



Atlanta Regional Commission

## **REQUEST FOR PROPOSALS**

### **Programming/Coding Services and Technical Assistance On Demand for Neighborhood Nexus Program**

The Atlanta Regional Commission (ARC) is seeking proposals from firms or teams of firms with knowledge and experience in full stack application development using a variety of languages, frameworks, libraries, and packages to help support ARC's Neighborhood Nexus program. This will include a variety of client-determined projects. Because these projects aren't yet defined, the Scope of Services for the work is attached as Exhibit A and provides some examples of what these projects might entail as well as the level of effort that may be required.

Neighborhood Nexus is a program of ARC that provides custom insights to non-profits on a fee-for-service basis. Some of these engagements will require custom application design and development for data analysis and visualization based on client needs. These will be processed on a case-by-case basis and will require separate contracting processes as the need arises. Work activities may include full stack application development. Neighborhood Nexus projects are dependent upon funding availability and work activities defined through the Neighborhood Nexus work program. It is anticipated that the fund available for this project will not exceed \$150,000.

We are seeking firms to submit their qualifications for full-stack application development services. See below for the types of languages, frameworks, libraries and packages we are seeking. ARC reserves the right to select a single firm or team to conduct both components or to select different firms or teams for each component. Successful firms or teams of firms should be able to demonstrate extensive experience in the design and development of highly customizable map-based data visualization applications and/or the conducting of complex analyses on large datasets.

Specific technical knowledge of the following is required:

- Languages
  - HTML
  - CSS
  - JavaScript
  - Python
  - R
- Frameworks and Libraries
  - Node
  - React
  - Express
  - Mongoose
  - Passport
  - Turf
  - Leaflet
  - MapBox
  - ReCharts
  - D3
  - Semantic UI
  - Material UI
- Databases
  - MongoDB (and associated JavaScript libraries)
  - SQL (and associated JavaScript libraries)
- Other
  - Git and GitHub
  - Heroku
  - AWS
  - Google API
  - ArcPro

ARC intends to award one contract through December 31, 2023 with the option of one one-year renewals through 2024 pending satisfactory performance and continued funding through the Neighborhood Nexus program. This will be contingent upon Neighborhood Nexus service needs and specific scope and budget will be agreed upon prior to receiving a Notice to Proceed for the specific activity under. ARC reserves the right to award all or part of the available funds for this project.

ARC anticipates that a contract (or contracts) will be awarded in October 2022, with the requirements that all work be completed by December 31, 2023. All references to years in this RFP are to calendar years beginning January 1 and ending December 31, unless otherwise noted. The successful Consultant should be prepared to begin work immediately upon receipt contract execution. The scope for 2024 will comprise tasks similar in nature to those components awarded in 2022 and will use those deliverables as a foundation for continuous improvement of ARC's data visualization and mapping needs.

Interested firms should submit a proposal that addresses the requirements listed below and the Scope of Services in Exhibit A.

Proposals must include the following to be considered responsive:

1. Name of lead firm and any sub-consultants.
2. Point of contact (name, title, phone number, mailing address, and email address) at lead firm.
3. Affirmative statement regarding which component(s) of the work scope is/are being pursued.
4. Description of relevant experience on projects of this type.
5. Qualifications and technical competence of consultant/or sub-consultants in the type of work required.
6. Description of experience on similar projects including a list of at least 3 references within the past 5 years, with current contact information.
7. Listing of key project personnel and their qualifications.

8. Geographic location of the consultant's office performing the work.
9. A detailed description of the technical approach proposed for accomplishment of the work.
10. A proposed schedule and work plan for the accomplishment of the work described in Exhibit A. The work plan should include estimated lump sum cost for each task identified in Exhibit A.
11. A price summary for labor rates.
12. Completed contacts forms in Exhibit D.
13. Any other pertinent information.

The review of written proposals will be based on the following evaluation criteria, with the relative weights in parentheses:

1. Related experience and qualifications of the firm or project team (40%)
2. Technical approach, including the appropriateness and creativity of proposed approach to the work scope (40%)
3. Knowledge of public policy and non-profit service delivery models (10%)
4. Project budget (10%)

It is the policy of ARC that Disadvantaged Business Enterprises (DBEs) (49 CFR Part 26) have the maximum opportunity to participate, either as contractors or as subcontractors, in the performance of Commission contracts to the extent practical and consistent with the efficient performance of the contract. ARC's current DBE goal is 17.61%. Information regarding ARC's DBE Program can be found at [www.atlantaregional.com/about-us/business-opportunities](http://www.atlantaregional.com/about-us/business-opportunities).

Additional information should not be required to respond to this RFP. However, technical questions should be submitted in writing to Mike Carnathan no later than 4:00 pm on September 28, 2022. Written questions should be mailed to the address provided above or submitted by email to [mcarnathan@atlantaregional.com](mailto:mcarnathan@atlantaregional.com). All questions received, and responses to those questions, will be posted on the ARC website by 4:00 pm on Friday, September 29, 2022.

Firms or teams of firms must respond to this RFP with hardcopy and electronic versions of their proposals in either Microsoft Word compatible format or a PDF file. Proposal evaluation will focus initially on the written proposals. Should it be determined that interviews are required, a “short list” of firms will be selected from the proposals received.

ARC must receive three (3) hard copies and one (1) copy in digital format, either in Microsoft Word or PDF format, **no later than 4:00 pm ET on October 14, 2022.**

Proposals shall not exceed a total of 10 pages (8.5 x 11), single-sided, inclusive of resumes and firm experience. Proposals may be printed double-sided, but still must not exceed the 10-page single-sided maximum length of content. Covers, end sheets, budget exhibits, DBE documentation, and an introductory letter shall not count against this maximum. Font size shall be a minimum of 10 point in all cases. Proposals must be submitted to the following address:

Atlanta Regional Commission  
ATTN: Mike Carnathan  
229 Peachtree St, Suite 100  
Atlanta, Georgia 30303

If interviews are necessary, the short-listed firms will be invited to participate in an interview process with an evaluation committee, to be scheduled between October 3-7, 2022 (tentative). ARC will confirm a specific interview date and time with short-listed firms by October 10, 2022 (tentative). ARC reserves the right to award this contract based on initial proposals received without formal interviews and to award all or part of this project to one or more firms.

#### **PROPRIETARY CLAUSE?**

#### **CONFIDENTIALITY AND CONFLICT OF INTEREST**

ARC is subject to the Georgia Open Records law. All proposals submitted will become public records to be provided upon request. Any information containing trade secrets or proprietary information, as defined by state law, must be marked as confidential to prevent disclosure. Confidential markings must be limited to the protected information. Entire proposals marked confidential will not be honored. Additionally, conflicts of interest are governed by the ARC Standards of Ethical Conduct available here: [Standards of Ethical Conduct](#). Respondents must disclose any potential conflicts of interest that may arise from the provision of services described herein. Such disclosure should include the name of individual(s) with whom there is a conflict, any relevant facts to the potential conflict, and a description of the internal controls proposed to mitigate any such conflict. ARC's Staff Legal Counsel will determine whether such disclosure presents a potential organizational conflict of interest that should preclude award to the respondent.

## **EXHIBIT A SCOPE OF SERVICES**

### **I. General:**

The work to be accomplished by the Consultant is in support of the following ARC work program component:

Cost Center: 201CN- Neighborhood Nexus

### **II. Work Tasks:**

Below are examples of the types of projects Neighborhood Nexus regularly performs. These are not specific tasks.

## **COMPONENT 2- NEIGHBORHOOD NEXUS**

### **TASK 2A:**

Neighborhood Nexus routinely contracts with external clients to build customized data visualizations. It is anticipated that full-stack application development and other web services will be needed as additional funding becomes available from the Neighborhood Nexus program. These tasks will be enumerated based on conversations with individual clients and will be processed as separate contracting processes. Neighborhood Nexus service needs and specific scope and budget will be agreed upon prior to receiving a Notice to Proceed for the specific activity. Examples of types of projects are below:

#### ***Get Georgia Reading Campaign and Georgia Early Education Alliance for Ready Students (GEEARS):***

Technical skills needed include Tableau, full-stack development and knowledge of [DataNexus](#), and ESRI's ArcGIS Online.

- <https://getgeorgiareading.org/data/find-data/>

### ***HouseATL***

This will include building data integration from multiple sources to feed a data management console as well as a front-facing mapping and dashboarding functionality. It also requires knowledge of housing policy, particularly as it pertains to Low Income Housing Tax Credit programs

- <https://houseatl.org/> (No public facing visualization tool as of yet)

### ***Learn4Life***

This is a local education collaborative and requires advanced knowledge of Tableau and mapping principles.

- <https://l4lmetroatlanta.org/data/#anchoroverview>



**EXHIBIT A**  
**PRICE SUMMARY**

<b>POSITION/STAFF</b>	<b>LABOR RATE</b>

**EXHIBIT E**  
**CONTRACT FORMS**