



Scope of Work Junior 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:

- Support in conducting 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;
- Support in generating 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,
- Support in providing 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;
- Support in assessing and mapping out existing regulations to support RPAM implementation and assessing tasks and functions of each Government institutions relevant to RPAM in national level.

Tasks

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

1. Task 1: Preparation

- Support and contribute in preparing inception report, which include detail work plan and schedule.
- Support in development of areas/indicators for in depth review during analysis of RPAMs past and ongoing initiatives.

2. Task 2 : Data Gathering and Desk Review

This activity mainly implement at national level with relevant ministries and stakeholders working on RPAM initiatives, including:

- Compile and review documents and reports from previous and ongoing RPAM implementations, for the following components of RPAM: source, operator, and communal.
- Compile and review the available supporting documents for RPAM implementation, such as the initial concept of RPAM in Indonesia, reports of various RPAM implementations, results of RPAM operator audit, technical guidelines of RPAM *Operator* and RPAM *Komunal*, also other available documents from relevant stakeholders (donors and programs) working on RPAM initiatives.
- Compile and review available national and local regulations to support the implementation of RPAM.

3. Task 3: Support in Conducting Analysis and Drawing Lessons Learned

- Conduct field visit to support to gather results and lessons learned on the implementation of RPAM operator and RPAM Komunal, in the following districts: Kota Salatiga (operator), Kota Balikpapan (operator), Jogjakarta (komunal), Kota Medan (operator), Kab. Bulukumba (komunal), Kab. Bogor (operator, komunal).

- Compile the results and results from each visited districts.
- 4. Task 4: Assessment of Relevant Regulations and Tasks and Functions**
- Conduct assessment and mapping of existing regulations to support RPAM implementation.
 - Provide suggestion on regulation needed (if required) for RPAM implementation
 - Conduct assessment of tasks and functions of each Government institutions relevant to RPAM in national level.
- 5. Task 5 : Review and Modify RPAM Technical Guidelines**
- Support Senior Environment Service Provider in reviewing/updating RPAM technical guidelines (operator and komunal).
 - Provide input to Senior Environment Service Provider on the initial concept for RPAM Sumber
- 6. Task 6 : Reporting and General**
- The local implementer (Junior Environment Service Provider) shall assist the delivery of reports and relevant documents both in soft & hardcopy
 - Conduct data collection and gather feedback during series of meetings, focus group discussions, and workshops 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, which include methodology, detailed work plan and schedule, (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. Updated RPAM technical guidelines for RPAM Operator, and RPAM Komunal; and input for RPAM Sumber technical guidance;
4. List of available regulations relevant to RPAMs and input for required regulation (if needed); and
5. Final report

The schedule of deliverables submission and payment is as follow:

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	30%
3	<ul style="list-style-type: none"> Updated RPAM technical guidelines for RPAM Operator, and RPAM Komunal; and input for RPAM Sumber technical guidance; List of available regulations relevant to RPAMs and input for required regulation (if needed) 	End of February 2018	40%
4	Final report, covering results and completion progress of all activities and recommendation for next steps	End of March 2018	15%

Posting & Reporting Relationships

The local implementer (service provider) will report on an output based to IUWASH PLUS supervisors and the PIC of Tim Teknis Air, Sanitasi dan Hygiene (at Urban, Housing and Settlement Directorate) and to Component 4 Team Lead as main supervisor, and Raw Water Specialist and Component I team lead as secondary supervisors. The Junior Environmental Service Provider will work in coordination with the Senior Environmental Service Provider. The IUWASH PLUS team at national level (Raw Water Specialist, Urban Water Supply National Coordinator, Team Leader of Component 4, and Team Leader of Component I) and regional level (Urban Water Supply Specialist and Behavior Change Marketing Specialist in respective regions) will provide any needed support, including administration matters. The local implementer (service provider) will work independently but time to time shall communicate and discuss with IUWASH PLUS supervisors and PIC of Tim Teknis Air, Sanitasi dan Hygiene.

Estimated Budget

Budget for the implementation of the activity will be provided by IUWASH PLUS from the LSIC fund to the selected local implementer (service provider). The budget ceiling for this activity is between IDR 90,000,000 up to IDR. 110,000,000. The budget will cover all costs for labors, transportation (except land transportation as the Junior Service Provider will always be travelling together with the Senior Environment Service Provider) 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 Junior Environment Service Provider, with the following qualification:

- At least 2-3 years of experience in water supply management
- At least bachelor degree in environmental engineering
- Excellent interpersonal skills with the ability to work in a team environment



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- Excellent oral and written English communication skills
- Working knowledge of water supply and sanitation principles and standards

Selection of Local Implementer (service provider) and Evaluation Criteria

The local implementer (service provider) will be selected based on Full & Open Competition. The potential local implementer (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.