



# Oregon

Kate Brown, Governor

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## **Oregon Geographic Information Council (OGIC) Framework Data Development Program Request for Proposals**

For the 2015 – 2017 Biennium  
March, 2015

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**Proposals must be received by:  
Tuesday, April 14<sup>h</sup>, 2015, 4:00 pm PST**

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Requests for Framework Implementation Team (FIT) spatial data development funds generally exceed the available fund balance each biennium. Because of this limitation it is necessary that all project proposals meet certain criteria in order to provide a fair and equitable distribution of available funds. The intent of the program is to fund efforts that develop, enhance, steward, or make accessible Oregon Framework data. \$500,000 is available for the 2015-2017 biennium, approved projects have ranged from \$15,000 to \$150,000.

Contained herein are the criteria and process used to prioritize funding requests. OGIC, Policy Advisory Council (PAC), FIT and GIS Program Leaders (GPL) members will review the funding criteria and the priorities on a regular basis, and modifications may occur based on either resource availability or changes in the OGIC goals. An RFP Review Meeting will take place on March 17th. This will be your opportunity to ask questions of the program and process. The meeting will be in Salem with a remote participation option available.

Program communications will be distributed via GEO's listservers (pac@listsmart.osl.state.or.us, fit@listsmart.osl.state.or.us, gpl\_list@listsmart.osl.state.or.us, and ous-gis@listsmart.osl.state.or.us) and will also be posted on the FIT web page: <http://www.oregon.gov/DAS/CIO/GEO/pages/fit/fit.aspx>.

### **Process:**

The review process is illustrated in "OGIC – FIT Proposal Review Process" (figure 1) and begins with an initial review to determine that proposals meet the requirements listed in the Basic Proposal Requirements. On April 29<sup>th</sup> there will be a proposal presentation event with a brief presentation required of every proposed project. Proposals are then passed to the FIT and GPL for parallel review based on each groups criteria. PAC then reviews proposals based on policy criteria, as well as FIT/GPL determinations and comments. Proposals, determinations and comments are returned to the Reviewing Team. The Reviewing Team compiles all input and formulates a recommendation for OGIC consideration. Refer to Figure 2 for a timeline of these steps for 2015.

### **Reviewing Team:**

A Reviewing Team will be formed and consist of the State GIO, FIT Coordinator, and one member each from the PAC, FIT, and GPL groups. This Reviewing Team will conduct an initial review of proposals; act as the interface between the reviewers and the submitting agents and compile review results prior to submission to OGIC.

### **Basic Proposal Requirements:**

In order to facilitate the equitable review of proposals, the following elements are required of each proposal:

1. Received by deadline
2. Conforms to template
3. Includes all required material
4. Does not exceed eight pages total, 11 point Arial font (not including optional information)

Figure 1:

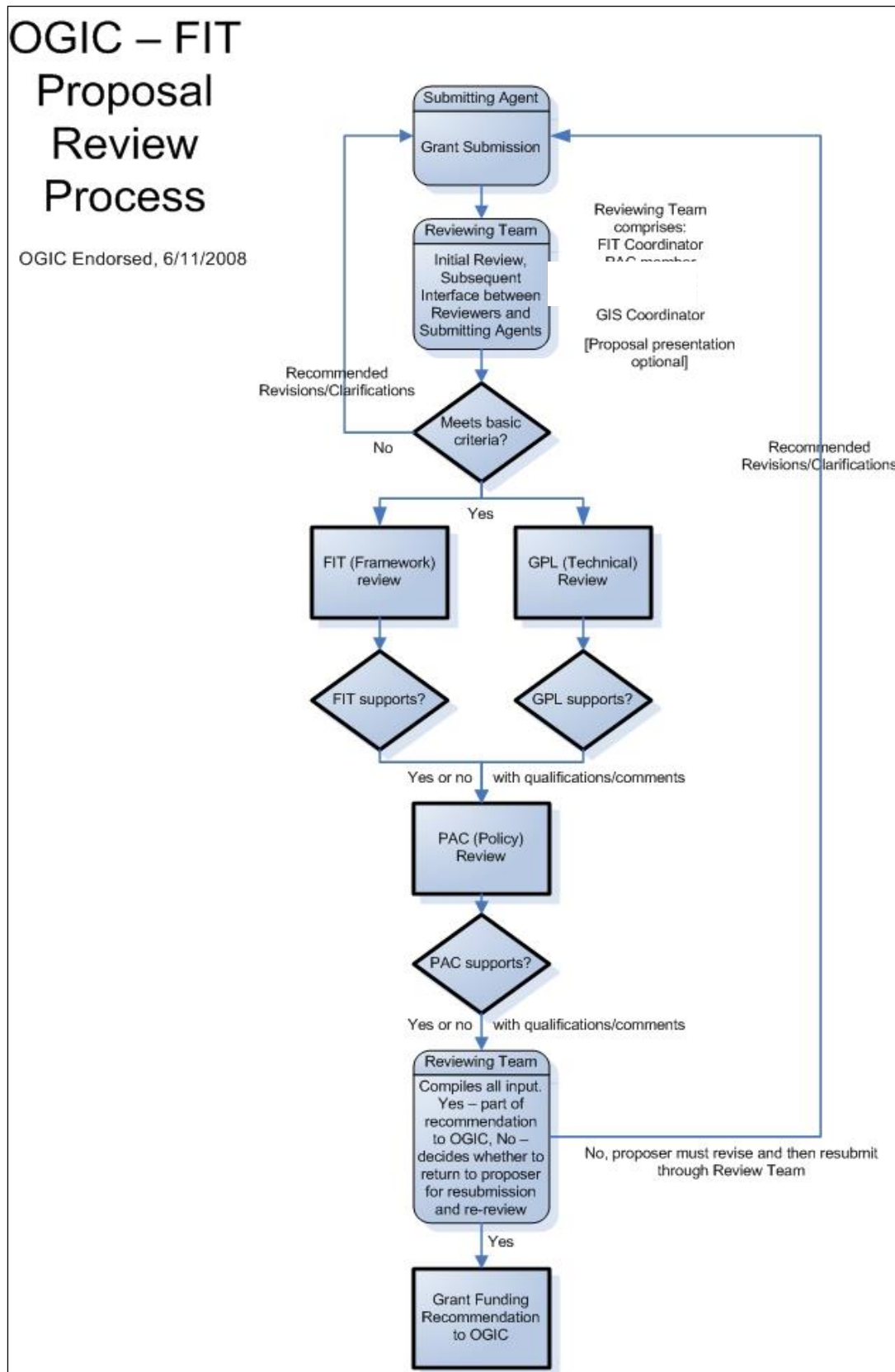


Figure 2:

<b>2015 FIT Funding Process Timeline</b>	
March 2	Announce 2015-2017 Framework Funding Process, issue call for proposals
March 9	Target date for Reviewing Team to be formed (State GIO, FIT Coordinator, one member each from PAC, FIT & GPL)
March 17	Framework Data Development Program RFP Review, DAS Conference Room B, 155 Cottage St NE, Salem
April 14	Submission deadline. Submissions must be received by 4:00 pm
April 15 – 24	Reviewing Team performs initial review. Team may meet more than once and may suggest revisions to proposers
April 29	Proposal presentations. <b>Every proposed project is required to participate.</b> Each project will have 20 minutes for presentation followed by 5 minutes for questions. This is the one opportunity for PAC, FIT & GPL members to question proposers directly
May 12	Morning: FIT reviews proposals based on Framework criteria Afternoon: GPL reviews proposals based on technical criteria
May 14	FIT and GPL recommendations submitted to PAC and Reviewing Team by close of business (COB)
May 18-22	PAC reviews proposals based on Policy criteria and recommendations from FIT and GPL, PAC recommendations submitted to Reviewing Team by COB Friday, May 22
May 25 - 29	Reviewing Team compiles all input and formulates final recommendation for OGIC consideration
June 3	Reviewing Team recommendations emailed to OGIC
June 17	OGIC reviews proposals, considering Reviewing Team recommendations and GPL, PAC, and FIT evaluations
July	Contract development between GEO and Framework Project organizations Framework Projects begin upon contract execution

## **Criteria:**

### **Framework aspects, reviewed by FIT Leaders:**

- Project pursues FIT goals related to data development
  - Data to be developed by proposal are Framework data elements
  - Level of incompleteness of data theme and its relation to other themes
    - Spatial extent (does it encompass are relevant geography)
    - Attributes (are all characteristics defined for theme/element included in deliverable)
  - Broad need for completed/updated theme
  - Timely availability of existing (matching) funds
- Project delivers standard metadata (in FGDC CSDGM format)
- Project has an identified and willing steward
- Project aligns with priorities external to FIT/NSDI
- Project proposal describes relationship to OGIC, agency, and statewide goals

### **Technical Aspects, reviewed by GPL:**

- Project is technically sound
  - Proposal describes technical resources needed
    - Resources are identified and available (hardware/software/staff)
    - Resources sought are appropriate
  - Proposal adheres to professional standards for data capture, GIS, and project management
  - All technical issues are resolved
    - Edgematching
    - Raster-image compression ratios
    - Vertical integration with other relevant data themes/layers
    - Appropriate precision and accuracy are defined in project workplan
  - Project has realistic timeframe and workplan
- Project demonstrates enterprise orientation
  - Appropriate spatial extent for the data theme
  - Involves appropriate stakeholder community & partners
  - Has approved data exchange standard
  - Distribution of resultant data theme (framework data to be freely available for redistribution and published to Oregon Spatial Data Library (OSDL))
- Proposal describes technical relationship to State Data Center resources

### **Policy Aspects, reviewed by PAC:**

- Project demonstrates enterprise orientation
  - Appropriate spatial extent for the data theme
  - Involves appropriate stakeholder community & partners
  - Has approved data exchange standard
  - Distribution of resultant data theme (framework data to be freely available for redistribution)
  - Describes project's connection to relevant, appropriate business lines (agency, cross-agency, cross-jurisdiction, etc.)
- Project leverages funding (or other types of) partnerships, where available and appropriate
- Project will cost significantly more if not funded in the current biennium?
- Project deliverable timeframe extends beyond current funding cycle?
- Project conforms to existing ORS and OAR
- Project implements cost-effective methodology
  - Project has reasonable and measurable deliverable(s)
- Does proposal advance the completion of a Framework theme?
- Proposal describes technical relationship to State Data Center resources