REQUEST FOR PROPOSAL

Cloud Hosting Services

PROPOSALS MUST BE RECEIVED

NO LATER THAN 4:30 P.M., CST, August 21, 2020

GREAT LAKES INDIAN FISH & WILDLIFE COMMISSION
P.O. BOX 9
72682 MAPLE STREET
ODANAH, WI 54861
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The Great Lakes Indian Fish & Wildlife Commission (GLIFWC) is requesting proposals for cloud hosting services. Hosting services should include patching and updates, redundancy, backups and disaster recovery support.

Proposals are required to follow the exact order as provided in the RFP document so that all proposals can be evaluated on an equal and timely basis.

GLIFWC reserves the right to reject, in whole or in part, any and all proposals; to waive any technical deficiencies in the proposals; to accept the proposal and award final contract to the responsible offeror determined to be the most advantageous to GLIFWC. This solicitation may be canceled if doing so is determined to be in the best interests of GLIFWC.

All Proposals must be received by 4:30 p.m. CST August 21, 2020. Actual receipt is required by that time, deposit in the mail is not sufficient.

Proposals shall remain firm once submitted and may not be withdrawn for a period of ninety (90) days.

Timeframe for completion of project to be no later than 45 days from date of signed contract.

II. Instructions

A. Responsibility

It is the responsibility of all proposers to carefully read the entire Request for Proposal (RFP) which contains provisions applicable to successful submission and completion of a proposal. If you discover any ambiguity, inconsistency or error in the RFP, you must notify Dara Unglaube, Great Lakes Indian Fish & Wildlife Commission, at dara@glifwc.org. Only interpretations or corrections of the RFP made in writing by GLIFWC are binding. You shall not rely on interpretations or corrections made in any other way. All requests for interpretations or corrections must be received by GLIFWC no later than ten days prior to the deadline for submitting proposals. Request for interpretations and responses will be sent to all vendors obtaining the proposal documents.

B. Submission of Proposals

1. Each firm is required to provide their proposal in the following manner:
   a. One (1) electronic copy of the proposal, that is PC readable, labeled and is not password protected.

2. The proposal must be received by GLIFWC by 4:30 p.m. CST on August 21, 2020.

3. Electronic copies must be sent to: dara@glifwc.org

C. Format Requirements

Proposals must follow the format shown in Section VI and contain:
1. Information requested in Section III and V of this RFP. Responses must be labeled by section and subsection to correspond with the related area of the RFP.
2. A complete description of the services being proposed. Provide itemized and total cost of those services.

D. Content Screening
Proposals will be screened to ensure that format and content requirements have been complied with and that proposer references have been included.

E. Oral Presentations
Based on our initial evaluation of the proposals received, GLIFWC reserves the right to request an oral presentation and demonstration by the proposer. Proposers shall be prepared to discuss/demonstrate all aspects of their proposal in detail.

F. Cost Liability
GLIFWC assumes no responsibility and bears no liability for any costs incurred in responding to this RFP or in any presentation.

G. Acceptance and Rejection of Proposals
GLIFWC reserves the right to accept any or all proposals, to accept or reject any or all the items in the proposal and to award the Contract, in whole or in part, as deemed to be in the best interest of GLIFWC. GLIFWC reserves the right to negotiate with any Consultant if such action is deemed to be in the best interest of GLIFWC.

H. Restrictions of Proposals
Any restrictions on the use of the information in the proposal based upon confidentiality of information, proprietary interests, trade secrets, copyrighted information, or similar basis shall be clearly stated in the proposal. All proposals become the property of GLIFWC.

I. Sample Products
1. Any samples or demonstrations of products available or completed in previous projects may be submitted.
2. Samples may be used to evaluate requirements of the expected product.
3. All sample products will become the property of GLIFWC and will not be returned.

III. Proposal Requirements
A. Management Summary
Provide a synopsis of the proposal. The synopsis shall contain a brief statement of the features of the proposal. It should include an overall cost summary and general recommendations and conclusions.
B. Corporate Data
1. Furnish a detailed background of your company's experience providing these services.
2. Provide a brief description of your company's (the “Respondent”) history. Indicate the number of years the entity has been in business, the ownership of the company, number of employees and locations. Identify other software and hardware businesses or managed services with the same ownership.
3. Provide a detailed overview of any products you are recommending to address this RFP. Include links to demo videos and screen captures that may be accessible on the Internet.

C. Contact Person
Provide the name and phone number of the person to whom GLIFWC staff should address questions about the proposal.

D. References
Provide at least three (3) customer references with whom you have contracted or for whom you have performed similar services.

E. Proposer Terms and Costs
1. Offeror will state the expiration date of their proposal.
2. Billing procedures and effective terms will be mutually arranged upon acceptance of the proposal of the successful offeror.
3. Respondents must provide itemized and total cost of proposed services.

IV. Current Situation
A. Organizational Background
Formed in 1984, Great Lakes Indian Fish & Wildlife Commission is an agency of eleven Ojibwe nations in Minnesota, Wisconsin, and Michigan, who retain off reservation treaty rights to hunt, fish, and gather in treaty-ceded lands. It exercises powers delegated by its member tribes.

GLIFWC assists its member bands in implementing off-reservation harvest seasons and in the protection of treaty rights and natural resources. GLIFWC provides natural resource management expertise, conservation enforcement, legal and policy analysis, and public information services.

All member tribes retained hunting, fishing and gathering rights in treaties with the U.S. government, including the 1836, 1837, 1842, and 1854 Treaties.

GLIFWC's Board of Commissioners, comprised of a representative from each member tribe, provides the direction and policy for the organization. GLIFWC has two standing committees the Voigt Intertribal Task Force (VITF) and the Great Lakes Indian Fisheries Committee. The VITF was formed following the 1983 Voigt decision and makes recommendations regarding the management of the fishery in inland lakes and wild game and wild plants in the 1837 and 1842
treaty-ceded territories. The Lakes Committee addresses matters pertaining to the management of the Lake Superior fishery and related issues.

GLIFWC’s main office is located on the Bad River reservation, just east of Ashland, Wisconsin. Satellite offices include a fiber optic connected Planning & Development Office in Odanah in addition to two staff who work in Madison, and enforcement personnel stationed throughout the ceded territory. GLIFWC’s work is divided among the divisions of Administration, Biological Services, Enforcement, Intergovernmental Affairs, Development and Planning, and Public Information.

GLIFWC maintains about 75 full time staff, adding temporary personnel based on the season’s demands, such as during the spring spearing and netting season.

B. Current Systems
GLIFWC’s existing geospatial application server stack is currently housed on-premise on aging primary and replication servers.

C. Application Software
GLIFWC plans on running current versions of the applications listed below on the hosting services:

- Apache
- PostgreSQL
- PostGIS extension for PostgreSQL
- PHP
- Mapserver
- GeoMoose
- Openlayers
- GeoServer
- GeoNetwork
- Drupal
- KoboToolbox
- R – statistics package

V. Desired Outcome and Requirements
A. Objective
GLIFWC is requesting proposals for an independent and non-product affiliated information technology consultant to provide hosting services including patching and server updates, redundancy, backups and disaster recovery support. Proposals should include an Ubuntu Linux server with specs as indicated in this RFP, and also a Windows 10 VM on a connected internal network with the web/app server for management.

Hosting Services:

- 6 CPUs (and cost per additional CPU)
- 40GB RAM
- 1.256 TB Dedicated Storage (and cost per additional 250 Gb of storage)
- Disaster Recovery Storage
- 500Mbps Dual-Homes/Blended BGP Internet Circuit
- Windows 10 OS Licensing
- Backup Recovery and any appropriate licenses
- Static IPv4 address

B. Project Scope
   Indicate work involved, methods, procedures or partners to be used to successfully complete the project.

VI. Response Format
A. All proposals should be in this format:
   1. Management Summary
   2. Corporate Data
   3. Contact Person
   4. References
   5. Proposer Terms and Costs
   6. Response to Section V