

## REQUEST FOR PROPOSALS (RFP)

### Ongoing Maintenance for Global Forest Watch (GFW) Flagship Website

## SUMMARY OF PROCUREMENT

The World Resources Institute (WRI) intends to award a **reimbursable contract** for ongoing maintenance tasks related to the Global Forest Watch (GFW) flagship website, an open-source web application that enables near real-time monitoring of global forests.

Proposals must be submitted by September 29, 2022. Additional details are provided below. Work is expected to be completed between October 3, 2022 and September 29, 2023.

### About the World Resources Institute (WRI)

Founded in 1982, WRI is a global environmental think tank that goes beyond research to put ideas into action. WRI works with governments, companies, and civil society to build solutions to urgent environmental challenges. WRI's ideas protect the earth and promote development because sustainability is essential to meeting human needs and fulfilling human aspirations in the future.

### About Global Forest Watch (GFW)

GFW is an online platform that provides data and tools for monitoring forests. By harnessing cutting-edge technology, GFW allows anyone to access near real-time information about where and how forests are changing around the world. The GFW platform is composed of the following:

#### Applications

- **GFW Flagship** is a web application that enables near real-time monitoring of global forests. Users can explore hundreds of spatial datasets related to forest change in a dynamic web map, view summary statistics with interactive dashboards, and subscribe to near-real time deforestation and fire alerts for custom areas of interest. It is built primarily with Nextjs, React, Redux, and Mapbox.  
*Website:* [globalforestwatch.org](https://globalforestwatch.org)  
*GitHub repository:* [github.com/Vizzuality/gfw](https://github.com/Vizzuality/gfw)
- **Forest Watcher** is a mobile and web application that allows for offline access to certain GFW datasets which are helpful for on-the-ground forest monitoring. Users can download deforestation and fire alerts to their mobile device, trace their route to alert locations, and complete an in-app form to document field investigations. FW Mobile is built with React Native and Mapbox, while FW Desktop is built primarily with Node.js and React.  
*Website:* [forestwatcher.globalforestwatch.org](https://forestwatcher.globalforestwatch.org)  
*GitHub repository (mobile and web):* [github.com/forest-watcher](https://github.com/forest-watcher)
- **Map Builder** is an ArcGIS Configurable App template that allows users to combine their own data with GFW datasets and analysis. Like other Configurable App templates, Map Builder is built primarily with the ArcGIS JavaScript API and is most easily accessible via ArcGIS Online.

Website: [globalforestwatch.org/mapbuilder](https://globalforestwatch.org/mapbuilder)

GitHub repository: [github.com/wri/gfw-mapbuilder](https://github.com/wri/gfw-mapbuilder)

- **GFW Pro** is a web application that provides large organizations with a secure environment to analyze high volumes of proprietary areas of interest for forest deforestation by various landcover categories. GFW Pro is built primarily with Node.js, React, Redux, and the ArcGIS JavaScript API.

Website: [pro.globalforestwatch.org](https://pro.globalforestwatch.org)

### Application Programming Interfaces (API)

- **GFW Data API** provides access to GFW-maintained data and analysis services and powers all the applications on the GFW platform. In general terms, it is composed of four main pieces: dataset metadata, tile caches, analysis services, and downloads. It is built with PostgreSQL and several AWS technologies.

Website: [data-api.globalforestwatch.org](https://data-api.globalforestwatch.org)

GitHub repository: [github.com/wri/gfw-data-api](https://github.com/wri/gfw-data-api)

- **Resource Watch (RW) API** provides a set of common back-end services used to power most applications on the GFW platform as well as others maintained by WRI. GFW applications primarily use the RW API for its user management services, which allow users to keep the same login credentials cross multiple GFW products. This common login system (“MyGFW”) is used in conjunction with the GFW Data API to allow users to create and manage custom areas of interest and deforestation/fire alert subscriptions. The RW API makes use of a “microservice” infrastructure that allows users to develop custom logic to interact with the API’s services.

Website: [api.resourcewatch.org](https://api.resourcewatch.org)

GitHub repository: [github.com/resource-watch](https://github.com/resource-watch)

## SCOPE OF WORK

WRI will reimburse the selected vendor on an hourly basis up to \$75,000 for the following tasks:

- **Dataset upkeep:** Support adding and updating datasets on the flagship website, such as annual tree cover loss, emerging hotspots, and various country specific datasets.
- **Small front-end updates:** Implement minor changes to front-end components, including edits to tooltip content, label placement, position/functionality of existing controls (e.g., buttons, toggles, select boxes), modal behavior, and other related UI/UX items.
- **Bug fixes:** Investigate reported bugs and implement fixes to address them.
- **General troubleshooting and support requests:** Support efforts to troubleshoot issues related to any of the various platforms that contribute to maintaining the flagship website, including Transifex, Google Analytics, Spark Post, Crazy Egg, WordPress, and others.
- **Other miscellaneous maintenance-related tasks:** Complete other miscellaneous tasks to keep the site up-to-date and running smoothly.

WRI requests that the selected vendor reserve capacity to respond in a timely manner to maintenance requests, especially when requests are urgent. In your proposal, please explain your approach to regularly completing ongoing maintenance tasks alongside other development work (e.g., new feature work).

## TIMING

Table 1 outlines important project milestones and associated dates:

*Table 1: Project Milestones and Dates*

Milestone	Date
Proposal Question Deadline	September 22, 2022
Proposal Submission Deadline	September 29, 2022
Vendor Selection	September 30, 2022
Project Start Date	October 3, 2022
Project End Date	September 29, 2023

Once a vendor is selected, they will work with WRI to develop a more detailed workplan for delivering the services outlined in the scope of work.

## BUDGET & INVOICING

The services outlined in this request will be provided on a **cost reimbursable** basis. The contract amount will be a maximum of \$75,000.

In addition, vendors should note the following:

- **Invoice requirements:** When work has commenced, all invoices must be **submitted monthly** and include the following:
  - *Itemized list of tasks completed*
    - *Fires-related tasks separated and marked (WRI will provide guidance on which tasks are fires-related ahead of invoicing)*
  - *Total hours of effort and billed amount for each task*
- **Proposal development costs:** No Proposal development costs shall be charged to WRI—all expenses are to be borne by the bidders. WRI may award to the bidder offering best value without discussions (see Evaluation and Selection below for more details). However, WRI reserves the right to seek bidder clarifications and to negotiate with those bidders deemed to be within a competitive range. WRI may, at its discretion and without explanation to the prospective vendors choose to discontinue this RFP without obligation to such prospective vendors or make multiple awards under this RFP.
- **Tax-Exemption:** Please note that WRI is an IRS-registered 501(c)3, tax-exempt organization. WRI is not VAT exempt. All prices should include VAT and tax, as applicable.

## GUIDELINES FOR SUBMISSION

### Eligibility

We welcome proposals from vendors that meet the following requirements:

- Have experience processing, analyzing, and visualizing large geospatial data and building map-based, data-driven applications
- Have experience doing similar mission-driven work with social sector clients
- Can demonstrate capacity in the following areas: discovery and strategy, design, front-end and back-end development, and learning and testing

Potential vendors will be excluded from participation in this procurement if:

1. they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations.
2. they or persons having powers of representation, decision-making or control over them have been convicted of an offence concerning their professional conduct by a final judgement;
3. they have been guilty of grave professional misconduct; proven by any means which WRI can justify;
4. they have not fulfilled obligations relating to the payment of social security contributions or taxes in accordance with the legal provisions of the country in which they are established, or with those of a country in which WRI has an office or those of the country where the contract is to be performed;
5. they or persons having powers of representation, decision-making or control over them have been convicted for fraud, corruption, involvement in a criminal organization or money laundering by a final judgement;
6. they make use of child labor or forced labor and/or practice discrimination, and/or do not respect the right to freedom of association and the right to organize and engage in collective bargaining pursuant to the core conventions of the International Labor Organization (ILO).

### Deadline for Questions

All questions about this RFP must be received via email to the contact listed below by **September 22, 2021**.

### Proposal Content

Vendors are required to include the following elements in their proposals:

- **Cover letter:** Maximum of one-page briefly stating the vendor's interest and contact information.
- **Relevant Experience:** Examples of and references for similar work completed in the past.
- **Approach:** Clear description of the approach that will be used to complete the services outlined in the scope of work. Please include details about work planning, communication, and any anticipated challenges related to delivering on maintenance tasks.
- **Hourly rate:** Provide an hourly rate to be charged throughout the life of the contract.
- A written statement confirming that you meet all the Eligibility criteria

## Submission and Contact person

All proposals must be sent by **September 29, 2021** in electronic format to:

Teresa Schofield  
Product Manager, Global Forest Watch  
Teresa.Schofield@wri.org

## EVALUATION AND SELECTION

The following elements will be the primary considerations in evaluating all proposals submitted in response to this RFP:

- Completion of all required elements outlined in the “Guidelines for Submission” section of this RFP
- Familiarity with the GFW flagship website, Data API, and RW API preferred but not required
- Experience with relevant technology
- Experience with similar projects

The bidder selected is at the sole discretion of WRI and will be based on a variety of factors, including price and non-price aspects of the response.

As noted above, WRI may, at its discretion and without explanation to the prospective vendors choose to discontinue this RFP without obligation to such prospective vendors or make multiple awards under this RFP.