

Framework Data Development Program

2015 - 2017

RFP Review

March 17, 2015

Schedule

- 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
- **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. Every proposed project is required to participate.** 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

Reviewing Team:

- Bob DenOuden, Framework Coordinator
- Cy Smith, State GIO
- Diana Walker, GPL
- Phil McClellan, FIT
- Gail Ewert, PAC

Criteria

Framework aspects, reviewed by FIT Leads:

- 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

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)
- Look at examples from successful 2013-15 proposals on GEO website

Proposal Template

Project title

Contact information

Include primary project staff including agency or organization affiliation

Specify a single point of contact for project

Project duration and end date

Project end date may be no later than 5/29/2017

Geographic extent of project

Amount requested

Project narrative

The project narrative will become the Statement of Work for agreements on successful proposals

Required components:

- Project scope
- Relationship to Oregon Framework
- Expected benefits
- Methodology
- Deliverables
 - Include dates / timeline
 - Clearly identify deliverables to be funded by this proposal
- Project timeline with major milestones
- Relevant experience/expertise of project team
- Commitment to effort
- Organizational capacity

Budget breakdown

- Identify funds from partners, other project related funds, matching funds, etc
- Estimate in-kind match
- Identify any unfunded activities that are integral project elements
- Include information about any planned contracting

Optional information (not included in page count limitation)

- Letters of support or participation
- Project personnel resumes or Curriculum Vitae

Go to GEO website for:

- List of Framework Elements
- Framework Data Development Program 2015-17 documents
- Example Project Proposals from 2013-15 funding round
- General Framework information

<http://www.oregon.gov/DAS/CIO/GEO/pages/fit/fit.aspx>
or
Gis.Oregon.gov