



REQUEST FOR PROPOSALS

Project Name:	Online Water Knowledge Platform
Type of Service:	Website development, data management and processing, training
Project Timeline:	October 15, 2021 to February 11, 2022
Proposal Deadline:	9:00am on October 11, 2021
Project Cost:	Not to exceed \$100,000

Background

The Enterprise Machine Intelligence and Learning Initiative (EMILI) is an industry-led non-profit organization established to accelerate the growth of the agri-food industry in Manitoba, and the other prairie provinces, by promoting digital agriculture and digital agriculture technologies.

In 2021, the Province of Manitoba provided EMILI with a grant to establish a Water Strategy Fund as part of the creation of a new provincial water management strategy. Part of the fund is to be used to enable projects that can be applied to support climate change adaptation, environmental sustainability and agricultural productivity. The Water Strategy Fund is overseen by a Committee responsible for governance of the fund, including the evaluation of project proposals. The Province's announcement of the creation of a new water management strategy can be found [here](#).

Key Issues

- At the moment, businesses, land owners, land developers, researchers and others in Manitoba face barriers to obtaining appropriate, up-to-date information on provincial water resources -- information and data is limited, and what is publicly available is located across numerous departmental pages on the Government of Manitoba's website.
- Manitoba already possesses the necessary water resources and institutional structures to become a world leader in water research across a range of disciplines, but absent is a readily available repository of up-to-date water-related data and information.
- A centralized information platform would assist the provincial government in executing a comprehensive water management communication plan related to activities and impacts on water-related programs.
- The private sector in Manitoba would also benefit from easier access to information around water to help increase competitiveness, while also achieving better economic, social, educational and environmental outcomes.

Targeted Outcome

Establish the use case (first iteration) of an online platform providing information on the most useful current water-related data in Manitoba, as well as overviews of relevant legislation, regulations and government activities, with the intent that a later version could be adapted to government standards and DataMB rules, and made accessible to policymakers, researchers, businesses, industry, representative groups and other stakeholders.



Services Requested Summary

- Meeting with provincial government representatives and specialists to determine the best water-related datasets, resources and sources to use as inputs to achieve targeted outcome;
- Software development and demonstration, including public-facing component that provides water quality data with a map-based option to download data and read water quality report summaries from 50 long term monitoring sites;
- Platform should be focused on the state of provincial water resources across various dimensions -- for example, possibly structured to align with the four key water pillars within the Manitoba *Climate and Green Plan*: agriculture and land use, wetlands and watersheds, flood and drought, and water quality -- and could be similar in nature/layout to dashboard/indicators of the MyPeg.ca development progress tracker;
- Provide regular progress update reports to EMILI, including meetings with identified expert advisors from the Province at beginning, mid-point and end of project to allow for input and to review process and outcome; and
- Transfer of ownership of the final product to the Government of Manitoba, including the provision of training on its implementation, use and maintenance.

Bidder Qualifications

The following entities are not eligible bidders:

- Any provincial government body, entity, agency, organization, Crown Corporation, or any “reporting organization” as defined in *The Financial Administration Act* (MB)
- The federal government
- The government of another province or territory within Canada or any government entity outside of Canada

Notwithstanding the above exclusions, the following are eligible-bidders:

- A watershed district established or continued under *The Watershed Districts Act* or an entity established for similar purposes under a law of Manitoba or Canada;
- A university as defined in section 1 of *The Advanced Education Administration Act* or an entity established for similar purposes under a law of Manitoba, Canada, or another jurisdiction.

Bidders should be able to point to prior successful experience with the full spectrum of website/online platform software development, implementation and training.

Proposal Format

The proposal should be no more than 10 pages, and must contain the following items and be presented in the following order:



1. Letter of Introduction
A letter introducing the bidder with a high-level summary of the proposal and narrative explaining the overall value proposition of the proposal
2. Bidder Qualifications
A professional summary of the bidder organization and key individuals involved in the project
3. Project Approach
An outline of how the bidder intends to approach to achieving the project deliverables including summary of management structure, technical approach, methodologies used, and value-added services to be provided in addition to the project requirements.
4. Project-Specific Requirements
Any technical requirements bidder anticipates EMILI and other stakeholders will need to provide in order to fulfill project objectives
5. Project Timeline
An outline of the sequencing and expected start/end times of work entailed within the project.
6. Project Scope
Clearly articulated listing of elements within the scope of the proposed project and those excluded from the scope.
7. Costing Summary
A listing of billable components of the project, the associated costs, and the payment schedule.

Proposal Inquiries

For inquiries relating to the RFP, please contact:

Kyle Hiebert
Senior Program & Policy Analyst
water@emilicanada.com

Proposal Submission

Interested bidders will electronically forward their submission as a single PDF file by email to:

Kyle Hiebert
Senior Program & Policy Analyst
water@emilicanada.com

Mention “Proposal Submission: Online Water Knowledge Platform” in the subject line of your email.

Deadline for application: 9:00am on October 11, 2021

We thank bidders for their interest, however only those selected for further consideration will be contacted.

Evaluation Criteria and Process



The evaluation criteria for the proposals are as follows:

- Bidder qualifications
- Project approach
- Value for money
- Timetable
- Unique added value and/or additional elements bidder can propose to enhance the targeted outcome
- Bidder's environmental footprint and stewardship efforts

The above list of criteria is not exhaustive and other criteria may be considered.

EMILI's Water Strategy Fund Committee will serve as the evaluation committee. The committee may, at its sole discretion, retain additional committee members or professional advisors as is determined to be prudent or necessary.

The RFP evaluation process is a selection procedure. It will be finalized through completion of the following stages:

1. Bidders submit proposals to EMILI in response to this RFP.
2. EMILI will screen each proposal to ensure that the proposals meet all the mandatory requirements of this RFP as outlined in the above Proposal Format section. At this time, at its sole discretion, EMILI may also request missing or supplemental information from some or all of the bidders.
3. Proposals that meet the mandatory requirements of this RFP will be evaluated and ranked by the EMILI Water Strategy Fund Committee to determine which Proposals provide the best overall value. As requested by the committee, EMILI may at this time again request supplemental information from some or all of the bidders.
4. Final project selection is based on the established evaluation criteria, as well as other factors such as the Water Strategy Fund Committee's strategic priorities.

Final project selection is also subject to mutual agreement of the terms of the engagement.