects: The bidder must include a short resume of similar projects in the attached bidder resume form. **The bidder resume form must be returned with the signed bid sheets or your offer will be considered non-responsive.**

Bid Submittal Packet: The table below lists the documents required for the bid submittal:

Document	Required	Enclosed
Bid Sheet	Yes	Yes
Minimum Bid Specifications Checklist	Yes	Yes
Description of Telemetry Systems (Item 5 from the Minimum Bid Specifications Checklist)	Yes	No
Bidder Resume Form	Yes	Yes

IV. TERMS AND CONDITIONS

Reservations: The Program reserves the right to cancel this Invitation for Bid at any time and for any reason. The Program also reserves the right to reject any or all offers, to accept any item or items in an offer, and to waive any informality or immaterial defect in offers.

Award: Bids will be analyzed and the award made to the lowest responsive bidder whose offer conforms to the solicitation, and is considered the most advantageous to the Program. The Program will issue a purchase order as its notification of award to the successful bidder.

Pricing: Prices quoted must remain firm for period of (90) days from Response Due date. Prices quoted are to be the full purchase price to the Program including charges of every kind and nature.

Payment: The Program pays invoices through the Nebraska Community Foundation. Invoice payment typically takes between three and four weeks.

Equivalent Items: Whenever a material, article or piece of equipment is identified in the specifications by reference to a manufacturer's or bidder's name, trade name, catalogs or model number, etc., it is intended to establish a standard, unless otherwise specifically stated. Any material, article or equipment of other manufacturers or bidders shall perform to the standard of the item specified. Equivalent bids must be accompanied by sufficient descriptive literature and specifications to provide for detailed comparison. Samples or demonstrations, if required, will be furnished at no expense to the Program.

Alternates: Alternate offers on items comparable to the material, article or pieces of equipment listed in this Invitation for Bid are invited. Bidders should indicate clearly any deviation from the specifications of this solicitation. The Program is under no obligation to consider or accept such offers.

New Goods: Unless otherwise specified, all materials, supplies, articles or equipment offered by bidder must be new, unused and be the best of their respective kinds, free from defects in material or workmanship.

Default on Delivery: If the supplier refuses or fails to make deliveries of the materials, supplies, articles or equipment as defined in this solicitation or on our purchase order, the Program may terminate the right of the supplier to proceed with the transaction. A bidder who defaults on delivery may be barred from bidding on any subsequent Solicitation for a period to be determined.

Industry Standards: Items must be furnished and performed in accordance with the best-established practice and standards recognized by the contracted industry and comply with all codes, regulations and governmental directives.

Responsibility of Dealers and Manufacturers: The responsibility for compliance with all the attached specifications rest entirely with the bidder.

Service Manuals/Warranty: Successful bidders shall furnish service data information to include: operation manuals, preventive maintenance schedules, and warranty information as applicable for all equipment.



**INVITATION FOR BID P13-001
BID FORM PAGE #1**

BID FORM SIGNATURE SHEET

Items: Telemetry system equipment, installation, maintenance, and training

We submit an offer to furnish requirements during the contract period in accordance with all terms, conditions, provisions and specifications as defined in the Invitation for Bid P13-001. **The signature below signifies that I (we) do not have any substantial conflict of interest sufficient to influence the bidding process on this bid. A conflict of substantial interest is one that a reasonable person would think would compromise the open competitive bid process.**

Addenda: The undersigned acknowledges receipt of the following addenda (if any):

1(____) #2(____) #3(____) #4(____) None (____)

Legal Name of Firm or Corporation:

Address:

City, State & Zip Code:

Federal ID #:

Telephone (800)

Local

Fax

E-Mail

Authorized Signature

Date

Printed Signature

Title

Must Be Included with Bid Sheets

INVITATION FOR BID P13-001
BID FORM PAGE #2

MINIMUM BID SPECIFICATIONS CHECKLIST

Items: Telemetry system equipment, installation, maintenance, and training

It is the intent of these specifications to describe the following items:

<i>ITEM #</i>	<i>ITEM</i>
1	TELEMETRY SYSTEMS
2	TELEMETRY EQUIPMENT MAINTENANCE
3	TELEMETRY EQUIPMENT TRAINING

These specifications describe and state minimum requirements. The following are intended as guidelines; all equivalent or comparable units and services will be considered.

All bidders must fill in all blanks: **YES** if meeting or exceeding specifications and **NO** if exceptions are taken. Any exceptions taken must be explained.

INVITATION FOR BID P13-001

BID FORM PAGE #3

MINIMUM BID SPECIFICATIONS CHECKLIST CONTINUED

	<u>ITEM</u>	<u>YES</u>	<u>NO*</u>	<u>EXPLANATION</u>
1.	TELEMETRY SYSTEMS			
A.	Fox site telemetry system			
i.	Telemetry system is compatible with In-Situ Level Troll 500 5PSIG instruments.	_____	_____	_____
ii.	Telemetry system is capable of wirelessly collecting data from 18 instruments with 3 parameters each, for a total of 54 parameters.	_____	_____	_____
iii.	Telemetry system is capable of transmitting data to the internet every 4 hours.	_____	_____	_____
iv.	Telemetry system is solar powered or battery powered.	_____	_____	_____
v.	If battery powered, telemetry system batteries have a minimum lifespan of 2 months.	_____	_____	_____
B.	Binfield site telemetry system			
i.	Telemetry system is compatible with In-Situ Level Troll 500 5PSIG instruments.	_____	_____	_____
ii.	Telemetry system is capable of wirelessly collecting data from 18 instruments with 3 parameters each, for a total of 54 parameters.	_____	_____	_____
iii.	Telemetry system is capable of transmitting data to the internet every 4 hours.	_____	_____	_____
iv.	Telemetry system is solar powered or battery powered.	_____	_____	_____
v.	If battery powered, telemetry system batteries have a minimum lifespan of 2 months.	_____	_____	_____
C.	Web-based data access portal			
i.	Web-based data access portal is capable of handling multiple users.	_____	_____	_____
ii.	Web-based data access portal is capable of providing users access to real-time data.	_____	_____	_____
iii.	Web-based data access portal is capable of providing users access to archived data.	_____	_____	_____

**If No, provide explanation of differences*

INVITATION FOR BID P13-001
BID FORM PAGE #4

MINIMUM BID SPECIFICATIONS CHECKLIST CONTINUED

<u>ITEM</u>		<u>YES</u>	<u>NO*</u>	<u>EXPLANATION</u>
2. TELEMETRY EQUIPMENT MAINTENANCE				
A. Scheduled equipment maintenance				
i.	Annual maintenance schedule included in bid.	_____	_____	_____
ii.	All travel costs to Nebraska sites associated with scheduled maintenance included in bid.	_____	_____	_____
B. On-call field technical support				
i.	Hourly billing rate for non-scheduled maintenance visits included in bid.	_____	_____	_____
ii.	All travel costs to Nebraska sites associated with on-call field maintenance included in hourly on-call field technical support billing rate.	_____	_____	_____
C. On-call remote technical support				
i.	Hourly billing rate for on-call remote technical assistance included in bid.	_____	_____	_____
3. TELEMETRY EQUIPMENT TRAINING				
A.	Telemetry equipment training bid includes 16 hours of training over two days for 3 Program staff in Kearney, Nebraska and the two Nebraska sites.	_____	_____	_____
B.	Telemetry equipment training covers operation of all installed equipment.	_____	_____	_____
C.	Telemetry equipment training covers troubleshooting typical equipment failures.	_____	_____	_____
D.	Telemetry equipment training covers basic maintenance on all installed equipment.	_____	_____	_____

**If No, provide explanation of differences*

INVITATION FOR BID P13-001
BID FORM PAGE #5

MINIMUM BID SPECIFICATIONS CHECKLIST CONTINUED

4. OTHER GENERAL SPECIFICATIONS

- A.** Standard equipment not mentioned is to be included.
- B.** Equipment other than new, unless specified, will not meet specifications.
- C.** Include one copy of all service manuals and equipment documentation.

5. DESCRIPTION OF TELEMETRY SYSTEMS

- A.** Include specific details of the proposed telemetry system and a cost for each component as an attachment to this Minimum Bid Specifications Checklist.
- B.** Include specific details of the telemetry system's power source as an attachment to this Minimum Bid Specifications Checklist.
- C.** Indicate if any component or the telemetry system will not be owned by the Program and the terms associated with any rental equipment as an attachment to this Minimum Bid Specifications Checklist.

INVITATION FOR BID P13-001
BID FORM PAGE #6

BIDDER RESUME FORM

Please provide information on previous projects of a similar nature in the table below.

Client	Location	Magnitude/Description	Reference
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<hr/>	<hr/>	<hr/>	<hr/>

INVITATION FOR BID P13-001
BID FORM PAGE #7

BID SHEET PAGE 1

All offers must be submitted on this Bid Sheet for IFB P13-001. Please include with your offers the following documents:

- **Specification Checklist**
 - **Including Item 5: Description of Telemetry systems as an attachment**
- **Bidder resume form**
- **Signature sheet**

We, the undersigned, propose to furnish the items and services listed below and guarantee that if we are awarded the bid, we will furnish the goods and services in accordance with the attached specifications. ***This form may be copied if you wish to bid alternate model equipment.***

YOU MUST SPECIFY THE EXACT EQUIPMENT BEING BID

INVITATION FOR BID P13-001

BID FORM PAGE #8

BID SHEET PAGE 2

Description		Quantity	Unit	Unit price	Total
1. TELEMETRY SYSTEMS					
A.	Fox site telemetry system			\$	
i.	Telemetry system*			\$	\$
ii.	Installation of telemetry system*			\$	\$
B.	Binfield site telemetry system			\$	
i.	Telemetry system*			\$	\$
ii.	Installation of telemetry system*			\$	\$
C.	Data plan activation fee (if applicable)			\$	
i.	Fox site data plan activation fee			\$	\$
ii.	Binfield site data plan activation fee			\$	\$
C.	Data plan monthly service fee (if applicable)			\$	
i.	Fox site data plan monthly service fee			\$	\$
ii.	Binfield site data plan monthly service fee			\$	\$
C.	Web-based data access portal			\$	\$
TELEMETRY SYSTEMS TOTAL BID PRICE:					\$
2. EQUIPMENT MAINTENANCE					
A.	Scheduled equipment maintenance (annual cost)			\$	\$
B.	On-call field technical support (hourly rate)			\$	\$
C.	On-call remote technical support (hourly rate)			\$	\$
EQUIPMENT MAINTENANCE TOTAL BID PRICE:					\$
3. SYSTEMS OPERATIONS TRAINING					
SYSTEMS OPERATIONS TRAINING TOTAL BID PRICE:					\$

*Include specific details of proposed system and costs for each component in a separate document included with this bid

INVITATION FOR BID P13-001

BID FORM PAGE #9

BID SHEET PAGE 3

SUMMARY OF BID ITEMS:	
1. TELEMETRY SYSTEMS	\$
2. EQUIPMENT MAINTENANCE	\$
3. SYSTEMS OPERATIONS TRAINING	\$
TOTAL BID PRICE:	\$

Pricing is to be the full purchase price to the Program and should include charges of every kind and nature.

ESTIMATED INSTALLATION DATES OF TELEMETRY
EQUIPMENT:_____

ESTIMATED DATES OF TELEMETRY SYSTEM OPERATIONS
TRAINING:_____

Bid Exceptions or Additional Accessories:_____

INVITATION FOR BID P13-001
BID FORM PAGE #10

BID SHEET PAGE 4

BID PRICE IS GUARANTEED FOR NINETY (90) DAYS AFTER BEING OPENED
BY THE PLATTE RIVER RECOVERY IMPLEMENTATION PROGRAM

BIDDER:

AUTHORIZED SIGNATURE:

DATE:

PRINTED NAME:

TITLE:
