

Request for Proposal: GIS Services Contractor

Overview:

The Northern Rhode Island Conservation District (NRICD) is a quasi-public organization, established by state statute, that is dedicated to conserving the natural resources of Providence County, RI, including but not limited to soil, air, water, and wildlife. We work with cities, towns, the state and federal governments, and private landowners to encourage and implement best management practices that benefit the soil health, water quality, and other ecosystem services of Rhode Island. Our technical staff work one-on-one with farmers and forest managers to manage healthy and productive landscapes, and our education staff visits schools and hosts public workshops that emphasize the important role that Rhode Islander's play in their ecosystem. The populace that we work with is diverse and growing; our stakeholders speak a multitude of languages and have a variety of communication preferences. Our stakeholders also include rural producers who may prefer traditional methods of communication and be less comfortable with online information.

Overview:

NRICD is seeking a contractor to create an interactive GIS mapping tool that allows farmers and growers seeking land in Rhode Island to evaluate potential parcels for agricultural viability. Farmland seekers will be able to utilize this map to identify land for lease or sale, community collaboratives, and/or potential farmland not yet ready to farm. This map will also be utilized by staff and partner service providers to help these farmland seekers—Farmers should be able to easily toggle through various layers such as soil type, hydrology, wellheads, topography, land use, structures, lot lines, parcel data, access to public transportation, distance to schools and other community features of interest.

The mapping tool should be easily understood and used by growers with limited literacy skills and/or science background. It should have an eye-catching design and integrate well with the NRICD website on which it will be housed.

The final mapping tool should have the capability of being edited by multiple users as necessary to add or update mapping layers.

Qualifications:

The ideal contractor:

- Is proficient in ArcGIS Online or another GIS program and has experience making mapping tools that are easily used by members of the public who do not have GIS experience,
- Has experience with agriculture, such as gained by living or working on a farm or community garden, and/or environmental science experience, such as an undergraduate or graduate degree in environmental science or like study,
- Is comfortable working with a team of agriculture and conservation professionals who will guide the vision of the project,
- Is responsive to communication by phone as well as text and email,
- Has a computer that is able to run ArcGIS Online software (a license will be provided by NRICD if needed),
- Will be able to complete a first draft of the mapping tool by December 1, 2026.

The contractor will:

- Participate in a kickoff meeting and biweekly Zoom meetings to check in regarding the progress of the project. These meetings can be scheduled around the contractor's schedule.
- Provide a first draft of the project by December 1, 2026, and incorporate any needed comments from the project team by January 15, 2027.
- Communicate with the NRICD webmaster and web design firm as necessary to ensure that the map is properly incorporated into the NRICD website. NRICD is currently working to revamp the website and the map will be incorporated into the updated website.
- Provide a W9 to NRICD upon signing of the contract
- Completion Expectation:

Compensation:

- The contractor will provide monthly itemized invoices for work completed. The maximum total compensation for this project is \$15,000 (subject to project funding)
- The contractor is not an employee of NRICD, and no benefits will be offered. The contractor will receive a Form 1099 from NRICD at the end of the calendar year.

Qualifications

- The contractor should have experience completing similar projects, and should expect to share these projects with the search committee.
- There is no minimum education requirement. GIS experience, courses, and certifications is preferred and may be considered in the decision process. Current students with relevant skills are welcome to apply.
- The ideal contractor would have either lived experience or educational experience with agriculture and/or environmental science.
- The ideal contractor is located in Rhode Island and/or is familiar with the agriculture community in Rhode Island.

Selection Process

A cover letter and proposal, including a resume of key staff and three references familiar with previous GIS work of the contractor and/or firm, should be submitted by email to Molly Allard, NRICD District Manager, at mallard.nricd@gmail.com by 5:00pm on August 14, 2026 . Please allow 48 business hours for receipt to be confirmed. Proposals will be reviewed and a proposal will be selected by August 28, 2026. NRICD reserves the right to accept or reject any or all portions of submitted proposals.

Funding for this project is provided by a grant from the National Institute Of Food and Agriculture and continued work on this project is contingent upon the continuation of this grant. The project may be cancelled by NRICD if funding is removed, and in which case the contractor will be paid for any work already completed at the time of cancellation.