



U.S. DEPARTMENT OF COMMERCE
National Oceanic and Atmospheric Administration
NATIONAL OCEAN SERVICE
NATIONAL MARINE SANCTUARY PROGRAM
Florida Keys National Marine Sanctuary
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Public Notice

Posted on: **May 3, 2005**

PART: U.S. GOVERNMENT PROCUREMENTS

SUBPART: **2512 Studies, Analyses, and Evaluations**

CLASSCOD: **Advisory and Assistance Services (251x)**

OFFADD: U.S. DEPARTMENT OF COMMERCE, NOAA, National Ocean Service,
National Marine Sanctuary Program, Florida Keys National Marine Sanctuary, PO
Box 500368, Marathon, FL 33050

SUBJECT: **Assess the GIS capabilities of the Region.**

SOL: **Purchase Order**

POC: Patti Hartsing, Administrative Management Assistant, (305) 743.2437 ext. 23

DESC

The contractor will work with the National Marine Sanctuary Program Acting Superintendent for the South East, Gulf of Mexico and Caribbean Region and staff at Florida Keys National Marine Sanctuary, Flower Garden Banks National Marine Sanctuary and Gray's Reef National Marine Sanctuary to perform the following tasks (listed below) related to the efforts to assess the GIS capabilities of the Region and define a strategy as to how to proceed in the future:

Task 1: Assist with the identification and recruitment of small number (10-12) of GIS experts and/or GIS data set managers in the Region to participate in a workshop. The focus of the workshop will be 1) to identify GIS datasets and information layers developed or in development through-out the South East, Gulf of Mexico and Caribbean Region focused on coastal and marine environments 3) attempt to assess areas of information overlap or gap and 3) identify opportunities for the Region to facilitate addressing any potential gap areas. Workshop attendees will be asked to help identify what datasets are known to be already available or under development in the Region.

Task 2: Prepare a workshop report to be used as proceedings of the workshop identified in Task 1. This report will include an assessment of the on-going GIS activities in the region with a close investigation existing and pending data sets, data owners and formats, as well as products being produced. A draft report of the information developed will be made available to participants of the workshop for review and comment prior to finalization.

Task 3: Assist with the organization and facilitation of a GIS workshop identified in Task 1. Contractor will work closely with FKNMS staff to coordinate travel for speakers, and facility rental.

Task 4: Travel to assist with facilitation and organization of the workshop identified in Task 1 at a centralized location within the Region to be determined by the Acting Region Superintendent.

Contractor will invoice the Florida Keys National Marine Sanctuary on a monthly basis.

Selection Criteria:

1. Knowledge of Geographic Information Systems (GIS) technology, software, trends and techniques;
2. Skill in translation of technical information into lay language;
3. Skill in database development;
4. Skill in workshop facilitation and coordination ideally on technical or scientific topics;
5. Ability to interact with a broad range of entities;
6. Skill in written and oral communications;
7. Skill in information development, synthesis and integration;
8. Ability to work independently;

Information for vendor:

NOAA / Florida Keys National Marine Sanctuary staff will provide contract related training when necessary. The contractor will provide all equipment necessary to perform the tasks described above with the exception of a GIS computer which will be provided to the contractor for use on this project and will revert to the government upon completion of the project. If travel is required, the contractor will be financially responsible for the trip and may be billed as a separate line item in the contract. There are no benefits and the contractor is responsible for payroll taxes and insurance including medical. The contractor shall not be deemed a Federal employee for any purposes including Federal Tort Claims Act and Federal Employee Compensation Act purposes.

Payments will be made via electronic funds transfer (EFT), required information for EFT is complete name, address, social security number or tax ID number and financial institution information. The required Vendor Profile Form may be obtained from http://www.rdc.noaa.gov/~casc/acquisitions/acq_index.htm .

Vendor must provide a DUNS number (<http://www.dnb.com/us/>) and register with the Central Contractors Registration (<http://www.ccr.gov/>) to further qualify for this contract.

Mail or fax resume to the

Florida Keys National Marine Sanctuary, Patti Hartsing PO Box 500368 Marathon, FL 33050.

Resumes must be received by close of business May 24, 2005.

This notice may be removed after May 24, 2005 (return to Patti Hartsing)

Posted at FKNMS Offices (Key Largo, Marathon, Key West)