

## Event Summary - Sierra Wireless Products, Installation, and Service

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<b>Vendor:</b>	Sector, LLC	<b>Type</b>	Request for Bids
<b>Number</b>	005-RFB-0619-2024	<b>Stage Title</b>	-
<b>Organization</b>	DASlowa	<b>Currency</b>	US Dollar
<b>Exported on</b>	9/29/2023	<b>Exported by</b>	David Kundid
<b>Payment Terms</b>	-	<b>Sealed Bid</b>	Yes
<b>Intend to Bid</b>	Yes	<b>Bid Total</b>	634.00 USD

## Event Dates

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<b>Time Zone</b>	CDT/CST - Central Standard Time (US/Central)
<b>Released</b>	-
<b>Open</b>	9/16/2023 2:30 PM CDT
<b>Close</b>	9/29/2023 11:00 AM CDT
<b>Submission Date</b>	9/29/2023 9:16 AM CDT
<b>Sealed Bid</b>	9/29/2023 11:00 AM
<b>Question Submission Close</b>	9/22/2023 11:00 AM CDT

## Event Users

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### Contacts

**David Kundid**

[david.kundid@iowa.gov](mailto:david.kundid@iowa.gov)

Phone +1 515-745-2796

## Description

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The purpose of this Request for Bids (RFB) is to solicit bids from qualified providers to provide the goods and/or services described further in this RFB to the Lead Agency and any Participating Agencies. The Lead Agency intends to award a contract(s) beginning and ending on the dates listed in the solicitation, and the Lead Agency may extend the contract(s) for up to the number of annual extensions identified in the solicitation at the sole discretion of the Lead Agency. Any contract(s) resulting from the RFB shall not be an exclusive contract.

This RFB is designed to provide Bidders with the information necessary for the preparation of competitive Bids. The RFB process is for the Lead Agency's and Participating Agencies' benefit and is intended to provide the Lead Agency with competitive information to assist in the selection process. It is not intended to be comprehensive. Each Bidder is responsible for determining all factors necessary for the submission of a comprehensive Bid.

**It is advised to "Save Progress" often and especially after uploading documents.**

**NOTE: Anytime the Bidder opens their bid after the initial submission, they MUST certify and resubmit. No information will be lost from the initial submission.**

**NOTE: Bidder must approve and resubmit their bid after an amendment has been posted by the Issuing Officer. If the bid was submitted before the amendment, all information will be saved. The Bidder only needs to read and acknowledge the amendment.**

**Instructions for Amendments:** Answer the newly posted question in the Questions Section, and CERTIFY and SUBMIT your bid again (if previously submitted).

The Iowa Department of Administrative Services (DAS) is seeking to enter into master agreement(s) with qualified and eligible Respondent(s) to provide products, installation, and service for Sierra Wireless mobile routers and accessories.

The resulting master agreement(s) from the RFB may be awarded to multiple Respondents and shall be available to all State Agencies, Political Subdivisions, Universities, etc. Iowa DAS shall not guarantee any amount of business throughout the longevity of this master agreement to the awarded Respondents.

### Contract Term

The term of the contract will begin on upon award. The initial term of the contract shall be for a three (3) year period.

The Agency shall have the sole option to renew the contract upon the same or more favorable terms and conditions for up to three (3) annual extensions. The resulting contract will be available to all State Agencies.

**Stage Description**

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No description available.

Prerequisites

★ Required to Enter Bid

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★ Instructions To Vendor :
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Certification
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Vendor Must Also Upload a File:
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Prerequisite Content:



Bidder certifies that the contents of this Bid submitted are true and accurate. Bidder also certifies that Bidder has not knowingly made any false statements in its Bid.

#### **Certification of Independence**

I certify that I am a representative of Bidder expressly authorized to make the following certifications on behalf of Bidder. By submitting a Bid in response to the RFB, I certify on behalf of the Bidder the following:

1. The Bid has been developed independently, without consultation, communication or agreement with any employee or consultant to the Agency or with any person serving as a member of the evaluation committee.
2. The Bid has been developed independently, without consultation, communication or agreement with any other Bidder or parties for the purpose of restricting competition.
3. Unless otherwise required by law, the information found in the Bid has not been and will not be knowingly disclosed, directly or indirectly prior to Agency's issuance of the Notice of Intent to Award the contract.
4. No attempt has been made or will be made by Bidder to induce any other Bidder to submit or not to submit a Bid for the purpose of restricting competition.
5. No relationship exists or will exist during the contract period between Bidder and the Agency or any other State agency that interferes with fair competition or constitutes a conflict of interest.

#### **Certification Regarding Debarment**

I certify that, to the best of my knowledge, neither Bidder nor any of its principals: (a) are presently or have been debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by a Federal Agency or State Agency; (b) have within a five year period preceding this Bid been convicted of, or had a civil judgment rendered against them for commission of fraud, a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, violation of antitrust statutes; commission of embezzlement, theft, forgery, falsification or destruction of records, making false statements, or receiving stolen property; (c) are presently indicted for or criminally or civilly charged by a government entity (federal, state, or local) with the commission of any of the offenses enumerated in (b) of this certification; and (d) have not within a three year period preceding this Bid had one or more public transactions (federal, state, or local) terminated for cause.

This certification is a material representation of fact upon which the Agency has relied upon when this transaction was entered into. If it is later determined that Bidder knowingly rendered an erroneous certification, in addition to other remedies available, the Agency may pursue available remedies including suspension, debarment, or termination of the contract.

#### **Certification Regarding Registration, Collection, and Remission of Sales and Use Tax**

Pursuant to *Iowa Code sections 423.2(10) and 423.5(8) (2013)* a retailer in Iowa or a retailer maintaining a business in Iowa that enters into a contract with a state agency must register, collect, and remit Iowa sales tax and Iowa use tax levied under *Iowa Code chapter 423* on all sales of tangible personal property and enumerated services. The Act also requires Bidders to certify their compliance with sales tax registration, collection, and remission requirements and provides potential consequences if the certification is false or fraudulent.

By submitting a Bid in response to the (RFB), the Bidder certifies the following:

- Bidder is registered with the Iowa Department of Revenue, collects, and remits Iowa sales and use taxes as required by *Iowa Code chapter 423*; **OR**
- Bidder is not a "retailer" or a "retailer maintaining a place of business in this state" as those terms are defined in *Iowa Code subsections 423.1(47) and (48)*.

Bidder also acknowledges that the Agency may declare the Bidder's Bid or resulting contract void if the above certification is false. The Bidder also understands that fraudulent certification may result in the Agency or its representative filing for damages for breach of contract in addition to other remedies available to Agency.

2 ★ **Instructions To Vendor :**

Bidder shall read and authorize to release information for their Bid.

**Certification**

Bidder certifies that they have read and agree to the Authorization to Release Information.



**Vendor Must Also Upload a File:**

No

**Prerequisite Content:**

**Bidder** hereby authorizes the Iowa Department of Administrative Services ("Agency") or a member of the Evaluation Committee to obtain information regarding its performance on other contracts, agreements or other business arrangements, its business reputation, and any other matter pertinent to evaluation and the selection of a successful Bidder in response to this Request for Bids (RFB).

The Bidder acknowledges that it may not agree with the information and opinions given by such person or entity in response to a reference request. The Bidder acknowledges that the information and opinions given by such person or entity may hurt its chances to receive contract awards from the State or may otherwise hurt its reputation or operations. The Bidder is willing to take that risk.

The Bidder hereby releases, acquits and forever discharges the State of Iowa, the Agency, their officers, directors, employees and agents from any and all liability whatsoever, including all claims, demands and causes of action of every nature and kind affecting the undersigned that it may have or ever claim to have relating to information, data, opinions, and references obtained by the Agency or the Evaluation Committee in the evaluation and selection of a successful Bidder in response to the RFB.

The Bidder authorizes representatives of the Agency to contact any and all of the persons, entities, and references which are, directly or indirectly, listed, submitted, or referenced in the Respondent's Bid submitted in response to RFB.

The Bidder further authorizes any and all persons, and entities to provide information, data, and opinions with regard to its performance under any contract, agreement, or other business arrangement, its ability to perform, business reputation, and any other matter pertinent to the evaluation of the Bidder's Bid. The Bidder hereby releases, acquits and forever discharges any such person or entity and their officers, directors, employees and agents from any and all liability whatsoever, including all claims, demands and causes of action of every nature and kind affecting the Bidder that it may have or ever claim to have relating to information, data, opinions, and references supplied to the Agency in the evaluation and selection of a successful Bidder in response to RFB.

# Vendor Attachments

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There are no Vendor Attachments added to this event.



## Questions

★ Vendor Response Is Required

### Page1

#### Group 1: Form of Bid

- 1.1 Enter the Bidder's contact name, telephone number, email address, and shipping address for questions regarding this solicitation. ★  
Text (Multi-Line)  
SECTOR Technology Group, Contac: Cody Brink, 888-973-2867, sales@sectortechnologygroup.com, Address: 2900 Justin Drive, Suite L, Urbandale, IA 50322
- 1.2 Enter the Bidder's State or Foreign Country of Residence. ★  
Text (Single Line)  
Iowa
- 1.3 Bidder shall enter the Resident Preference given by the State or Foreign Country of the Bidder's residence. Enter the resident preference in the text box or indicate "no preference". ★  
Text (Single Line)  
no preference
- 1.4 Enter the number of years the Bidder has been in business in the text box. ★  
Numeric Text Box  
3.00
- 1.5 Enter the number of years of experience the Bidder has with providing the types of goods and/or services sought by the solicitation. ★  
Text (Single Line)  
12
- 1.6 Bidder shall read, fill-out and upload the Terminations, Litigation and Debarment document. ★  
File Upload  
CamScanner 09-29-2023 08.40.pdf - ./SupplierAttachments/QuestionAttachments/CamScanner 09-29-2023 08.40.pdf  
Terminations, Litigation and Debarment Document -
- 1.7 Is the Bidder requesting confidential treatment of specific information? ★  
Yes/No  
No
- 1.8 A Bidder requesting confidential treatment of specific information shall fully complete the form attached. In the Items Section, mark each good or service upon which the Bidder believes confidential information appears. ★  
File Upload  
No response.  
Form 22 - ../Attachments/QuestionAttachments/Form 22 -11.22.pdf
- 1.9 The State of Iowa requires shipping to be FOB Destination, Freight Prepaid. Does the Bidder agree to the terms? ★  
Dropdown List (Pick One)  
Bidder agrees  
Bidder does NOT accept the Terms & Conditions (submit exceptions question)  
Bidder agrees

#### Group 2: Terms and Conditions

- 2.1 Bidder shall read the RFB Definitions and enter a response. ★  
Dropdown List (Pick One)

Bidder agrees  
Bidder does NOT agree to the Definitions (submit exceptions question)

Bidder agrees

Definitions - ../Attachments/QuestionAttachments/Definitions 11.22.pdf

**2.2** Bidder shall read the Administrative Terms and enter a response. ★

Dropdown List (Pick One)

Bidder agrees  
Bidder does NOT accept the Terms & Conditions (submit Exceptions question)

Bidder agrees

Administrative Terms - ../Attachments/QuestionAttachments/Administrative Terms 11.22.pdf

**2.3** Bidder shall read the Contract Terms & Conditions and enter a response. ★

Dropdown List (Pick One)

Bidder agrees  
Bidder does NOT accept the Terms & Conditions (submit exceptions question)

Bidder agrees

Contract Terms & Conditions - ../Attachments/QuestionAttachments/Contract Terms and Conditions

**2.4** Bidder shall read the Specification Terms and enter a response. ★

Dropdown List (Pick One)

Bidder agrees  
Bidder does NOT accept the Terms & Conditions (submit exceptions question)

Bidder agrees

Specifications - ../Attachments/QuestionAttachments/Specifications 11.22.pdf

**2.5** Bidder shall read the Terms and Conditions for GOODS and enter a response. ★

Dropdown List (Pick One)

Bidder agrees  
Bidder does NOT accept the Terms & Conditions (submit exceptions question)

Bidder agrees

Terms and Conditions for GOODS - ../Attachments/QuestionAttachments/GOODS Terms and

**2.6** Bidder shall read the Terms and Conditions for SERVICES and enter a response. ★

Dropdown List (Pick One)

Bidder agrees  
Bidder does NOT accept the Terms & Conditions (submit exceptions question)

Bidder agrees

Terms and Conditions for SERVICES - ../Attachments/QuestionAttachments/SERVICES Terms and

**2.7** Bidder shall read the Federal Terms and Conditions and enter a response. ★

Dropdown List (Pick One)

Bidder agrees  
Bidder does NOT accept the Terms & Conditions (submit exceptions question)

Bidder agrees

Federal Terms and Conditions - ../Attachments/QuestionAttachments/FEDERAL Terms and

**2.8** Bidder shall read the Insurance Requirements and enter a response. ★

Dropdown List (Pick One)

Bidder agrees  
Bidder does NOT accept the Insurance Requirements (submit exceptions question)

Bidder agrees

Insurance Requirements - ../Attachments/QuestionAttachments/Insurance Requirements RFB.pdf

2.9	<p>The Bidder hereby explicitly authorizes the Agency to conduct criminal history and/or other background investigation(s) of the Bidder, its officers, directors, shareholders, or partners and managerial and supervisory personnel retained by the Bidder for the performance of the resulting Contract. Bidder shall enter a response. ★</p> <p>Dropdown List (Pick One)</p> <p>Bidder agrees          Bidder does NOT accept the Terms &amp; Conditions (submit exceptions question)</p> <div style="border: 1px solid #ccc; padding: 2px;">Bidder agrees</div>
2.10	<p>Public Entities (Political Subdivisions) - The resulting Contract will be made available to Political Entities, i.e. cities, counties, and schools. Bidder shall enter a response. ★</p> <p>Dropdown List (Pick One)</p> <p>Bidder agrees          Bidder does NOT accept the Terms &amp; Conditions (submit exceptions question)</p> <div style="border: 1px solid #ccc; padding: 2px;">Bidder agrees</div>
2.11	<p>Nonprofit Entities - The resulting Contract will be made available to nonprofit entities that qualify under I.R.S. § 501 (c) provisions. Bidder shall enter a response. ★</p> <p>Dropdown List (Pick One)</p> <p>Bidder agrees          Bidder does NOT accept the Terms &amp; Conditions (submit exceptions question)</p> <div style="border: 1px solid #ccc; padding: 2px;">Bidder agrees</div>
2.12	<p>Quarterly Sales Report - The Bidder shall provide a detailed quarterly report in Microsoft Excel on ALL sales made under the resulting Contract via e-mail to the Iowa Department of Administrative Services. Bidder shall enter a response. ★</p> <p>Dropdown List (Pick One)</p> <p>Bidder agrees          Bidder does NOT accept the Terms &amp; Conditions (submit exceptions question)</p> <div style="border: 1px solid #ccc; padding: 2px;">Bidder agrees</div>
2.13	<p>Administrative Fee - In addition to the approved discounts or prices specified in the solicitation herein, the Bidder shall pay to the Agency a 1.00% Administrative Fee on all sales made against the resulting Contract. The fee shall be paid quarterly to the Iowa Department of Administrative Services. Bidder shall enter a response. ★</p> <p>Dropdown List (Pick One)</p> <p>Bidder agrees          Bidder does NOT accept the Terms &amp; Conditions (submit exceptions question)</p> <div style="border: 1px solid #ccc; padding: 2px;">Bidder agrees</div>
<b>Group 3: Payment Terms</b>	
3.1	<p>Payment Terms - Per Iowa Code § 8A.514 the State of Iowa is allowed sixty (60) days to pay an invoice submitted by a Bidder. Does the Bidder agree to the terms? ★</p> <p>Dropdown List (Pick One)</p> <p>Bidder agrees          Bidder does NOT accept the Terms &amp; Conditions (submit exceptions question)</p> <div style="border: 1px solid #ccc; padding: 2px;">Bidder agrees</div>
3.2	<p>What discount will the Bidder give for payment in 30 days? Enter the discount in the text box. ★</p> <p>If none, enter zero.</p> <p>Numeric Text Box</p> <div style="border: 1px solid #ccc; padding: 2px;">1.00</div>

**Group 4: Scope of Work**

4.1	<p>ELIGIBLE RESPONDENT: The Respondent shall be a manufacturer authorized representative for Sierra Wireless mobile routers and accessories. Alternate brands shall not be accepted. The Respondent shall provide a letter with their bid response from the Manufacturer stating they are an authorized reseller and service provider for the manufacturers product line. The letter shall be signed by an authorized representative of the company, dated, and identify the Respondents company as authorized to sell their product.</p> <p>Respondent shall be authorized to sell, repair, and provide warranty service.</p> <p>Yes/No</p> <div style="border: 1px solid black; padding: 2px;">Yes</div>	★
4.2	<p>EXPERIENCE: Respondent shall have a minimum of two (2) years' experience providing sales, installation, and service for Sierra Wireless equipment and accessories.</p> <p>Yes/No</p> <div style="border: 1px solid black; padding: 2px;">Yes</div>	★
4.3	<p>EXPERIENCE: Respondent shall be a Sierra Wireless trained &amp; authorized for First Call/Tier 1 troubleshooting and RMA management.</p> <p>Yes/No</p> <div style="border: 1px solid black; padding: 2px;">Yes</div>	★
4.4	<p>EXPERIENCE: Respondent shall be Sierra Wireless trained &amp; certified for AMM/ALMS maintenance and support.</p> <p>Yes/No</p> <div style="border: 1px solid black; padding: 2px;">Yes</div>	★
4.5	<p>Respondent shall be Sierra Wireless trained a&amp; certified for ACM/VPN maintenance &amp; support.</p> <p>Yes/No</p> <div style="border: 1px solid black; padding: 2px;">Yes</div>	★
4.6	<p>RESPONSE TIME: The Respondent shall provide onsite service to resolve Sierra Wireless mobile router issues such as, but not limited to, electronics, or configuration issues.</p> <p>Respondent shall provide onsite service to the regions (See Group 5: Regional Service Map) that you submit a proposal on within six (6) hours of the request. This applies to normal business hours Monday thru Friday from 8:00 A.M. to 5:00 P.M for all service call requests received that business day. The Respondent shall provide onsite service between 8:00 A.M. and 12:00 P.M. on the next business day for all service requests made after normal business hours.</p> <p>Respondent shall provide after normal business hours service options for high priority items, solutions with a guaranteed acknowledgement within one (1) hour.</p> <p>Yes/No</p> <div style="border: 1px solid black; padding: 2px;">Yes</div>	★
4.7	<p>INSTALLATION STANDARDS &amp; TURNAROUND: Installation of all equipment shall be completed within ten (10) business days upon receipt of the product.</p> <p>The Respondent shall supply available dates for the mobile routers and accessories installation to begin and the date when the installation shall be completed.</p> <p>Yes/No</p> <div style="border: 1px solid black; padding: 2px;">Yes</div>	★
4.8	<p>GENERAL INSTALLATION REQUIREMENTS: Respondent shall be able to perform high-quality installation of mobile routers using current industry standard best practice installation techniques. The Respondent shall be manufacturer trained and approved to provide installation.</p> <p>Yes/No</p> <div style="border: 1px solid black; padding: 2px;">Yes</div>	★

- 4.9** EQUIPMENT TRAINING: If requested by a state agency, the Respondent shall provide training to the end-users and agency maintenance staff on how to operate and service the various pieces of equipment installed by the Respondent. This instruction will be up to four (4) hours per individual and will be at no additional cost to the State. ★
- Yes/No
- Yes
- 4.10** INSPECTION & ACCEPTANCE: The State reserves the right to inspect the completed mobile radio equipment. Respondent shall not submit an invoice until the mobile router and accessories are inspected and accepted by the purchasing entity. ★
- Yes/No
- Yes
- 4.11** WARRANTY: All warranties from equipment manufacturers shall be passed on to the State. Respondent shall be held responsible for any repairs due to defects in materials and workmanship for period of one (1) year from the acceptance of the mobile routers by the State. ★
- Yes/No
- Yes
- 4.12** TRAVEL EXPENSES FOR FOOD & LODGING: The travel reimbursement amount for meals and lodging shall comply with the Department of Administrative Services – State Accounting Enterprise Procedure Number 210-245. The maximum daily reimburse amount for lodging is \$120 and meals are \$12 for breakfast, \$15 for lunch, and \$29 for dinner plus applicable taxes. [https://das.iowa.gov/sites/default/files/acct\\_sae/sae\\_manual/210/210-245.pdf](https://das.iowa.gov/sites/default/files/acct_sae/sae_manual/210/210-245.pdf) ★
- Yes/No
- Yes
- 4.13** TRAVEL EXPENSE FOR MILEAGE REIMBURSEMENT: The travel reimbursement amount for mileage is \$0.50 per mile covering the round trip distance from the Respondent's office to the work site location. The Respondent's travel downtime charge shall not exceed 50% of the hourly rate proposed for their hourly labor rate of Training and Services Repair for business hours between 8:00 A.M. - 5:00 P.M. [https://das.iowa.gov/sites/default/files/acct\\_sae/sae\\_manual/210/210-130.pdf](https://das.iowa.gov/sites/default/files/acct_sae/sae_manual/210/210-130.pdf) ★
- Yes/No
- Yes

#### Group 5: Regional Service Map

- 5.1** The Respondent shall provide service to NORTH WEST Iowa Counties: Lyon, Osceola, Dickinson, Emmet, Sioux, O'Brien, Clay, Palo Alto, Plymouth, Cherokee, Buena Vista, Pocahontas ★
- Yes/No
- Yes
- 5.2** The Respondent shall provide service to NORTH CENTRAL Iowa Counties: Kossuth, Winnebago, Worth, Mitchell, Hancock, Cerro Gordo, Floyd, Humboldt, Wright, Franklin, Butler ★
- Yes/No
- Yes
- 5.3** The Respondent shall provide service to NORTH EAST Iowa Counties: Howard, Winneshiek, Allamakee, Chickasaw, Bremer, Fayette, Clayton ★
- Yes/No
- Yes
- 5.4** The Respondent shall provide service to WEST CENTRAL Iowa Counties: Woodbury, Ida, Sac, Calhoun, Monona, Crawford, Carroll, Greene, Harrison, Shelby, Audubon, Guthrie ★
- Yes/No
- Yes

- 5.5** The Respondent shall provide service to CENTRAL Iowa Counties: Webster, Hamilton, Hardin, Grundy, Boone, Story, Marshall, Tama, Dallas, Polk, Jasper, Poweshiek ★  
Yes/No
- 5.6** The Respondent shall provide service to EAST CENTRAL Iowa Counties: Black Hawk, Buchanan, Delaware, Dubuque, Benton, Linn, Jones, Jackson, Iowa, Johnson, Cedar, Clinton, Scott ★  
Yes/No
- 5.7** The Respondent shall provide service to SOUTH WEST Iowa Counties: Pottawattamie, Cass, Adair, Mills, Montgomery, Adams, Fremont, Page, Taylor ★  
Yes/No
- 5.8** The Respondent shall provide service to SOUTH CENTRAL Iowa Counties: Madison, Warren, Marion, Mahaska, Union, Clarke, Lucas, Monroe, Ringgold, Decatur, Wayne, Appanoose ★  
Yes/No
- 5.9** The Respondent shall provide service to SOUTH EAST Iowa Counties: Keokuk, Washington, Muscatine, Louisa, Wapello, Jefferson, Henry, Des Moines, Davis, Van Buren, Lee ★  
Yes/No

★ Required Product Line Items

#	Item Name, Commodity Code, Description	Allow Alternate s	Qty.	UOM	Requested Delivery	Unit Price (USD)	Total Unit Price (USD)	Total Price (USD)	Estimated Delivery
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