



## REQUEST FOR PROPOSALS FOR A MARITIME CONSULTANT: CARGO TRACKING SYSTEM

JUNE 14, 2023

The Conference of Great Lakes St. Lawrence Governors & Premiers (GSGP) unites the chief executives from Illinois, Indiana, Michigan, Minnesota, New York, Ohio, Ontario, Pennsylvania, Québec, and Wisconsin. The Governors and Premiers work as equal partners to grow the region's \$6 trillion economy and protect the world's largest system of surface fresh water.

Completed in 2016, GSGP's maritime strategy is designed to double maritime trade, shrink the environmental footprint of the region's transportation network and support the region's industrial core. Since that time, significant progress has been made in achieving these goals. But, a major challenge remains in being able to estimate annual cargo flows through the Great Lakes St. Lawrence maritime transportation system. GSGP is inviting proposals from experienced consultants to support the development of a cargo flow tracking system for the Great Lakes and St. Lawrence maritime transportation system. The selected consultant will join a project team including GSGP staff and regional maritime leaders. **All proposals must be submitted by email to [gsgp@gsgp.org](mailto:gsgp@gsgp.org) by July 3, 2023.**

For more information on GSGP and its maritime initiative, visit:

<https://gsgp.org/>  
<https://gsgp.org/projects/maritime/overview/>

**GENERAL REQUIREMENTS:**

Contract duration: August 2023 – January 2024

The contract will be for US\$15,000. This amount represents all monies to be paid for services. As needed, the Conference will separately pay any travel costs subject to prior approval by the Conference's Executive Director.

**SCOPE OF SERVICES:**

The selected consultant will be responsible for developing the cargo flow tracking system alongside members of the GSGP maritime team and regional maritime leaders. Specifically, the consultant will oversee the following tasks:

1. Inventorying existing cargo flow data.
2. Designing and implementing a tracking system with the available data.
3. Identifying gaps in the data and recommending solutions to access this data for future iterations of the cargo tracking system.

**QUALIFICATIONS:**

GSGP is seeking an individual or firm with the following:

- Minimum 5 years of experience in maritime systems, data analytics or related fields.
- Experience leading teams composed of diverse stakeholders.
- Familiarity with the Great Lakes St. Lawrence region and understanding of its maritime cargo industry.
- Knowledge of data privacy and security regulations.
- All work will be done in English. Additional language skills in French would be advantageous.

## **ELEMENTS OF PROPOSAL:**

Submissions must include:

- Description of you/your business including:
  - General overview and years in business;
  - Number of full and part-time employees and consultants/contract employees by functional area (if not a solo practitioner); and,
  - Contact person for this RFP including mailing address, phone, and email.
- Individual's/organization's capabilities as they relate to overseeing and coordinating the development of a cargo flow tracking system.
- Provide examples of related work. Outline the key goals, objectives and outcomes. If other than a solo practitioner, indicate who from your organization was responsible for the project.
- Resumes for any and all individuals who would be working with GSGP. If other than a solo practitioner, clearly identify the person who will have primary responsibility for managing the project and the person who will be the primary day-to-day contact with the GSGP team.

## **EVALUATION CRITERIA AND SELECTION PROCESS:**

Proposals, excluding any resumes, should be no more than 10 pages including supporting exhibits. Materials exceeding this limit will not be considered. **All proposals must be submitted by email to [gsgp@gsgp.org](mailto:gsgp@gsgp.org) by July 3, 2023.**

Proposals will be evaluated based upon:

- Demonstrated ability to perform all required services;
- Relevant experience;
- Demonstrated results; and,
- Overall quality of the submission.

GSGP will conduct virtual interviews with finalists during the week of July 10 and notify the successful candidate or firm during the week of July 17. Work under contract will begin on August 1.

*No phone or email inquiries during the application or selection process.*