

Request for Proposals - Contract work for creating narrative metadata for Russian datasets

Project Summary

The [Alaska Ocean Observing System](#) (AOOS) is working with World Wildlife Fund US Arctic Program and WWF Russia to integrate Russian data and information into the AOOS [Ocean Data Explorer](#) (ODE). AOOS is making these data and information discoverable and accessible to the public through the AOOS ODE and the associated tools and applications. To make these datasets more informative, narrative metadata (i.e., descriptions of each dataset) is needed.

This project is Funded by the Department of the Interior and as such is subject to Procurement Guidelines as is required by 2 CFR 200.320 and subject fair and competitive business practices.

About AOOS

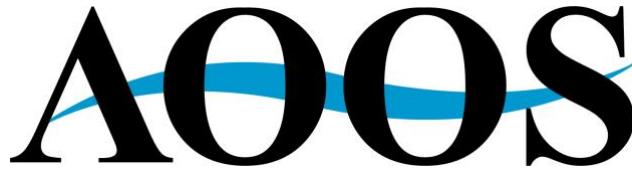
AOOS is one of 11 regional systems across the US coast that represent NOAA's Integrated Ocean Observing System (IOOS), a national-regional partnership working to use ocean data and information products in innovative ways to improve maritime safety, enhance the economy, and protect our environment. The data are available in real time, near-real time, or retrospectively. Easier and better access to this information is improving our ability to understand and predict coastal events such as storms, wave heights, sea levels, and ecosystem change. Such knowledge is needed for everything from blue economy businesses such as commercial fishing and aquaculture to subsistence use to coastal planning.

AOOS Mission

AOOS works collaboratively to identify and fill gaps in ocean information and provide accurate and reliable data, applications and services for decision making.

Goals of this project

The goal of this project is to have narrative metadata for about 100 environmental datasets in the Bering and Chukchi Seas that are being provided to AOOS by WWF Russia. These datasets will be displayed on the AOOS [Ocean Data Explorer](#) along with visualizations of the data (created under a separate project contract). The narrative metadata will provide users information about the data they are viewing, and improve discoverability of the datasets.

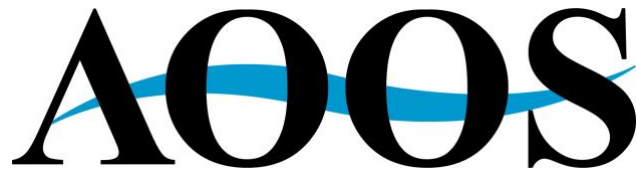


Deliverables

The contractor will provide narrative metadata for about 100 environmental datasets in the Bering and Chukchi Seas.

Project Details

- The datasets for this project includes ~100 datasets provided to AOOS by WWF Russia
 - Examples of the datasets include distributions/concentrations of zooplankton, seabirds (~12 species), fish (~15 species), and marine mammal species (~13 species); regulatory and administrative boundaries (~5 datasets); infrastructure locations such as airports, ports, emergency response equipment (~15 datasets); areas of protection/conservation (~15 data layers); oceanographic parameters (~5 datasets), etc.
- Source(s) for metadata - Many of the datasets are described in the publication [“Ecosystems of the Bering Strait and Factors of Anthropogenic Impact”](#) (WWF Russia, 2019) which can be used as a basis for the narrative metadata. Some datasets may be described in other reports (up to 10 additional reports). A few datasets are described only in Russian and may require working with a translator (provided by AOOS under separate funding) to create the narrative in English.
- The contractor will be expected to use the source materials to write narratives for each of the datasets. A template for the information required will be provided by AOOS.
- The contractor will be expected to meet with the AOOS Project Manager and our data contractor, Axiom Data Science, at the initiation of the project to develop a workplan.
- The contractor will be expected to communicate via email with the AOOS Project Manager regularly (at least bi-weekly) to update on progress, review drafts of the narratives, resolve issues, etc.
- A first subset of the narrative metadata (e.g., 10 datasets) will be due within one month of initiation of the contract for review by the AOOS Project Manager. The AOOS Project Manager will provide a review of this first deliverable within 10 days to ensure the scope of work has been met for this and subsequent datasets. A timeline for delivering additional subsets will be discussed at contract initiation, but will be at least monthly.



Budget

AOOS expects that this contract will be under \$10k.

Vendor Selection Criteria

- Scientific background (B.S. in biology or environmental science related field)
- Proficient with Word, Excel and other Office software
- Experience with scientific writing (e.g., scientific communication for general audiences and/or peer-reviewed publications)
- Familiarity with GIS or other geospatial software is preferred
- Russian language proficiency is preferred, but not required
- Budget and budget justification. AOOS expects this contract will be under \$10k.
- Must be able to provide a DUNS number (Federal contractor), valid business license, W9, and be in Good Standing in the Alaska Corporations Database (or other applicable state website).
- Potential vendors may be requested to submit a Certificate of Insurance (COI) at \$1 million in Commercial General Liability, Workers' Compensation, Professional Liability, Business Auto. COI's will also be required to contain a Waiver of Subrogation that waives all rights of subrogation in favor of AOOS at 1007 W. 3rd Avenue, Suite 100, Anchorage, Alaska 99501.
- Provide communication if you are considered by the SBAC any of the following - Small Business, Minority Owned, Women's, or Indigenously affiliated.

Proposed Timeline

Proposals are due no later than 5pm AK time on February 4, 2022. AOOS will review proposals and make a decision by February 11, 2022.

We expect this project to be completed before May 1, 2022. Changes to the schedule may be negotiated between the contractor and AOOS Project Manager.

Contact Information

Please direct all responses to this RFP and/or any questions to:

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