

**Scope of Work**  
**Senior Environment Service Provider for RPAM Strategy Development Support**  
**October 2017 – March 2018**

**Background**

The USAID Indonesia Urban Water, Sanitation and Hygiene, *Penyehatan Lingkungan Untuk Semua* (IUWASH PLUS) program is a five-year initiative designed to assist the Government of Indonesia (GOI) in increasing access to water supply and sanitation services as well as improving key hygiene behaviors among urban poor and vulnerable populations. USAID IUWASH PLUS works with governmental agencies, the private sector, NGOs, communities and others to achieve the following "high level" results:

- An increase of one million people in urban areas with access to improved water supply service quality, of which at least 500,000 are from the poorest 40% of the population (also referred to as the "Bottom 40%" or "B40"), vulnerable groups or Indonesia's eastern provinces; and
- An increase of 500,000 people in urban areas with access to safely managed sanitation and all of whom are from the "B40", vulnerable groups or Indonesia's eastern provinces.

To ensure that improvements in access to WASH services are sustained, USAID IUWASH PLUS is guided by a development hypothesis that focuses on strengthening service delivery systems, so they can more effectively reach the poorest and most vulnerable segments of the population. In order to achieve this at scale, the program undertakes activities through four interrelated components, including: 1) improving household WASH services; 2) strengthening city WASH institutional performance; 3) strengthening the WASH financing environment; and 4) advancing national WASH advocacy, coordination and communication.

**Activity Summary**

Urban water supply systems in Indonesia face multiple challenges related to the quality, quantity and continuity of raw water for water utilities and other service providers. The Water Safety Planning (RPAM) is one key approach, increasingly adopted by a wide array of countries, to overcome such challenges through the assessment, prioritization and continuous management of risks to water safety. The aim of employing RPAM is to consistently ensure the safety and acceptability of drinking water supply in a practical manner. RPAM has been initiated since 2012 in Indonesia, beginning with a pilot of RPAM that addressed three (3) areas: water source, water utilities (or "operators", and communal systems. The RPAM pilots were implemented by Bappenas for water sources in Bandung, by the Ministry of Public Works and Housing (MPWH) for water utilities in Banjarmasin, and by the Ministry of Health (MOH) for communal systems in Kab. Malang and Kab, Sumba Barat Daya. From those initiatives, several results and outputs were been produced, such as a draft RPAM white paper, draft RPAM roadmap to 2019, and draft program for integrating RPAM into RPJMN and RPJMD planning processes. For its part, and based on more recent consultations with key GOI partners, USAID IUWASH PLUS will also implement RPAM (and which will involve 4 areas, including source, operator, communal, and consumer levels) in selected locations. Likewise, USAID IUWASH PLUS will contribute to the RPAM framework and strategy, also adjustment of manuals, derived from results and lessons learned of RPAM implementation at local level.

However, as the RPAM initiative requires much additional work to be effectively and sustainably scaled up, several elements at the national level need to be in place. Such elements include an integrated RPAM framework, implementation manuals that accommodated lessons learned and best practices from fields, and a road map and action plan for RPAM implementation. USAID IUWASH PLUS will contribute to this process both through sharing widely its own experience in RPAM implementation, as well as in directly contributing to the efforts of its national-level GOI partners. This activity supports

this latter contribution through: supporting the consolidation of RPAM lessons learned and best practices; providing input for technical guidelines; and advancing national-level dialogue and policy development.

### **Objectives**

The main objectives of the proposed strategy for RPAM implementation are to:

- Conduct analysis and draw lessons learned from previous RPAM pilot and ongoing under Ministry of Health and Ministry of Public Works components of RPAM: operator, and communal;
- Provide recommendation for updating initial concept of RPAM, such as scope of each RPAM components, responsible institutions/Ministries, and strategy to achieve 4K aspects (Kualitas, Kuantitas, Kontinuitas dan Keterjangkauan) as an input for RPAM framework,
- Provide input for updating of RPAM technical guidelines under MOH and MPWH by adopting the lesson learned of RPAM implementation (RPAM Operator and RPAM Komunal), and initial input for RPAM Sumber technical guidelines;
- Assess and map out existing regulations to support RPAM implementation, also tasks and functions of each Government institutions relevant to RPAM in national level; and
- Facilitate in obtaining lesson learned and experience from study visit to Philippines on RPAM and develop a follow up action to update the initial concept of RPAM (including initiate national concept for RPAM policy and framework, implementation strategy and action plan in Indonesia).

### **Tasks**

In general, the tasks for Senior Environment Service Provider in implementing the activity are as follow:

#### **1. Task 1: Preparation**

- Conduct preliminary discussions with USAID IUWASH PLUS team (comp 1, comp 2, and comp 4) and Bappenas to prepare inception report, which include detail work plan and schedule.
- Propose areas/indicators for in depth review during analysis of RPAMs past and ongoing initiatives.
- Coordinate, discuss initially and present about the plan for conducting analysis which will generate input and feedback for RPAM technical guidelines with relevant MPWH and MOH).

#### **2. Task 2 : Conduct Analysis and Draw Lessons Learned**

- Develop instrument for conducting analysis and drawing lessons learned from RPAMs past and ongoing initiatives, which covers the following components of RPAM: operator and communal.
- Field visit to support this task will be conducted within 2 months in 6 districts which covers both RPAM operator and RPAM Komunal, as follows: Kota Salatiga (operator), Kota Balikpapan (operator), Jogjakarta (komunal), Kota Medan (operator), Kab. Bulukumba (komunal), Kab. Bogor (operator, komunal).
- Share the results of analysis and lessons learned with relevant Ministries and stakeholders through workshop to identify and agree on the follow up actions. When required, it could also be shared in national WASH event such as KSAN.

#### **3. Task 3 : Input for Updating RPAM Initial Concept and Regulation**

- Based on results, lessons learned, feedback from relevant Ministries and stakeholders (including local level), provide recommendation and input for updating the initial concept of RPAM as an input for RPAM framework, including:
  - a. Scope and operational definition of each RPAMs (sumber, operator, komunal, dan konsumen);

- b. Responsible institution for each component of RPAM;
- c. Strategy to achieve 4K aspects (*Kualitas, Kuantitas, Kontinuitas dan Keterjangkauan*) for the provision of safe water supply (stages, priority, etc).

The above shall be discussed and agreed with relevant Ministries and stakeholders through workshop.

- Conduct assessment and mapping of existing regulations to support RPAM implementation.
- Conduct assessment of tasks and functions of each Government institutions relevant to RPAM in national level.
- Provide recommendation for linking the RPAMs initiatives with planning and financing instruments.

#### **4. Task 4 : Review and Modify RPAM Technical Guidelines**

- Based on results and lesson learned from previous and ongoing RPAM implementation, review/update RPAM technical guidelines (*operator and komunal*) with relevant Ministries and stakeholders.
- Provide initial input for RPAM *Sumber* technical guidelines and its implementation approach.

#### **5. Task 5 : Support for Obtaining Learning from Philippines Experiences**

- Facilitate preparation for study visit to Philippines, including outline key points for learning and facilitate pre-departure workshop;
- Facilitate development a follow up actions to update the initial concept of RPAM (including initiate national concept for RPAM policy and framework, implementation strategy and action plan in Indonesia).

#### **6. Task 6 : Reporting and General**

- The local implementer (Senior Environment Service Provider) shall prepare inception, midterm and final reports, which have to include, but not limited to, key results, process and progress of the activity, and;
- The local implementer (Senior Environment Service Provider) must regularly coordinate with Bappenas, Ministry of Public Works and Housing, and Ministry of Health, the coordination as much as possible involving IUWASH PLUS team from respective components (comp. 1, comp. 2, and comp. 4). In addition, the local implementer (Senior Environment Service Provider) will also coordinate with other stakeholders, such as donors and programs, who implements and/or provide technical assistance for the RPAM(s) implementation.
- The local implementer (Senior Environment Service Provider) must maintain coordination with IUWASH PLUS team, especially with component 1 (for RPAM communal and consumer), and component 2 (for RPAM sumber and operator), and component 4 (for general RPAM framework and strategy).
- Conduct series of meetings, focus group discussions, and workshops to collect data, discuss finding and results from field review and analysis, gather feedback, and working sessions with relevant Ministries and stakeholders.

The two local implementers (Senior Environment Service Provider and Junior Environment Service Provider) will work under the same concept and objectives, but each local implementer (service provider) will have specific tasks and clear deliverables. However, there are deliverables that have to prepared jointly and submitted as integrated reports, which are: (i) inception report, (ii) report of the results and lesson learned from previous and ongoing RPAMs implementation, (iii) updated RPAM technical guidelines for RPAM Operator and RPAM Komunal, and input for RPAM Sumber technical guidance, and (iv) list of available regulations relevant to RPAMs and input for required regulation (if

needed), and (v) Final report (results and completion progress of all activities and recommendation for next steps).

### IUWASH PLUS Outcomes:

The above proposed activities will contribute to the following IUWASH PLUS outcomes:

- C4-2 : Number of WASH knowledge products developed
- C4-4 : Number of national level WASH policies, regulations, guidelines or frameworks developed, strengthened, or adopted
- C2-2 : Number of locations that have completed water safety plans and are taking actions and making investments to improve the quality, reliability, and safety of water delivered to urban households, particularly in the face of climate change vulnerabilities

### Deliverables and Payment Schedule

The deliverables of the activity are:

1. Inception report which include methodology, detailed work plan and schedule
2. Compiled report of the results and lesson learned from previous and ongoing RPAMs implementation in 6 districts;
3. Recommendation for updating the initial concept of RPAMs (scope of each RPAM components, responsible institutions/Ministries, and strategy to achieve 4K aspects), which will become the basis for developing RPAM national framework
4. Updated RPAM technical guidelines for RPAM Operator, and RPAM Komunal; and input for RPAM Sumber technical guidance;
5. List of available regulations relevant to RPAMs and input for required regulation (if needed);
6. Report of the results and actions plan from RPAM study visit in Philippines, and;
7. Final report

The Local Implementer (Senior Environment Service Provider) will, in total, provide the following 6 deliverables (see programs stages above):

No.	Deliverables/Outputs	Due Date	Payment
1	Inception report, which include methodology, detailed work plan and schedule	2 weeks after agreement signed	15%
2	Compiled report of the results and lesson learned from previous and ongoing RPAMs implementation	End of November 2017	20%
3	Recommendation for updating the initial concept of RPAMs (scope of each RPAM components, responsible institutions/ Ministries, and strategy to achieve 4K aspects)	Mid of December 2017	20%
4	<ul style="list-style-type: none"> <li>• Updated RPAM technical guidelines for RPAM Operator, and RPAM Komunal; and input for RPAM Sumber technical guidance;</li> <li>• List of available regulations relevant to RPAMs and input for required regulation (if needed)</li> </ul>	End of January 2018	20%
5	Report of the results and actions plan from RPAM study visit in Philippines	End of February 2018	15%



# IUWASH PLUS

A Project funded by USAID and Implemented by DAI Global LLC.

No.	Deliverables/Outputs	Due Date	Payment
6	Final report, covering results and completion progress of all activities and recommendation for next steps	End of March 2018	10%

## Posting & Reporting Relationships

The Senior Environment Service Provider will be based in Jakarta and report to the IUWASH PLUS Component 4 Team Lead as primary supervisor, the Raw Water Specialist as secondary supervisor, as well as designated staff within the Bappenas Urban, Housing and Settlement Directorate.

## Estimated Budget

Budget for the implementation of the activity will be provided by IUWASH PLUS from the LSIC fund to the selected Local Implementer (Senior Environment Service Provider). The budget ceiling for this activity is between IDR 200,000,000 up to IDR. 220,000,000. The budget will cover all costs for labors, transportation and accommodation during field trips, meetings, and reporting. While budget for workshops will be provided by USAID IUWASH PLUS.

## Required Qualifications

Estimated professional manpower required for this program is one Senior Environment Service Provider with the following qualification:

- At least 20 years of experience in water supply management
- Advance degree in water supply and sanitation management
- Having extended experience in develop and manage the strategy of RPAM implementation
- Having ability to communicate effectively (written and verbally)
- Excellent oral and written English communication skills
- Able to work independently in limited supervision/facility in his/her designated areas
- Excellent interpersonal skills with the ability to work in a team environment

## Service Provider Selection Criteria

The Senior Environment Service Provider will be selected based on Full & Open Competition. The potential Local Implementers (Senior Environment Service Provider) have to provide proposal which consist of Technical Proposal (background of the program, tasks to be conducted, methodology, schedule), cost proposal and CV. The proposal will be evaluated based on:

- Qualification 40%
- Experience 30%
- Methodology 30%

## Proposed Mechanism

Proposed mechanism of the activity will be implemented through fixed price subcontract.