



## **The Open Group**

Apex Plaza, Forbury Road  
Reading, Berkshire RG1 1AX, UK  
Tel: +44- (0)118-950-8311  
Fax: +44-(0)118-950-0110

### **Request For Proposal (RFP):**

A ModelingTool for Collaborative Data Model Development within  
the Open Footprint™ Forum

The Open Group

**Version 1.0**



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## 1 Introduction

The Open Group issues this RFP to select a supplier to provide a Collaborative ModelingTool to support collaborative development and delivery of the Open Footprint™ Data Model.

The Open Group Open Footprint Forum members currently use multiple separate modelingtools to develop various data schemas and components of The Open Footprint Data Model. The Open Group is now seeking a Collaborative ModelingTool to provide similar modelingcapabilities in one tool that enables multiple members to simultaneously develop model components in a common environment, producing one model output that is version controlled, vs. many disjoint versions of the model that need to be manually merged.

For the Collaborative ModelingTool selected, we expect that usage by our diverse membership in the OFP Forum will create a great deal of awareness of the tool among our additional 900+ members.

The supplier should read the background information along with any terms and conditions outlined in this document and complete all of the required sections. Once complete the RFP should be returned to [rfi-response@opengroup.org](mailto:rfi-response@opengroup.org).

## 2 Background

The Open Group is a global consortium that enables the achievement of business objectives through technology standards. Our diverse membership of more than 900 organizations includes customers, systems and solutions suppliers, tool vendors, integrators, academics, and consultants across multiple industries.

The Open Group works with customers, suppliers, consortia and other standard bodies to:

- Capture, understand and address current and emerging requirements, and establish policies and share best practices
- Facilitate interoperability, develop consensus, and evolve and integrate specifications and open source technologies
- Offer a comprehensive set of services to enhance the operational efficiency of consortia
- Operate the industry's premier certification service

The Open Group is a consortium with a foundation in its members: a diverse group that spans all sectors of the IT community – IT customers, systems and solutions suppliers, tool vendors, integrators and consultants, as well as academia and researchers.

For more information about The Open Group, visit the web site: <http://www.opengroup.org>.

### 2.1 Collaborative ModelingTool for The Open Group

The Open Group desires to provide Members with a Collaborative ModelingTool to support collaborative development, delivery, and evolution of the Open Footprint Data Model, following an approach that is aligned with The Open Group Principles and strategy. Such a Collaborative ModelingTool fits into The Open Group business strategy to provide our members with the required collaboration systems to allow members and staff to deliver valuable, pragmatic and executable standards to the market.

This Collaborative ModelingTool is intended to augment the collaboration systems that The Open Group provides for use by its Members by adding the means to simultaneously develop model



components in a common environment, producing one model output that is version controlled and whose model components are expressed in The Open Group ArchiMate® ModelingLanguage version 3.2, or the Object Management Group UML® (Unified ModelingLanguage) Specification, version 2.5.1.

### 3 Business Goals and Drivers

This section details the Business Goals and Business Drivers of The Open Group. These goals and drivers represent the main motivations for defining and advancing the procurement and use of a Collaborative ModelingTool and should be addressed in the final solution.

#### 3.1 Business Goals

- Continuously improve the capabilities and ease of use of the collaboration systems offered by The Open Group to its members

The Open Group would like to offer its members the means to simultaneously develop data model components in a common environment, producing one model output that is version controlled. Procurement of a Collaborative ModelingTool will bring this to fruition. While the initial use will be for the Open Footprint Forum membership, other standards forums of The Open Group may over time utilize the Collaborative ModelingTool for their purposes.

- Accelerate the delivery of executable standards in alignment with The Open Group principles and processes

The Open Group would like to offer its members a tool to simplify and accelerate their development of new architecture models and data model components, while still meeting the rigor defined in The Open Group Standards process and Publications Development process. Using a Collaborative ModelingTool will expedite and streamline development – members will no longer have many disjoint versions of the model that need to be manually merged prior to review, approval, and delivery.

- Maintain an archive proving that the consensus rigor of consensus and The Open Group processes were followed for each model that is published

The Open Group brand value centers around its market promise of trusted open standards produced in a collaborative, consensus-driven, vendor-neutral process and environment. The Collaborative ModelingTool must support preserving a record of how this trusted process was followed.

#### 3.2 Business Drivers

- Support members in developing and releasing “executable standards” to make The Open Group standards more valuable to the market and accelerate market adoption

Interest by members to release architecture and data models has increased since 2017, when The Open Group Governing Board added the new principle to enable the release of “Executable Standards” - see <https://www.opengroup.org/standardsprocess/main.html#2>, Principle 7

- Increase market adoption of the Open Footprint (OFF) Data Model standard and The Open Group standards

The Open Footprint (OFF) Data Model is playing a critical role in advancing the adoption of greenhouse gas (GHG) emissions data standards through the development of an open source standard data model, reference Application Programming Interfaces (APIs), an open-source reference implementation and



tools, and accompanying documentation. While the Open Footprint forum started its work focused on GHG emissions, the focus has now broadened to include all emissions. These efforts are essential to provide companies with a common language for communicating their emissions data, which allows for easier tracking, comparison, and benchmarking across industries.

With the release and publication of approved OFP models, The Open Group expects to see increased adoption of these models by many companies for carbon footprint data measurement.

#### 4 General Requirements

Number	Description
GR001	The modeling tool should be installed and managed by the vendor or designated third party under the Software as a Service model (SaaS)
GR002	Facility to integrate with the Open Group collaboration system and allow access to members in a secure way
GR003	The Modeling Tool shall have no restriction on the number of members connecting to participate in data model development activities
GR004	Secure logons to authenticate users and protect sensitive data, secure environment
GR005	Must integrate with The Open Groups SSO system through a standard protocol
GR006	Ensure that all sensitive transactions in the web browser are done using a secure protocol (e.g. HTTPS).
GR007	Ensure data is protected down to the database level.
GR008	Backup and recovery of data with minimal disruption to the business
GR009	Transactions can be committed or rolled back without causing data inconsistency
GR010	Intuitive to use with online help where appropriate
GR011	Provide clear error messages
GR012	Provide a scalable solution (storage, load, users etc.)
GR013	Should allow real-time integration with industry standard reporting tools; MS Excel, Crystal Reports etc.
GR014	Transfer of sensitive data should be done in a secure manner (e.g. encryption)
GR015	Provide a highly configurable solution that can be tailored to the users' needs
GR016	Provide different levels of user access and control



GR017	Clear and easy to use graphical interface. Solution should be web based ModelingTool (any standard browser for full model access, including site administration).
GR018	Solution must be cloud based, or managed by a third party on a cloud server
GR019	Clear and easy to use graphical interface.
GR020	Low cost and value for money solution.
GR021	Allow for multiple windows for data entry and enquiry.
GR022	Fast and reliable backup and restore facility.
GR023	Provide a web interface for remote users. This must be available using a standard web browser (i.e. MS Edge, Chrome, Safari etc.).
GR024	Ability to import transactions from external ModelingTools (i.e. Excel, Crystal, database)
GR025	The cloud-based SaaS solution ModelingTool should be easy to access and available 24/7
GR026	Must have 3 <sup>rd</sup> party support - this means that ModelingTool should be available according with conditions defined in the following section of this document related with Service Level Agreements
GR027	As a general requirement, users of the modelingtool should be able to get the capability while minimizing the effort needed by The Open Group staff to manage the service.
GR028	ModelingTool should handle permission access control based on roles (read, discuss, export, import/change permission) from model to diagram/element level. This should be aligned with roles in the membership data and agreement to allow access only to members.

The following requirements on provision of services shall be met as service level agreement (related with GR001 and GR026 above)

Ref No	Description
IT001	ModelingTool availability for members of The Open Group should be 24/7
IT002	ModelingTool should have the Backup and recovery feature for all data.
IT023	Should maintain the security and confidentiality of all information, including compliance with GDPR.
IT024	Average page load time under 5 seconds. Speed of interactive response, for model viewing and commenting criteria should be similar.
IT038	A scalable solution for a targeted number of users that should not affect response time.



## 5 Collaborative ModelingTool Requirements

The following details the requirements for The Open Group’s Collaborative ModelingTool. The requirements are grouped into general requirements and more specific requirements for each component. The ordering of requirements within each section is not significant.

### 5.1 ModelingTool Requirements

Number	Description
MT01	ModelingTool shall support the ArchiMate® ModelingLanguage
MT02	ModelingTool shall support the Unified ModelingLanguage® (UML)
MT03	ModelingTool shall support true model development (not just drawings)
MT04	ModelingTool shall support full XMI file exchange support (import, export – including model splitting/merging).
MT05	ModelingTool shall support full ArchiMate Open Exchange File Format support (import, export – including model splitting/merging).
MT06	ModelingTool shall provide capability to validate constructed models.
MT07	ModelingTool shall provide capability to generate XSD, JSON and RDFS schemas.
MT08	Modelingtool shall support version control of Models in a repository, such as GitLab
MT09	ModelingTool shall support simultaneous collaboration of multiple users
MT10	ModelingTool should handle the consistency checks on multiple model updates from different users, and should be able to handle parallel updating on the same model.
MT11	<b>Modelingtool independency</b> - any tool compliant with the ArchiMate standard should be used for modelingand output sharing.
MT12	<b>Modelingtool independency</b> - any tool compliant with the UML standard should be used for modelingand output sharing.
MT13	ModelingTool shall allow users to take the model offline and support model exchange via the XMI export facility for the model to be open in another UML compliant tool.
MT14	Related with the requirement in row 9 above, ModelingTool shall also handle an import functionality that should automatically change the font upon importing to the centrally selected font for the model.
MT15	ModelingTool should allow users to take the model offline having the ArchiMate Exchange File Format export facility for the model to be open in another ArchiMate compliant tool.





MT16	Related with the requirement in row 11 above, ModelingTool should also handle an import functionality that should automatically change the font upon importing to the centrally selected font for the model.
MT17	Modelingtool shall support generation of HTML-based online documentation.
MT18	Modelingtool shall provide capability to export diagrams as PNG and SVG files.

**5.2 ModelingTool Desirable (Optional) Requirements**

Number	Description
DESIRABLE – OPTIONAL	
MTD01	Related with previous requirements, ModelingTool might allow users to reload their model with the changes posted off-line, so they would be loaded in the system with the proper synchronization mechanism with the proper integrity considerations
MTD02	Should allow team collaboration functions – discussion threads about specific topics
MTD03	Should be friendly, so users can easily identify the different sections in the model

**6 Proposal format**

All responses to this proposal must be submitted in Microsoft ® Word format.

**6.1 Multiple Proposals from a Single Respondent**

Each Respondent may submit more than one proposal.

In this case, please complete a separate proposal for each proposed solution, detailing very clearly the differences between them.

**7 Technical proposal**

Please detail the technical solution here.



Please note, whether or not the technical solution meets all the conditions defined above. If specific additional technical considerations are needed that should be specified in the proposal, and should not imply additional costs beyond the ones defined in the Price proposal below.

## 8 Price proposal

Please detail the time and cost of this proposal. All major milestones and items must be detailed and considered in the final price.

## 9 Submission deadline

All responses must be submitted to The Open Group no later than 4 weeks after receiving this RFP. Within this time period, The Open Group may discuss any issues in advance of the RFP being submitted.

## 10 Submission Address

All responses must be emailed to: [rfi-response@opengroup.org](mailto:rfi-response@opengroup.org)

## 11 For Additional Information or Clarification

For additional information or clarification on any information within this RFP please email: [rfi-response@opengroup.org](mailto:rfi-response@opengroup.org)

## 12 Evaluation and Selection

The Open Group will conduct a comprehensive, fair, and impartial evaluation of proposals received in response to the RFP.

The Open Group RFP evaluation committee must evaluate each proposal that is properly submitted based on the information and material contained in that proposal and make recommendations for selection to The Open Group management.

### 12.1 Information from Other Sources

The Open Group and the evaluation committee reserve the right to obtain information concerning a respondent, which The Open Group or the evaluation committee deems pertinent to the RFP, and to consider such information in the proposal evaluation.

### 12.2 Clarification Process

The evaluation committee may request that a respondent clarify any ambiguities or clarify any other information presented in its proposal.

Requests for clarification may occur throughout the proposal evaluation process.

A request for clarification by the evaluation committee must include appropriate references to the RFP or the respondent's proposal.



A respondent's response to a request for clarification must be in writing and shall address only the information requested.

The respondent may not modify, alter, or revise its proposal through its response to a question.

A respondent must not include any cost information in response to a request for clarification, unless the request for clarification relates specifically to the respondent's proposal.

The inclusion of cost information in a response to a request for clarification relating to the respondent's technical proposal may result in disqualification of the respondent.

A respondent must respond to a request for clarification within the time required in the request. Usually, no more than three (3) business days will be given for the respondent to prepare and submit its response.

### ***12.3 Presentations, Demonstrations and Site Visits***

The Open Group may require a respondent to demonstrate its proposed solution. The demonstration must show the Respondent's general ability to meet the requirements of the RFP. The Open Group will select the site of the Demonstration.

## **13 Terms and Conditions**

By submitting a proposal, the respondent certifies that it agrees to be bound by the terms and conditions contained in the RFP, except as specifically noted in exceptions that are attached to any response. The Open Group reserves the right to evaluate any exceptions as to their satisfaction of The Open Group's requirements.

### ***13.1 Confidentiality***

If a proposal includes any information that constitutes a trade secret of the respondent, or constitutes security-related information that cannot be disclosed without compromising the security interests of the respondent (or of The Open Group), such information must be clearly marked as CONFIDENTIAL".

An entire page or paragraph in which such information appears should not be marked "CONFIDENTIAL" unless the entire page or paragraph consists of such confidential information. Only the confidential portion(s) should be so identified and marked.

It is the responsibility of the respondent to defend the confidentiality of its trade secrets through the judicial process.

The Open Group shall hold confidential any material contained in sections so marked.

### ***13.2 Costs Associated with the Proposal***

A response to this request for proposal is at the service provider's own cost and is not refundable under any circumstances.

### ***13.3 Litigation and Investigations***

Respondents must list and summarize, as part of their proposal, all pending litigation, administrative or regulatory proceedings, or similar matters that may affect the ability to produce and/or deliver the desired product or services.



Failure to disclose such matters may result in rejection of the proposal or in termination of any subsequent agreement. This is a continuing disclosure requirement; any such matter commencing after submission of a proposal and, with respect to the successful respondent after agreement, must be disclosed in a timely manner in a written statement to The Open Group.

### **13.4 Proposal Content**

Respondents should provide The Open Group with information, evidence, and demonstrations in a manner that best serves the stated interests of The Open Group.

All items relevant to the proposal (as appropriate) must be included in the final delivered system upon installation unless otherwise specified (with the exception of options not selected by The Open Group).

Each proposal must identify any requirement of the RFP that the respondent cannot satisfy.

### **13.5 Response to Requirements**

The proposal should provide all of the information concerning the particular subject area that the respondent believes would be helpful to The Open Group in determining its ability to meet the specifications or perform the requirements.

In the respondent's description of its services, the respondent must state whether a subcontractor or consultant will provide any of the critical deliverables and/or services.

If any of the critical deliverables and/or services will be provided by a subcontractor or consultant, the respondent must state the name of the subcontractor or consultant, and state the function or service that will be performed by that subcontractor or consultant.

### **13.6 Price Proposal**

The price proposal must contain all of the information required in Section 8 (Price Proposal) of the RFP. A price proposal must be complete. A price proposal that does not provide all information requested may be rejected.

### **13.7 Modification/Withdrawal of a Proposal**

A respondent may modify or withdraw a proposal by written notice received prior to the proposal submission date specified in the RFP.

A proposal may also be withdrawn or modified in person by the respondent before a specific time (as specified by The Open Group), or the proposal submission date whichever is the sooner.

The Open Group shall not consider verbal telephone requests to withdraw or modify a Proposal.

After the proposal submission date and time, a proposal must not be modified, except to the extent of a respondent's response to a request for clarification pursuant to the clarification process of the RFP.

### **13.8 Acceptance Period**

Proposals must remain valid for a 90 day period, following the proposal submission date.

Proposals containing a term of less than the number of days specified above may be rejected.



The contents of the RFP and the proposal will become binding obligations in the event of an agreement between the parties.

Failure of the successful respondent to accept these obligations may result in cancellation of any agreement between the parties.

### **13.9 Accounts and Financial References**

As part of the procurement process the vendor should make available 3 years of accounts and financial references, plus copies of PI and Commercial Insurance documents to help assess the long-term viability of any business arrangements.