



**Solicitation Information
23 May 11**

LOI # 7448710

TITLE: Data Logger for Vaccine Temperature Monitoring (ARRA Funds)

Submission Deadline: 23 June 11 @ 11:00 AM (EDT)

Questions concerning this solicitation must be received by the Division of Purchases at questions@purchasing.ri.gov no later than **8 June 11 at 12:00 Noon (Eastern Time)**. Questions should be submitted in a *Microsoft Word attachment*. Please reference the RFP# on all correspondence. Questions received, if any, will be posted on the Internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

SURETY REQUIRED: No

BOND REQUIRED: No

Jerome D. Moynihan, C.P.M., CPPO
Assistant Director for Special Projects

Applicants must register on-line at the State Purchasing Website at www.purchasing.ri.gov

Note to Applicants:

Offers received without the entire completed three-page RIVP Generated Bidder Certification Form attached may result in disqualification.

THIS PAGE IS NOT A BIDDER CERTIFICATION FORM

The Rhode Island Department of Administration, Division of Purchases, on behalf of the State of Rhode Island, Department of Health (HEALTH), requests Letters of Interest (LOI) from qualified individuals and agencies to provide wireless DataNet® Temperature Monitoring Data Logger systems in accordance with the terms of this notification.

This solicitation, and any contract award (s) is governed by the State's General Conditions of Purchase (available at WWW.Purchasing.ri.gov)

BACKGROUND AND PURPOSE:

The goal of this LOI is to provide for the purchase and programming of wireless data logger temperature monitoring systems of vaccine storage units for public and private providers and healthcare facilities.

HEALTH, in turn, is responsible for enrolling public and private providers and healthcare facilities in the program and for deciding how many storage units will need to be monitored per facility.

The purpose of this LOI is to award a contract to one or more vendors, as it sees fit, who will provide wireless DataNet® Temperature Monitoring Data Logger systems for monitoring publicly funded vaccines to public and private providers and healthcare facilities in Rhode Island that are party to this solicitation. The wireless DataNet® Temperature Monitoring Data Logger system has been tested and approved by HEALTH and therefore shall be the only device eligible for product submission.

NOTIFICATIONS TO OFFERORS:

Potential offerors are advised to review all sections of this solicitation carefully and to follow instructions completely, as failure to make a complete submission as described elsewhere herein may result in rejection of the proposal.

Alternative approaches and/or methodologies to accomplish the desired or intended results of this procurement are solicited. However, proposals which depart from or materially alter the terms, requirements, or scope of work defined by this Request will be rejected as being non-responsive.

All costs associated with developing or submitting a proposal in response to this Request, or to provide oral or written clarification of its content shall be borne by the offeror. The State assumes no responsibility for these costs.

All pricing submitted will be considered to be firm and fixed unless otherwise indicated herein.

Proposals are considered irrevocable for a period of not less than sixty (60) days following the opening date, and may not be withdrawn, except with the express written permission of the State Purchasing Agent.

Proposals misdirected to other State locations or those not present in the Division of Purchases at the time of opening for any cause will be determined to be late and will not be considered.

In accordance with Title 7, Chapter 1.1 of the General Laws of Rhode Island, no foreign corporation, a corporation without a Rhode Island business address, shall have the right to transact business in the state until it shall have procured a Certificate of Authority to do so from the Rhode Island Secretary of State (401-222-3040). This is a requirement only of the successful applicant.

It is intended that an award pursuant to this Request will be made to a prime contractor who will assume responsibility for all aspects of the work. Joint venture and cooperative proposals will not

be considered, but subcontracts are permitted, if their use is clearly indicated in the offeror's proposal, and the proposed subcontractor(s) are identified in the proposal.

Bidders are advised that all materials submitted to the State of Rhode Island for consideration in response to this Letter of Interest will be considered to be public records, as defined in Title 38 Chapter 2 of the Rhode Island General Laws, without exception, and will be released for inspection immediately upon request, once an award has been made.

The State of Rhode Island has a goal of 10% participation by Minority Business Enterprises in all State procurements. For further information, visit the web site at www.mbe.ri.gov. To speak with an MBE officer, call 401-574-8253.

Equal Employment Opportunity (RIGL 28-5.1) § 28-5.1-1 Declaration of policy. – (a) Equal opportunity and affirmative action toward its achievement is the policy of all units of Rhode Island state government, including all public and quasi-public agencies, commissions, boards and authorities, and in the classified, unclassified, and non-classified services of state employment. This policy applies in all areas where the state dollar is spent, in employment, public service, grants and financial assistance, and in state licensing and regulation. For further information, contact the Rhode Island Equal Employment Opportunity Office, at 222-3090 or via email raymond1@gw.doa.state.ri.us

Subcontracts are permitted, provided that their use is clearly indicated in the offeror's proposal, and the subcontractor(s) proposed to be used are identified in the proposal.

ARRA SUPPLEMENTAL TERMS AND CONDITIONS

For contracts and sub-awards funded in whole or in part by the American Recovery and Reinvestment Act of 2009. Pub.L.No. 111-5 and any amendments thereto, such contracts and sub-awards shall be subject to the Supplemental Terms and Conditions For Contracts and Sub-awards Funded in Whole or in Part by the American Recovery and Reinvestment Act of 2009. Pub.L.No. 111-5 and any amendments thereto located on the Division of Purchases website at www.purchasing.ri.gov.

NOTICE

THERE MAY BE ADDITIONAL ADDENDA TO THIS LOI AT ANY TIME BEFORE THE OPENING DATE AND TIME. THE DIVISION OF PURCHASES WILL NOT BE NOTIFYING BY MAIL OF ANY SUCH ADDENDA.

IT IS THE VENDOR'S RESPONSIBILITY TO CHECK AND DOWNLOAD ANY AND ALL ADDENDA.

AN ADDENDUM TO AN LOI IS LISTED AS THE BID NUMBER WITH AN "A" AND THE NUMBER OF THE ADDENDUM FOLLOWING: FOR EXAMPLE, **3025A1** INDICATED ADDENDUM #1 HAS BEEN ISSUED FOR BID 3025. **3025A2** INDICATES ADDENDUM #2 HAS BEEN ISSUED.

YOU MUST CLICK ON ALL OF THESE LISTINGS TO GET THE COMPLETE PACKAGE.

CONTRACT PERIOD AND RENEWALS:

It is the intention of the State to enter into a contract for a term of one year (commencing July 1, 2011) with the option to renew for two (2) additional 12-month periods.

QUALIFICATION OF BIDDER:

Financial Stability

Bidder shall have adequate financial resources to effectively perform the service(s) required under a contract of the same scope and magnitude as proposed under this solicitation. Bidder shall furnish, if requested, a certified external audit statement from a nationally recognized organization of the last fiscal period for the firm submitting the bid.

Contractor agrees to carry a minimum of one million dollars (\$1,000,000.00) general liability insurance covering the products and services provided, naming the State of Rhode Island as additional insured, and further agrees to hold the State harmless against any and all claims arising as a result of the products and services provided by contractor or its employees.

Experience

Bidder shall have an organization which is experienced as the primary provider of refrigeration temperature monitoring devices, able to handle a contract with the potential for simultaneous multiple installations and customer service calls to many locations of participating providers and facilities. Bidder shall have adequate personnel dedicated to contract administration. Bidder shall designate one individual as point of contact to address contract disputes, emergencies or other administrative issues.

Geographic Proximity

Vendor must have operations facility located within the state of Rhode Island.

References

1. Bidders to this LOI shall include the names, addresses and phone numbers of three (3) references that allow the contracting officer to verify:
 - A. Successful performance of similar large scale efforts
 - B. Compliance with specifications and contractual obligations
 - C. Completion or delivery of a project on schedule
 - D. Lawful payment of suppliers, subcontractors, and workers

2. To the extent the bidder has furnished this product/service to a state or other government customer, one or more of the references shall include the government customer.
Documentation shall include the following information:
 - A. Name of government entity/company serviced
 - B. Contract start/completion dates
 - C. Name or contact person
 - D. Title of contact person
 - E. Telephone number

Program Scope

Monitoring Characteristics

In the aggregate, the State expects this contract will generate the need for approximately 500-700 DataNet® Temperature Monitoring Data Logger systems. There is no guarantee as to the number of units.

Summary of Work

The contractor shall furnish all labor, materials, supplies, equipment, travel, shipping, and facilities necessary to provide DataNet® Temperature Monitoring Data Logger systems including:

- 24-hour data logger temperature monitoring devices to prevent vaccine loss due to inappropriate storage temperatures
- Maintenance of appropriate retailer/wholesaler license(s) to operate in Rhode Island
- Compliance with all State and Federal laws/regulations and Guidelines
- Telephone support for purchasing and end user agencies during regular business hours of 8:00 am through 5:00 pm eastern time Monday – Saturday.

Product Specifications

A. DataNet® Wireless Data Logger System Components

1. DNR900 Receiver/Repeater (or newer version)
 - i. Including power cord and USB cable
2. DNR910 Wireless Data Logger (or newer version)
 - i. Including power cord
3. Two (2) External, detachable temperature probe with glycol-filled bottle
4. DataNet® software user license

B. DataNet® Wireless Data Logger System Minimum Requirements

1. ZigBee wireless protocol 16-bit data logger
2. Internal RH/Temp sensors
3. 4 Channel RF Logger
4. Fully reliable monitoring network
5. Multiple alarms including Email/Text/SMS to any location
6. Long range monitoring
7. License-free RF band worldwide
8. Continuous temperature monitoring – at least one reading/5 sec
9. Memory: 5000 readings minimum
10. Download/ archival software package
11. Uncertainty: ± 1 °C (WHO requirement/ industry standard: ± 0.5 °C)
12. Resolution: ± 0.5 °C (industry standard: ± 0.1 °C)
13. Battery life: 6 months
14. Temperature range: -20 °C to 40 °C
15. LED/LCD display with alarm indicators
16. Audible alarm

Required Installation & Monitoring Activities

A. Operational Start-up

1. HEALTH may request that the system units be delivered in increments of 50 units or more per order, as needed, against the entire contract purchase.

B. Installation of monitoring devices

1. The contractor shall make local agents available to assist with the installation and set-up of units at the end user locations at the request of HEALTH. Assistance shall be available either by customer service help line or on-site agent assistance.

C. Storage, handling, and control of inventories

1. The contractor shall be required to setup the wireless DataNet® Temperature Monitoring Data Logger systems as requested by HEALTH, in such a way as to ensure the continued viability of publicly purchased vaccines. Such actions shall follow the manufacturer's requirements for storage & handling, as well as the guidelines contained in U. S. Department of Health and Human Services, Centers for Disease Control and Prevention publications Vaccine Storage and Handling Toolkit: Recommendations for Handling and Storage of Selected Biologicals, and Guidelines for Vaccine Packing and Shipping, dated January, 2007.
2. The contractor shall ensure that the wireless DataNet® Temperature Monitoring Data Logger system is accurate. Such actions shall, as a minimum, include:
 - a. Temperature monitoring devices shall be certified to meet federal requirements for vaccine storage temperature monitoring.
 - b. Annual testing and/or recalibration of temperature monitoring units shall be conducted to verify proper temperature monitoring. All cost associated with maintenance, testing, and/or replacement of faulty units will be the responsibility of the contractor.
3. Wireless DataNet® Temperature Monitoring Data Logger systems purchased through this contract shall only be available for providers and healthcare facilities as designated by HEALTH within the state of Rhode Island.

D. Return/repairs of faulty equipment

1. All cost associated with maintenance, testing, and/or replacement of faulty units will be the responsibility of the contractor.

LIABILITY FOR VACCINE INVENTORY

- A. Should vaccine become non-viable due to faulty monitoring equipment the burden of vaccine replacement shall be the sole responsibility of the contractor.
- B. The contractor shall carry adequate liability insurance that will cover all losses of vaccine value for reasons including but not limited to all reasons listed above.

MANAGEMENT REPORTS AND INFORMATION

The contractor shall setup, at a minimum, the following information and, from that information, generate the schedule reports as specified herein.

A. Minimum required information to be setup in each unit

- a. Monitoring
 - i. **Business Hours:** Audible Alarm notification(s) at data logger and host computer

1. Pre-alarm notification via email and/or text at 37 degrees Fahrenheit or lower sustained for 10 minutes or longer
 2. Below 35 degrees Fahrenheit
 3. Above 46 degrees Fahrenheit for longer than 30 minutes
- ii. **Non-business Hours:** Alarm notification(s) via email and/or test notification
1. Pre-alarm notification via email and/or text at 37 degrees Fahrenheit or lower sustained for 10 minutes or longer
 2. Below 35 degrees Fahrenheit
 3. Above 46 degrees Fahrenheit for longer than 30 minutes

B. Reports:

Unless otherwise specified, each report shall be produced separately. Each report will also be made available in an electronic version for data manipulation. Acceptable reporting versions include CSV, XLS, XML, DBF or any other version approved by HEALTH. Reporting will be required for:

- a. Daily monitoring report
 - i. For end user informational gathering
- b. Weekly monitoring report
 - i. For end user informational gathering
- c. Monthly monitoring report
 - i. To be setup as an email report sent to HEALTH

STANDARD OPERATING PROCEDURES

Bidders shall as part of their response to this LOI include a copy of their standard operating procedures that, at a minimum, address the following:

A. Hours of operation

1. Standard Hours
 - a. Monday through Saturday, 0800 to 1700 or other agreed upon hours
2. Non-Standard (After hours)
 - a. Vendor must provide an agreed upon after-hours communication procedure.

B. Record keeping:

Accurate accountability of device(s) purchased, setup, and installed/distributed on behalf of HEALTH

C. Customer service procedures

Contractor shall submit a written copy of customer service policies and procedures to HEALTH upon request.

VENDOR QUESTIONS & RESPONSE SUBMISSION:

Questions concerning this solicitation may be e-mailed to the Division of Purchases at questions @purchasing.ri.gov. no later than the date and time indicated on the cover page of this solicitation. Please reference the LOI# on all correspondence. Questions should be submitted in a Microsoft

Word Attachment. Answers to questions received, if any, will be posted on the Internet as an Addendum to this solicitation. It is the responsibility of all interested offerors to download the information.

Proposals received after the referenced due date and time will not be considered. Proposals misdirected to other State locations or are not present in the Division of Purchases by the scheduled due date and time will be determined to be late and will not be considered. The official time clock is in the reception area of the Division of Purchases.

Responses (**an original plus three copies**) should be mailed or hand delivered in a sealed envelope marked "LOI# 7448710: **“WIRELESS DATANET® TEMPERATURE MONITORING DATA LOGGER SYSTEM.”** No faxed proposals will be accepted.

Department of Administration
Division of Purchases, 2nd floor
One Capitol Hill
Providence, RI 02908-5097

RESPONSE CONTENTS:

Responses must include the following:

1. A completed and signed three-page R.I.V.I.P. generated bidder certification cover sheet (downloaded from the RI Division of Purchases Internet home page at <http://www.purchasing.ri.gov>).
2. A statement of experience describing the Vendor's background, qualifications, and experience with and for similar projects, and all information described earlier in this solicitation.
3. A completed and signed W9 form (downloaded from the RI Division of Purchases Internet home page at <http://www.purchasing.ri.gov>).
4. In addition to the multiple hard copies of proposals required, Respondents are requested to provide their proposal in electronic format (CDRom, Diskette, flash drive). Microsoft Word / Excel OR PDF format is preferable. Only 1 electronic copy is requested. This CD or diskette should be included in the proposal marked "original".

EVALUATION CRITERIA

Responses will be evaluated using the following criteria:

- Capability (background) and qualifications of product delivery and installation are clearly demonstrated. (0-20 points)
- Agency's experience in product security and temperature monitoring (0 – 20 points);
- A clear understanding of the State's requirements and the results intended and desired under this contract has been demonstrated by the offeror (0 – 25 points);
- A comprehensive listing of similar projects working with health care clients, past and present, including a brief description of one project for each (0 – 10 points);
- Cost proposal demonstrating the cost per system or per unit service (0 – 25 points).

Notwithstanding the above, the State reserves the right to accept or reject any or all offerors. The State also reserves the right to award in whole or in part, and to act in its best interest.

Proposals must attain a minimum score of 70 points to be considered. Proposals found to be technically or substantially non-responsive at any point in the evaluation process will be rejected and not considered further. Proposals that do not include all of the requirements will not be considered.

The Technical review Committee will present findings to the State's Architect/Engineer and Consultant Services Committee, who will recommend up to three finalists to the Director of Administration who will make the final selection for this service. When a final decision has been made, all respondents will be notified by mail.

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