



## Request for Qualifications

### Creation of Web-Based Data Dashboard

**Deadline extended: September 13, 2019**

#### Purpose

New Jersey Future, on behalf of the [Jersey Water Works \(JWW\)](#) collaborative, seeks qualifications from a consultant team or qualified firm(s) with experience in creation of web-based data dashboards, water sector performance metrics, and data analytics. Selected consultants will assist New Jersey Future in meeting specific objectives as part of an 18-month project called the JWW Data Dashboard. This RQF is step one of a multi-phase selection process to consultant selection. New Jersey Future will work with respondents selected through this RFQ process to subsequently submit a proposal for the project.

#### Background

Founded in 1987, New Jersey Future is a nonprofit, nonpartisan organization that promotes sensible growth, redevelopment, and infrastructure investments to foster vibrant cities and towns, protect natural lands and waterways, enhance transportation choices, provide access to safe, affordable, and aging friendly neighborhoods, and fuel a strong economy. The organization does this through original research, innovative policy development, coalition-building, advocacy, and hands-on strategic assistance.

Jersey Water Works is a collaborative effort of more than 500 individuals and organizations that embrace the common purpose of transforming New Jersey's inadequate water infrastructure by investing in sustainable, cost-effective solutions that provide communities with clean water and waterways; healthier, safer neighborhoods; local jobs; flood and climate resilience; and economic growth.

New Jersey Future serves as the "backbone organization" for Jersey Water Works, and members of its staff facilitate the collaborative's work.

#### Vision

Water is life. Residents and businesses depend on clean water every day, along with sewage treatment and stormwater management. Transparent data on water systems empowers consumers, utility managers, and government agencies to ensure water infrastructure systems perform well.

## **The Problem**

Water infrastructure in New Jersey and nationwide is aging and dysfunctional. Most of this infrastructure remains invisible, and problems often go unnoticed until a crisis occurs. Unlike the transportation sector, which collects statewide data on various infrastructure metrics, such as asphalt condition and bridge structure integrity, state-level water regulations have traditionally focused on what comes out of water pipes, not the pipes themselves. The lack of robust, transparent, and unified data collection and evaluation impedes necessary improvements in drinking water, wastewater, and stormwater systems.

## **The Solution**

Data can serve as a catalyst for transformational systems change, providing feedback loops that show whether reforms achieve their intended impact. New Jersey is uniquely situated to pilot the creation of such a feedback loop, which would use data evaluation to drive water system improvements. As a collaborative organization with more than 500 members, Jersey Water Works (JWW) has the network and influence necessary to make this project a success.

JWW members collaborate across organizations and sectors to achieve the shared goal of transforming New Jersey's inadequate water infrastructure. The collaborative originated from meetings and reports in 2013- 2014 that highlighted the challenges presented by New Jersey's aging water infrastructure and emphasized the need for upgrades. Since its launch in 2015, JWW, has proposed the framework for a [measurement system](#), updated its 12 [goals](#) and, expanded its membership. In 2019, JWW launched a formal project to use [data](#) to create systems change through feedback loops, measuring progress toward the intended impact of JWW's work.

## **Scope of Work**

The scope of work lays out what will be expected by the consultants as part of this project. Listed below are the two major project areas. These are subject to refinement and revision.

### *Technical assistance role:*

New Jersey Future is creating a JWW data advisory committee of individuals with diverse knowledge and experience in the water sector. The committee will steer this project with their subject area expertise. Respondents will work with and guide JWW data advisory committee members as part of their technical assistance role. This will include:

- Support identification and selection of water infrastructure performance metrics
- Help review and suggest data collection strategies
- Assist with data cleaning and analysis
- Provide expertise in translating data into meaningful and usable information

### *Creation of web-based JWW data dashboard:*

Respondents will create a robust, web-based, publicly accessible data dashboard. This will accelerate improvement of water infrastructure by creating a transparent system of performance metrics that will showcase progress. It will serve as a feedback loop, promoting continuous learning and action by utility managers, state regulators, consumers, environmental and health advocates, and other stakeholders. The dashboard will achieve the following goals:

- Serve as a repository for data related to JWW goals and progress
- Inform JWW in making data-driven decisions in its work of improving New Jersey's water infrastructure

- Serve as an informational and decision-making tool for state regulatory agencies on water infrastructure
- Educate New Jersey's consumers about their water infrastructure
- Promote transparency and data-driven peer knowledge exchange among government- and investor-owned drinking water and wastewater utilities and stormwater systems.

The web-based data dashboard should meet the following requirements:

- Reflect industry best practices in performance metrics, data analysis, and data interpretations such as benchmarking
- Use universal design principles in web content design, layout, readability, updating, navigation, and user interface
- Generate customized reports where required
- Feature interactive, stakeholder-specific data visualizations/customizations where required
- Have easy-to-use backend administrative features that facilitate data updates, management, and collection from diverse sources
- Adhere to industry standards in web security protocols

### **Evaluation Criteria for Qualifications**

All qualifications will be evaluated in accordance with the below criteria:

- Quality of response: this should directly align with the scope of work and requirements.
- Capacity: respondents should clearly demonstrate structural capacity and deep experience in the creation of web-based data dashboards, the collection and management of performance metrics, data analysis and interpretations such as benchmarking in the water infrastructure arena, including infrastructure condition, finances, green infrastructure, combined sewer overflow Long Term Control Plans and stakeholder engagement.
- Staff qualification: respondents should clearly show staff/team proposed to do work have sufficient qualifications and experience to provide service.

Any qualifications that do not demonstrate these minimum requirements will not be evaluated for further consideration.

### **Submission requirements**

Individuals or firms should submit qualifications no longer than 10 pages via email to [Jyoti Venketraman](#), Program Manager, New Jersey Future by **Sept. 13**.

**Questions:** Please contact [Jyoti Venketraman](#) at 609-393-0008 ext. 117 for any questions.

### **Proposed Schedule**

1. Request for qualifications released: Aug. 12
2. Deadline for receipt of qualifications: Sept. 13
3. Respondent notification if selected to proceed: Sept. 30
4. Deadline for proposal submission: Oct. 15
5. Consultant interviews completed: Nov. 9
6. Consultant selection completed by Dec. 1

**Other terms and Conditions**

- a. Selection of respondent for subsequent next steps does not constitute a commitment or binding contract to perform service for New Jersey Future.
- b. New Jersey Future reserves the right to select the most qualified and responsive respondents to submit a proposal.
- c. New Jersey Future may require written assurance that key staff identified who will be performing the work will not be substituted with other personnel without prior notification.
- d. New Jersey Future reserves the right at any time to approve, disapprove, or modify proposed project plans, timelines, and deliverables.