



**REQUEST FOR PROPOSAL**  
**Gulf of Mexico Open Data (GOMOD) Platform**  
**Geospatial Data Coordination Services**  
**RFP #122425**

## **BACKGROUND**

The Gulf of Mexico Alliance (GOMA) is a partnership of the five Gulf States, federal agencies, academic organizations, businesses, and other non-profits in the region. Our goal is to significantly increase regional collaboration to enhance the environmental and economic health of the Gulf of Mexico.

GOMA developed and deployed an open data hub, GOMOD (Gulf of Mexico Open Data), in 2020 using Esri's HUB software. Since that time, we have improved and expanded upon the mission of our platform: to help users discover, explore, and access data for the Gulf of Mexico region. The GOMOD platform includes comprehensive maps of extent for priority habitats across the entire Gulf of Mexico, curated theme maps for key coastal and ocean management topics of interest to Gulf stakeholders, a data explorer where users can choose their own datasets of interest, and access to a suite of regional data tools developed by GOMA.

Through this RFP, funding from the National Oceanic and Atmospheric Administration (NOAA) is available to support GOMA's open data platform, GOMOD, using Esri's HUB framework. This effort is needed in order to maintain GOMOD's infrastructure as well as enhance data sharing across the region. Therefore, all terms and conditions of the resulting sub-contract agreement will be subject to Federal regulations concerning the receipt and use of Federal funds.

## **GENERAL INFORMATION**

**Project Title:** Gulf of Mexico Open Data (GOMOD) Platform Geospatial Data Coordination

**Scope of Work:** (GOMA) is seeking a contractor to provide geospatial data coordination and prioritization for GOMOD; support to promote community contribution and use; and technical Esri ArcGIS Hub maintenance, user management, and licensing management to GOMA. The contractor will report to and coordinate with GOMA on all contractual, technical, and community engagement topics. GOMA seeks proposals that include but are not limited to:

- Collaborating with established communities of practice within the GOMA community
- Participating in and collaborating with GOMA Teams
- Attending meetings and conferences (virtual and in person) as appropriate
- Maintaining/monitoring Esri licenses structure
- Executing any necessary Esri processes that support GOMOD maintenance and updates
- Maintaining and managing existing GOMOD Theme maps
- Developing new Theme maps (define new Theme maps)
- Deliver a live presentation and demonstrate GOMOD capabilities and usage
- Conduct webinars to GOMA team members to demonstrate GOMOD's capabilities and updates.



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The contractor is expected to coordinate closely with GOMA staff throughout the duration of the project through regularly scheduled status meetings, task-related conference calls, and other meetings as required. The contractor is also expected to engage with specific GOMA Priority Issue Teams (Data and Monitoring; Habitat Resources; Wildlife and Fisheries) throughout the duration of the project through regularly scheduled Team calls and meetings.

## **PROPOSAL SPECIFICATIONS**

**Proposal Content and Format:** Contractor proposals are solicited that adhere to the following:

- (1) Title Page (GOMA fillable PDF form, contact Dave Reed at [dave.reed@gomxa.org](mailto:dave.reed@gomxa.org) to request form)
- (2) Proposal Description and Budget (GOMA fillable PDF form; 5 pages maximum, not including requested attachments)

GOMA's Proposal Form requires that the narrative / description and budget be no longer than 5 pages and should contain the following elements:

Description:

- Technical Qualifications (see technical qualifications below), goals and objectives, methods or approach to achieve goals and objectives
- Work to be performed, hours, timeline, and project team
- Any identified or potential collaborating organizations

Budget:

- Proposal Cost Details: Salary, Fringe, Travel, Supplies, Equipment, Contractual, Federally Negotiated Indirect Rate or Federally-acceptable Profit Margin
- Justification should be provided for each applicable cost category
- A contract line-by-line may be included with the proposal.

**Technical Qualifications:** Contractor shall, at a minimum, include the following:

- Prior experience using Esri software, specifically ArcGIS Hub platform, provide examples
- Size and structure of the organization
- Staff qualifications (only include resumes of staff to be assigned to the project team, position in the firm, years and types of experience, etc.)
- Understanding of work to be performed
- Certifications (if applicable)



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**Requirements of Selected Contractors:**

- **Reporting:** If selected, contractor must agree to financial and programmatic reporting on a regular basis as required by terms and conditions of the contract.
- **Failure to Meet Eligibility Criteria:** Failure to meet eligibility criteria at the time of execution of the contract may be grounds for eliminating an applicant and making an award to another qualified contractor.
- **Travel to a GOMA Conference:** The selected contractor will be required to attend the 2025 GOMA All Hands Meeting on May 5-8, 2025. Proposals costs should incorporate the required travel expenses for attending this meeting.

**Entities Eligible to Apply:** This RFP is open to all types of domestic applicants other than individuals.

**Contract Type:** Fixed Price

**Budget:** Not to exceed \$90,000.00

**Performance Period:** The base period of the contract shall be twelve (12) months, from August 1, 2024 to July 31, 2025. GOMA may unilaterally, and in its sole discretion, exercise four (4) 12-month option years. The total period of performance for the contract, including the base period and any exercised option periods, shall not exceed five (5) years. Option periods are not automatic or guaranteed. The decision to exercise option periods shall be made solely by GOMA while considering contractor performance, price, and other factors. Anticipated start date is August 1, 2024.

**Number of Contracts Anticipated from this RFP:** 1 (one)

**Proposals for Renewal of Existing Projects Accepted:** Yes

**Proposals for Supplementation of Existing Projects Accepted:** Yes

**Proposals for New Contracts Accepted:** Yes

**Cost Sharing or Matching Required:** No

**Pre-Award Cost Authorization Allowed:** No. All costs incurred in preparation of a proposal responding to this RFP will be the responsibility of the contractor and will not be reimbursed by the Gulf of Mexico Alliance.

**Proposal Deadline:** June 21, 2024, 5pm U.S. Central Time. Proposals received after the proposal deadline will not be considered.



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**Proposal Submission Instructions:** Proposals should be submitted via email in PDF format to:

Dave Reed, GOMA Program Director  
[dave.reed@gomxa.org](mailto:dave.reed@gomxa.org)  
with RFP-GOMOD in the subject line

Proposals must contain an original or digital signature.

**Question and Answer Period Regarding this RFP:** June 7, 2024, 10am U.S. Central Time through 4pm U.S. Central Time. Inquiries concerning this RFP should be received during this time period. No questions regarding this RFP will be considered outside of this time period. Questions should be sent by email to Dave Reed at [dave.reed@gomxa.org](mailto:dave.reed@gomxa.org). No questions by telephone will be considered. On June 10, 2024, bidders will receive a copy of questions and answers by email from Dave Reed at [dave.reed@gomxa.org](mailto:dave.reed@gomxa.org).

**Preferences:** When the opportunity exists, GOMA reserves the right under applicable laws and regulations to apply preferences for Women-Owned Small Businesses, Small Disadvantaged Businesses and 8(a) Small Businesses, Historically Underutilized Business Zones (HUBZone) Small Businesses, and Service-Disabled Veteran-Owned Small Businesses

**Eligibility Criteria at time of Application:**

1. Entity must have a valid Unique Entity Identifier (UEI) number in SAM.GOV
2. Entity and any Principal Investigator(s) must not be debarred or suspended.
3. Non-profit organizations must demonstrate current evidence of good standing, such as a statement from the Internal Revenue Service (IRS).
4. Contractors must have the institutional, managerial, and financial capability to ensure proper planning, management, and completion of the project.
5. Contractors must have established safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
6. Contractors must have the capacity to initiate and complete the work within the applicable time frame.

**Limits on Number of Applications:** An entity or Principal Investigator may only be associated with one proposal for this announcement. If more than one proposal is received for the same entity or Principal Investigator, only the first will be accepted. Any subsequent associated proposals will be discarded.



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**PROPOSAL EVALUATION**

Proposals will be evaluated by members of the GOMA Headquarters staff and representatives from any of the Priority Issue Teams as deemed necessary. Proposed start date should be planned for August 1, 2024. Proposals will be evaluated on the following criteria (40 maximum points):

1. Proposal Merit (5 points) – Proposal describes the work to be performed, including procedures, estimated hours, timeline, and other pertinent information.
2. Experience (10 points) - Contractor has the experience in delivering similar projects.
3. Qualifications (10 points) – Contractor’s team is well qualified to perform the proposed work and demonstrates intent to be active on GOMA Team(s) throughout the term of the contract. Contract lead and other assigned staff are experienced and have proper expertise to perform the proposed work.
4. Proposal Specifications (5 points) – Proposal is limited to 5 pages and contains all information required by the RFP.
5. Budget (10) points) – Budget costs are detailed, reasonable and justifiable.

The Gulf of Mexico Alliance contemplates award of the contract to the contractor with the highest total points. Note: The Gulf of Mexico Alliance reserves the right to re-advertise this RFP if an adequate number of responses is not received.

**NOTIFICATION OF AWARD**

It is expected that a decision selecting the successful contractor will be made within two (2) weeks of the closing date for the receipt of proposals. Upon conclusion of final negotiations with the successful contractor, all offerors submitting proposals in response to the RFP will be informed, in writing, of the name of the successful contractor.