



Department of Commerce

STATE OF WASHINGTON

**DEPARTMENT OF COMMERCE
OLYMPIA, WASHINGTON**

**REQUEST FOR INFORMATION
RFI NO. GMU-3-15-20-RFI**

TITLE: Web-Based Spatial Decision Support System for Land Use & Conservation Planning

RESPONSE DUE DATE: March 15th, 2020

VENDOR ELIGIBILITY: This procurement is open to those Vendors that satisfy the requirements as stated in section 3.2.

RFI Coordinator: Charlene Andrade (see section 3.6)

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I. Purpose of RFI

I.1 Business Challenge

The Washington Department of Commerce (Commerce) coordinates the implementation of the Growth Management Act ([RCW 36.70A](#)). In this role, Commerce provides technical assistance and tools to local governments for meeting their critical environmental area protection and other land use planning requirements. Local governments are experiencing significant challenges with planning for growth and development while also protecting critical areas, due to limited land resources, development pressures, and complex planning processes. Many tools exist to help them with this process, but they have not been integrated to provide for efficient, balanced, and comprehensive planning. In addition, planners are often unaware of all the tools that exist and lack the capacity and/or expertise to put them together in support of decision processes.

The Department of Commerce is scoping the development of a new web-based spatial decision support tool to aid local planners in evaluating multiple planning scenarios and parameters for comprehensive land use planning around the Puget Sound region of Washington State. The tool will integrate existing maps, models, and datasets available through local governments, resource agencies, and other organizations to allow users to view and analyze the relationships between the datasets. It will also include a web interface that will allow planners to use datasets in a decision support framework and assess alternative land use planning scenarios. The tool must be compatible with the current and future versions of ESRI ArcGIS software and tools, the geographic information systems (GIS) software used by Commerce. The tool should include:

- Ability for users to work with and overlay multiple GIS layers in an ESRI compatible interactive web map.
- Ability for users to modify, filter and query data and display results on the map
- Decision models that allow users to evaluate selected areas of the landscape for protection, restoration, and development based on landscape attributes and multiple weighted decision criteria, with prioritized results
- Ability to assess impacts of user-defined buildout scenarios, zoning change scenarios, regulatory change scenarios, or restoration scenarios on critical areas, ecological functions, and land use needs by evaluating changes to habitat, hydrology, building capacity, etc.
- Ability to compare multiple scenarios and evaluate how changing one variable affects calculated results for other variables of interest in real time, both spatially and via data analysis
- Ability for users to modify decision models and select datasets to include in analyses
- Ability for authorized users to add new GIS layers and supporting data and define who can access those layers

Commerce is in the scoping phase of this effort and seeks to identify vendors who have the experience and expertise to develop a web-based spatial decision support tool that meets these needs. Commerce is currently seeking information on the availability and interest of potential vendors to do this type of work, and about the feasibility of the project; we are not yet looking for a proposal on how to design and develop the tool. You can find out more information on the project to date and conceptual plans for the project at: <https://deptofcommerce.box.com/s/7epgrwryptpau60eqtuafm10sa197aa> . Respondents to this RFI will be directly informed of the RFP release for the competitive procurement process, if and when the implementation phase begins (possibly as early as January 2021).

1.2 Requirements

The objective is to secure a software that can meet the core functions described below. Commerce is seeking information on whether vendors have developed tools with similar functionality that can be used out-of-the-box, have the ability to customize existing tools to meet the functionality requirements, or have the ability to develop a new tool that meets the functionality requirements. Desired system components and capabilities include the following:

- Mapping Capability – A web-based component that allows users to view, overlay, and query spatial datasets on a map for an area of interest and view metadata.
- Interface for Decision Support Functionality – A web-based component that guides users through decision processes. It should allow users to specify variables and input datasets to include in analyses, share new datasets with the tool, modify decision models and specify weighted criteria, specify alternative scenarios for analysis, and display and guide interpretation of output information.
- Data Processing – A component that organizes and links models and spatial data, receives user inputs, calculates and processes information, and produces results for front end display.
- Data Input and Formatting – Data will primarily be shared as web services. Authorized users should be able to share new and updated datasets with the tool. Automation of data formatting for use in the tool is desired.
- Data Download – Users should be able to download datasets for further use in desktop applications, pre- and post-processing.
- Security and Sign In – User profiles and sign in may be required to restrict access to certain parts of the tool due to data sensitivity, and to allow users to save scenarios and decision models for future use. External users must access the tool via Secure Access Washington, the state's web portal.
- Use Tracking – System should track questions users ask of the tool, variables included in analyses, and areas where additional data are needed, to inform future updates and development of new functionality.
- Compatibility with State and Commerce Standards – System must be compatible with Washington State IT standards and interoperable with state systems. Mapping tools must be compatible with the current and future versions of ESRI ArcGIS software and tools.

1.3 Request for Qualifications and Information on Feasibility

Commerce is inviting vendors to respond to this RFI, and Commerce will use these responses to assess the feasibility of moving forward with system development. Commerce seeks information on the qualifications of potential vendors, experience developing similar systems, examples of similar products, and feasibility of implementing a system with the proposed high level requirements and functionality. Vendors who solely have experience with either back end tool development, or with custom front end web interface development, (or both), are invited to respond, as these components could potentially be contracted out together or separately in the future. Experience designing tools specific to land use planning or ecosystem management applications is desired but not required. Commerce may conduct a competitive procurement for system development sometime in the future, which is dependent on product cost, feasibility and available funding.

2 Response Content

2.1 Response Format

Respondents should provide a written response via email no later than March 15th, 2020. The Agency requests vendors to include the information requested in Sections 1.2, 2.2, 2.3 and 2.4. The response should be clear and concise. Please limit the entire response to no more than eight pages.

2.2 General Information

Please provide the following information:

1. Vendor name and address
2. Contact name, phone number, and email address
3. Brief history of your company, which includes number of years in business
4. Brief description of your company's areas of expertise related to the ability to produce a tool described in Section I above, including but not limited to: developing decision support systems, integrating multiple decision support systems into one web based platform, developing web applications/interfaces, geographic information systems (GIS), computer programming, and/or developing solutions for land use planning.
5. A listing of government agencies or other clients for which your company has successfully implemented a similar type of business solution. For each, please include an agency name, contact name, project description, and cost (where appropriate), phone number, and email address.

2.3 Experience

1. Describe any integrated, multi-variable spatial decision support and analysis tools that you have developed, and their similarity to the proposed tool.
2. Have your products been used for land use planning, ecosystem management, or related applications?
3. Can end users easily manipulate models and variables?
4. How much did your similar product(s) cost to develop and how would you expect this to compare with cost to develop the proposed tool?
5. How long did your similar product(s) take to develop and how would you expect this to compare with time required to develop the proposed tool?
6. Are there any components of the proposed system that your company does not have the expertise to develop?
7. Do you provide training for system use and maintenance?
8. Do you provide ongoing support services for system maintenance and updates?
9. Any other information that you feel would help us understand the feasibility, possibilities, and realities of developing such a tool for local governments.

2.4 Technical Questions

Please provide answers to the following:

1. Is your solution a Software as a Service solution (SaaS) or an on premise solution?
2. What are the server requirements, if on premise?

3. Do you require licenses for users? What are your licensing packages?
4. Does your solution integrate with ESRI ArcGIS software? Which versions of ArcGIS are supported? Are other ESRI products needed to work with your solution?
1. Does your solution integrate with Active Directory and/or Microsoft Work account and/or SAW and/or SAML 2.0?
2. Have your products been web-based or web-enabled?
3. Describe the technologies used to build your similar product(s).
4. Does your solution require any third-party solutions? If so, are there any additional licensing requirements?
5. Can any components or frameworks from your existing product(s) be re-used and tailored to meet the needs of the proposed tool, and/or do you have experience using and modifying open source components from other frameworks?
6. Do you allow organizations who purchase your product to have access to the source code to make changes and enhancements?
7. If you answer No to question 6, do you provide for a source code escrow account, which a client can access in case another company acquires your company, your company ceases to exist, or the product is discontinued?

3 RFI Administrative Requirements

3.1 RFI Procedure

This is a Request for Information only. This request is for planning purposes, and does not constitute an invitation for bids, a Request for Proposals, a solicitation, a Request for Quotes, or an indication Commerce will contract for the items contained in this notice. Responding to this request is not required to respond to any future solicitation for proposals or quotes.

Additionally, issuance of this RFI and your preparation and submission of information does not commit the Department to any contractual relationship, directly or indirectly. Commerce will not reimburse or make payment for any costs incurred in the preparation and submittal of responses.

3.2 Who Should Respond

Commerce seeks information from vendors with experience developing similar systems with any or all components of the proposed system. Vendors who solely have experience with either back end tool development, or with custom front end web interface development, (or both), are invited to respond, as these components could potentially be contracted out together or separately in the future. Experience designing tools specific to land use planning or ecosystem management applications is desired but not required.

3.3 Disposition of Materials

All material submitted in response to this RFI will become the property of the Commerce and will be returned only at the Commerce's option and at the respondent's expense.

3.4 Response Due Date

RFI responses are due to the RFI Coordinator no later than March 15th, 2020. Commerce will acknowledge receipt of the submitted response by email within one business day. If you do not receive the confirmation, please contact the RFI Coordinator by phone. Appropriate allowances will be made if Commerce's email is not working.

3.5 Submission of Response

Upon release of this RFI, all vendor communications concerning this RFI must be directed to the RFI Coordinator listed below. Unauthorized contact with other Commerce employees related to this RFI may result in your firm receiving inaccurate information or prevent your firm's information from being properly reviewed and considered during the RFI review period.

3.6 RFI Coordinator

Name: Charlene Andrade

Email: charlene.andrade@commerce.wa.gov

Phone: (360) 725-3063

Please submit an electronic copy of your response via email, plus any associated literature, to the RFI Coordinator by the RFI due date.

- The e-mail's subject line should state "Land Use & Conservation Decision Support Tool – [vendor's name]".
- Any responses submitted to this RFI must be readable by Microsoft Office 2016 software.

3.7 Proprietary and Confidential Information

Vendors must clearly mark any information in the response to this RFI that the vendor desires to claim as proprietary and exempt from disclosure under the provisions of RCW 42.17.250 to .340. Each page claimed to be exempt from disclosure must be clearly identified by the word "Confidential" printed on the lower right hand corner of the page. Commerce will consider a vendor's request for exemption from disclosure; however, Commerce will make a decision predicated upon Chapter 42.17 RCW and Chapter 143-06 of the Washington Administrative Code. Marking the entire response exempt from disclosure will not be honored. Vendors must be reasonable in designating information as confidential. If any information is marked as proprietary in the response, such information will not be made available until the affected vendor has been given an opportunity to seek a court injunction against the requested disclosure.