



# CITY OF SOUTH BEND

## INNOVATION & TECHNOLOGY

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## Web Developer (Contractor)

### BACKGROUND

The City of South Bend's Department of Innovation & Technology and the Commuter's Trust Project are seeking a web development contract position to support its client management platform.

Commuters Trust is a private-public partnership with the City of South Bend, created in September 2019, and founded by the Bloomberg Mayors Challenge. The \$1 million funding allowed the City to provide free or discounted Uber/Lyft or bus pass rides to individuals that severely lack security transportation. Lack of transportation is a serious issue in South Bend since its public transportation does not fulfill the whole population's needs. Since its launch in 2019, this program has been able to expand and today counts 13 nonprofits and 12 employers as its partners, which translates into 707 individuals served and delivered over 15,000 free or discounted rides in the South Bend area. Some of our main partners are Notre Dame, Goodwill, and South Bend Community School Corporation (SBCSC), with which we have renewed the contract for the 4<sup>th</sup> consecutive year.

The Commuters Trust program has been able to assist individuals with their needs of going to work, making it to doctor's appointments, and different classes important for their education. This help has allowed workers to increase their productivity at work, lower their turnover rates, and cancer survivors to be able to follow up with crucial doctor appointments. Our team has the privilege to serve people who are the most in need of transportation and help them to have a better quality of life that positively affects their families and their community as well. The impact that this program is having in the community is becoming bigger and our projection for next year is to be able to expand even more in the region. For this, we seek an individual that enjoys teamwork and wants to be part of the change that this area needs in terms of transportation.

The web developer will build interfaces to present complex, multi-level information to users and collect user input to improve the quality of results over time. The developer will understand, document and improve the user search, data interaction, and data collection experiences, in close collaboration with our back-end developers and R&D partners. The day-to-day work will include meeting with customers, development team members and our R&D

partners to create and review designs with others, and working with the back-end developers to implement those designs.

Given the seasonal and temporary nature of certain types of information technology or innovation projects, the Department often partners with contractors (individuals or firms) to fill temporary or seasonal or specialized needs relating to projects, implementations, or strategic initiatives.

Note that this contracted position can be filled by an individual or an entity.

Note that this contracted position will be able to set either part-time or full-time hours for performance of the Project Manager services based on the contractor's discretion and project needs, though preferences are for applications that are available to >15 hours a week and/or available during business hours.

Note that the contractor(s) chosen do not have to live in South Bend or be available for in-person work, but that in-person availability is preferred.

## RESPONSIBILITIES

- Develop and maintain new features for the Ride Guarantee's web application (Firebase/Vue/Javascript)
- Manage application data and customer records using Google Firebase and Google Cloud Functions.
- Collaborate closely with business partners to develop new features.
- Work with stakeholders to identify functional requirements, present mockups and develop prototypes
- Identify, troubleshoot, and correct issues
- Work alongside clients, vendors, or R&D partners to ensure project delivery

## DESIRED SKILLS

This contractor should:

- Experience working on single page web applications using frameworks such as Vue, React, or similar
- Experience managing and troubleshooting serverless web applications
- Experience maintaining key/value store databases
- Experience integrating 3rd party text messaging and email platforms into web applications
- Strong communication and collaboration skills

It is preferred that this contractor have:

- 2+ years of professional experience on a web development team
- 2+ years of experience using a front-end framework such as Vue or React (Vue preferred)

- Knowledge of Google Cloud's tools and services
- Knowledge of data visualization tools such as D3.js
- Experience with Python or other scripting languages

**SELECTION CRITERIA**

Applicants will be assessed based on the following:

Item	Points
Experience working with relevant tools	+25 points
Experience integrating 3 <sup>rd</sup> party text messaging and email platforms to web apps	+5
Client experience	+10
Interview	+15
Reference(s)	+10
Ability to work >15 hours a week	+10
Ability to be available for ~5 hours a week during business hours	+10
Ability to work in person at least once every two weeks	+5
Value Ratio (pricing proposed is on budget and/or proportional to the expertise, experience, and services being offered)	+15

**SELECTION PROCESS**

The selection process for this contract will be as follows:

1. Applications open 3/10/2023
2. Applications close 4/7/2023
3. Some applications chosen to move forward to a resume request phase.
4. Some applications chosen to move forward to an interview phase.
5. Applicant(s) chosen (target is end of April)

The City reserves the right to extend the application period. The City reserves the right to not select a proposal. The City reserves the right to repost this contract position if needed. The City reserves the right to stop or suspend this contract hiring process.

**HOW TO APPLY**

Applicants should apply at <https://forms.office.com/r/ZepmvLCazi>

Filling out the above is sufficient for an initial application. The City reserves the right to ask for additional documentation such as resumes, references, or work products during later stages of the process.

Note that documents such as certified checks or evidence of financial responsibility do not apply to this position and will not be requested.

Questions? Please email [itps@southbendin.gov](mailto:itps@southbendin.gov).