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PEACE PROJECT: REQUEST FOR QUALIFICATIONS (RFQ) - DATA CONSULTANT FOR SYSTEMS ASSESSMENT & DATA INTEGRATION TO ALIGN HOMELESSNESS VIOLENCE PREVENTION STRATEGIES

Date of Issuance August 29, 2025

Submission Deadline September 29, 2025 (11:59 PM)

Funding Available $80,000 total (Year 1 - $40,000; Year 2 - $20,000; Year 3 - $20,000)

Informational Session September 9, 2025 (11:00-12:00 AM)

Virtual Drop-in Office Hour (Q&A) September 17, 2025 (11:30-12:30 PM)

Award Announcement Date October 13, 2025

INTRODUCTION

On behalf of the PEACE Project, the United Way of San Joaquin is seeking a qualified and experienced data consultant to lead a comprehensive community assessment and data integration alignment project focused on understanding the incidence and impact of violence within the homeless community in Stockton. This project aims to provide actionable insights to inform strategies and interventions that improve the safety and well-being of individuals experiencing homelessness as well as public safety.

This Request for Qualifications (RFQ) is the first step in the selection process. Qualified firms or individuals are invited to submit their qualifications and experience as outlined in this document. Following review of the submitted qualifications, a short list of candidates may be invited to participate in a more detailed interview and/or proposal process.

PROJECT OVERVIEW

The People Experiencing Adversity Connect and Engage (PEACE) Project began in 2023 when Dignity Health St. Joseph's Medical Center (SJMC), a part of CommonSpirit Health, was awarded a United Against Violence Grant from the Common Spirit Health's Mission & Ministry Fund. The funding spearheaded the creation of a multisector collaborative planning group of community stakeholders, including people with lived experience in homelessness and input from individuals experiencing homelessness. During the planning process, a mixed-methods

research approach was applied to understand the type of violence experienced by unhoused people in Stockton and San Joaquin County.

In the next three years, with the United Way of San Joaquin as the backbone convener and SJMC co-convening as a fiscal agent, the PEACE Project aims to maintain a community-led and solution-driven approach towards fully understanding the magnitude of violence among the unhoused community and identify gaps in violence reporting, service coordination, and data collection across service providers and judicial agencies to establish interventions that promote safety, reduce trauma, and strengthen individuals' self-sufficiency and resiliency skills to improve well-being and enable housing stability.

- **Data & Systems Assessment:** Conducting a thorough assessment of the current data collection and systems landscape to understand how violence data pertaining to individuals experiencing homelessness is captured and evaluated. This will involve gathering data from various sources, including but not limited to:
    - Homeless service providers
    - Law enforcement agencies
    - Judicial partners
    - Healthcare providers
    - Social service organizations
- **Data Integration Alignment:** Identifying and integrating relevant data sources, as well as determining additional date collection measures needed to create a comprehensive and accessible dataset for analysis. This will include collaborating with PEACE Project stakeholders to ensure the final dataset supports the information gathering needed to inform violence prevention strategies. It will also involve:
    - Identifying data gaps and inconsistencies
    - Developing data sharing agreements (if necessary)
    - Ensuring data privacy and security
    - Developing a data dictionary and documentation
- **Data Analysis:** Analyzing the integrated data to identify patterns, trends, and risk factors related to violence within the homeless community.

- **Reporting and Recommendations:** Developing clear and concise reports that summarize the findings of the assessment and provide actionable recommendations for addressing violence and improving the safety of individuals experiencing homelessness.

SCOPE OF SERVICES

The selected consultant will be responsible for the following tasks:

- Project Planning and Management:
    - Develop a detailed project work plan with timelines and deliverables.
    - Manage the project budget and resources effectively.
    - Provide regular progress reports to PEACE Project stakeholders
- Data & Systems Assessment:
    - Develop and implement a comprehensive data assessment plan.
    - Identify and engage key stakeholders.
    - Conduct data collection, system analysis and interoperability opportunities.
- Data Integration Alignment:
    - Collaborate with PEACE Project stakeholders and other community partners to identify and assess relevant data sources, and missing metrics for potential inclusion in the data set.
    - Develop a data integration strategy.
    - Work with data providers to establish data sharing agreements (if necessary).
    - Clean, validate, and integrate data from various sources.
    - Develop a data dictionary and documentation.
- Data Analysis:
    - Conduct statistical analysis and data visualization to identify patterns and trends.
    - Identify risk factors and vulnerable populations.
    - Develop actionable recommendations for ongoing system alignment and data collection efforts to help address violence and improve the safety of individuals experiencing homelessness.
- Reporting and Recommendations:

- ○ Prepare clear and concise reports that summarize the findings of the assessment, integration and alignment options, and plan for data collection sustainability.
- ○ Present findings to stakeholders.

REQUIRED QUALIFICATIONS AND EXPERIENCE

The ideal consultant will possess the following qualifications and experience:

- **Education**: Master's degree or higher in a relevant field such as public health, social work, statistics, data science, or a related discipline.
- **Experience**:
  - ○ Minimum of 5 years of experience in data analysis, community assessment, and program evaluation.
  - ○ Demonstrated experience working with vulnerable populations, particularly individuals experiencing homelessness.
  - ○ Experience with data integration and management, including working with housing metadata, diverse data sources and formats.
  - ○ Experience with statistical software packages (e.g., SPSS, R, SAS).
  - ○ Experience with data visualization tools (e.g., Tableau, Power BI).
  - ○ Experience developing and implementing data privacy and security protocols.
  - ○ Experience working with community stakeholders and facilitating collaborative processes.
- **Skills**:
  - ○ Strong analytical and problem-solving skills.
  - ○ Excellent communication and presentation skills.
  - ○ Ability to work independently and as part of a team.
  - ○ Ability to manage multiple tasks and meet deadlines.
  - ○ Knowledge of best practices in data privacy and security.
  - ○ Knowledge of issues related to homelessness and violence

SUBMISSION REQUIREMENTS

Interested firms or individuals should submit the following information:

- **Cover Letter**: A brief cover letter (no more than two pages) summarizing your qualifications and experience and highlighting your interest in this project.
- **Statement of Qualifications**: A detailed statement of qualifications (no more than five pages) that addresses the following:
  - Your firm's/individual's experience in conducting similar projects.
  - Your firm's/individual's expertise in data analysis, community assessment, and program evaluation.
  - Your firm's/individual's experience working with vulnerable populations, particularly individuals experiencing homelessness.
  - Your firm's/individual's experience with data integration and management.
  - Your firm's/individual's approach to data privacy and security.
  - Your firm's/individual's understanding of the issues related to homelessness and violence.
- **Project Team**: Identify the key personnel who will be involved in the project, including their roles, qualifications, and experience. Include resumes for each key team member.
- **Project Examples**: Provide descriptions of at least three (3) relevant projects that demonstrate your firm's/individual's qualifications and experience. Include the project name, client, project dates, a brief description of the project, and your firm's/individual's role in the project. As available, please include publications and websites of relevant projects.
- **References**: Provide contact (name, email, and phone number) information for three (3) professional references who can attest to your firm's/individual's qualifications and experience.
- **Fee Schedule**: Provide a general fee schedule for your services based on the total funding allocations. This is for informational purposes only and does not commit The United Way of San Joaquin and project partners to any specific fees.

EVALUATION CRITERIA

Submissions will be evaluated based on the following criteria:

- **Experience and Qualifications (40%):** Demonstrated experience in data analysis, community assessment, and program evaluation, particularly in the context of homelessness and violence.
- **Technical Expertise (30%):** Expertise in data integration, management, and analysis techniques, including statistical software and data visualization tools.
- **Project Team (20%):** Qualifications and experience of the proposed project team.
- **References (10%):** Positive references from previous clients.

SCORING RUBRIC

Below is a description of all the required criteria for this project role:

Criteria	Weight	Exemplary
Experience & Qualifications	**40 points**	5- years of experience in data analysis, community assessment, and program evaluation **(15 pts)**; multiple projects focused on homelessness/violence prevention **(15 pts)**; strong evidence of work with vulnerable populations and producing actionable outcomes **(10 pts)**
Technical Expertise	**30 points**	Extensive expertise in data integration, management, and analysis **(10 pts)**; Proficient in multiple statistical tools (SPSS, R, SAS) and visualization platforms (Tableau, Power BI) **(10 pts)**; Experience developing data privacy/security protocols and integrating multi-source data **(10 pts)**
Project Team	**20 points**	Highly qualified professionals with advanced degrees and extensive experience **(10 pts)**; Roles and responsibilities clearly defined **(5 pts)**; Strong evidence of collaboration on similar projects **(5 pts)**
References	**10 points**	Three strong references provided **(3 pts each)**; All attest to outstanding performance on similar projects; confirm capacity, reliability, and quality deliverables. **(1 pt)**

SUBMISSION INSTRUCTIONS

Please submit your qualifications electronically to PEACEproject@unitedwaysjc.org by **September 29, 2025 by 11:59 PM.** Please include "RFQ - Data Consultant: Homelessness & Violence" in the subject line.

QUESTIONS AND CLARIFICATIONS

Questions regarding this RFQ should be submitted in writing to PEACEproject@unitedwaysjc.org by **Friday, September 16, 2025 12:00 PM.** Responses to questions will be posted at unitedwaysjc.org/peaceproject. Or Join the informational session on **September 9, 2025, 11-12 PM** via link: https://us02web.zoom.us/j/84021978060 .

DISCLAIMER

The United Way of San Joaquin reserves the right to:

- Reject any or all submissions.
- Waive any irregularities in the submissions.
- Request additional information from any respondent.
- Negotiate the terms of the contract with the selected organization.
- Cancel this RFQ at any time.

This RFQ does not constitute a commitment to award a contract. All costs incurred in preparing and submitting a response to this RFQ are the sole responsibility of the respondent.

Thank you for your interest in this project.