



Republic of Liberia
ENVIRONMENTAL PROTECTION AGENCY (EPA)
4th Street, Sinkor
1000 Monrovia, 10 Liberia



Consultancy notice for local consultants to support international consultant

**Project title: Monrovia Metropolitan Climate Resilience
Project (MMCRP)**

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| Job title | Preparation of TOR for construction plan and finalization of design specifications for coastal defense structure |
| Project ID: | 00127200 |
| Project activity | Activity 1.1.1.2: |
| Procuring Entity | Environmental Protection Agency of Liberia (EPA) |

1. Background:

The Liberian capital Monrovia is particularly vulnerable to climate effects, namely sea level rise and the increased frequency of high-intensity storms. This has resulted in coastal erosion and shoreline retreat, which threatens the sustainability of ecosystem services and directly impacts Monrovia's fishery-based livelihoods of approximately 55,000 Monrovia residents, 46% of whom are women.

The Environmental Protection Agency of Liberia (EPA) is the Executing Entity for the Monrovia Metropolitan Climate Resilience Project (MMCRP), financed by the Green Climate Fund (GCF), through the United Nations Development Program (UNDP) and the Government of Liberia (GoL). The core aim of the Project is to build the long-term climate resilience of coastal communities in Liberia by both addressing immediate adaptation priorities and creating an enabling environment for up-scaling coastal adaptation initiatives to other parts of Monrovia and Liberia.

As such, the MMCRP will address these vulnerabilities by: i) building a coastal revetment on 1050m of coastline at West Point-ensuring landings for fishing boats (Output 1); ii) improving the management of Liberia's coastal zone by developing capacity for ICZM (Output 2); and iii) supporting the development of gender- and climate-sensitive livelihoods and improving the resilience of climate-sensitive livelihoods in Monrovia (Output 3). The project is expected to enhance coastal protection, foster improved coastal management and present local communities with diversified climate-resilient livelihoods.



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The Project interventions of coastal protection, comprehensive, long-term planning for coastal zone management and the strengthening of local livelihoods — in conjunction with strong awareness-raising and knowledge management considerations — will address both the immediate and long-term impacts of climate change on the coast of Monrovia and facilitate the potential for up-scaling these initiatives across Liberia. The Project will also catalyze a paradigm shift in the management of Monrovia's coastal zone towards an integrated, transformative and proactive approach that addresses current and anticipated climate change risks and which mixes both infrastructure (where necessary) and coastal ecosystems in adaptation efforts.

A critical stage in preparing for the construction of the revetment and green promenade the preparation of *construction plans and finalising technical design specifications for the coastal defence structure at West Point*. The detailed technical design specifications, based on the designs contained in the Engineering Sub-assessment done during project preparation, will be finalised and an in-depth construction plan developed to ensure that the construction of the West Point revetment and green promenade under the project are implemented appropriately and with the inputs of communities (50% women) in the final design and plan. An Environmental and Social Impact Assessment (ESIA) will be conducted to inform the final design, in accordance with the requirements of Liberian law, following the Environmental and Social Assessment Report (ESAR). In addition, a project site-specific hydro-engineering study of West Point will be conducted by qualified engineers to ensure that the risks of potential localised and broader flooding are incorporated in the detailed design of the defence structure. The final technical design will be based on the existing conceptual design and will consider best practices and lessons learned from other coastal protection interventions in Monrovia and elsewhere. This conceptual design has been informed by detailed geo-physical and social assessments, including an options analysis of nature-based solutions and other hard infrastructure options. Preventing both heavier water loads in the Mesurado Estuary and saline intrusion into freshwater aquifers were critical considerations in this initial design of this intervention. Concurrent to the development of the technical design plans, the construction plan will be developed. The construction plan will identify all necessary inputs, procurement procedures, contracting guidelines, relevant legislation, ESS processes and gender-responsive stakeholder consultations necessary for the construction of the coastal defence infrastructure. The final detailed technical design and construction plan will be developed with input from community and government stakeholders and will be validated prior to implementation.

The Environmental Protection Agency (EPA) is the principal authority in Liberia responsible for the management of the environment and natural resources and is empowered to coordinate, monitor, supervise and consult with relevant stakeholders on all activities in the protection of the environment and sustainable use of natural resources. The EPA, in close collaboration with the



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Ministry of Mines and Energy (MME), Ministry of Finance and Development Planning (MFDP), the Ministry of Public Works (MPW) will implement the MMCRP through a Project Management Unit, based at the EPA. The UNDP, as an Accredited Entity to the GCF will provide oversight and quality assurance services to the MMCRP. The Project Management Unit (PMU) shall be responsible for the implementation of the Project with support from the EPA and UNDP.

In order to achieve some activities under Output 1 of the project (Protection of coastal communities and infrastructure at West Point against erosion caused by sea-level rise and increasingly frequent high-intensity storms), EPA is seeking the service of a **local consultant** to support an international consultant in developing Terms of Reference (ToRs) to be used to recruit an international and qualified engineering firm to undertake the detailed design and construction plan of the revetment and green promenade, including a hydro-engineering study that informs the design. The ToRs will provide the specifications to be met by the design firm, that UNDP will use for the recruitment of such a firm.

1. Objective of the Consultancy:

The objective of the consultancy is to support/ assist the international consultant to prepare a standard technical Terms of Reference (TORs) for conducting a hydro-engineering study and developing the final detailed design and construction plans for coastal defense structure at West Point.

2. The Scope of the Services to be performed

The specific tasks to be performed by the Consultant shall be but not limited to the following:

- Review the conceptual design of the revetment to be constructed at West Point to facilitate the development of the TOR.
- Support the international consultant hired to develop detailed terms of reference (TOR) and procurement packages for developing the final detailed design and construction plans for the coastal defense at West Point; and hydro-engineering study.

3. Deliverables / reports

| Reports | Timeline | Payments |
|------------------|-----------------------------------|-----------------|
| Inception Report | Within 5 days of signing contract | 20% |



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| Draft submission of report documenting contribution to final TORs, following comments from the Government of Liberia and UNDP and selection guidance | Within 10 days | 40% |
| Brief report documenting contributions in assisting the international consultant to provide guidance during the recruitment of firm to undertake hydro-engineering study and detailed design for the revetment construction in West Point. | Within 2 days of finalizing selection process | 40% |

4. Institutional arrangement / reporting relationships

The consultant will work under the overall guidance of the Environmental Protection Agency of Liberia (EPA) in collaboration with the UNDP Liberia, with technical supervision from the Ministry of Mines and Energy, and in close coordination with the international consultant and the Project Management Unit (PMU) of the Monrovia Metropolitan Climate Resilience Project (MMCRP).

5. Duty station; Institutional arrangement / reporting relationships

The Consultant is expected to work at the EPA, under direct supervision of the MMCRP PMU in collaboration with the international consultant. The contractual party will work under the overall guidance of the EPA in collaboration with the UNDP, Ministry of Mines and Energy, Ministry of Public Works (MPW) and in close coordination with the Project Management Unit (PMU) of the Monrovia Metropolitan Climate Resilience Project (MMCRP)

6. Duration of the consultancy

The duration of the consultancy service will last for 10 days within two months period. The service will begin from 18th April 2022 to 18 June 2022.



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7. Minimum Qualifications, Skills and Experience

Education

- Minimum Bachelor's degree in Coastal Engineering or related field.

Experience

The consultant or firm must at least have the following experiences:

- A minimum of **4 years** of progressive professional experience in the area of coastal engineering and coastal protection structures;
- Preference given to specific experience in coastal engineering in Liberia or West Africa;
- Expert level of experience in revetment construction, planning and design;
- Substantial, relevant and practical experience with coastal management, dredging operations, reclamation;
- Experience in coastal adaptation and disaster risk reduction is an asset;
- Demonstrated ability to engage and work with governmental agencies, development partners and with local communities;
- Very good experience with GEF project implementation or management ; and
- Excellent working knowledge of English and written communication skills.

Competencies and skills

- Excellent communication and facilitation skills;
- Ability to follow deadlines, accuracy and attention to detail;
- Ability to work under minimum supervision to meet short deadlines;
- Commitment and drive to achieve challenging goals, and problem solving attitude;
- A team player with strong interpersonal skills and the ability to deal with multiple teams located in multiple institutions;
- Ability to identify client needs and deliver them promptly and accurately - Ability to work under tight timelines;
- Demonstrated ability in team management and collaboration.

8. Submission of Application



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The Environmental Protection Agency invites interested and eligible consultants, firms or companies to indicate their interest in providing the above services by submitting the following documents/ information to demonstrate their qualifications and eligibility.

- a. Financial proposal:** the financial proposal shall specify an all-inclusive daily fee. Payments will be made to the service consultant based on specific and measurable deliverables agreed as per the TOR and contract;
- b. A one-page cover letter** to the Environmental Protection Agency indicating your suitability to provide the services;
- c. Curriculum Vitae (CV)** demonstrating experience in performing similar assignments with three (3) references and showing responsiveness to the qualification's requirements outlined.

All expressions of interest must be delivered by email to the address below **before or on 11th April 2022 @ 23:59 hours** (GMT). Please indicate in the subject line “Local Service Provider Consultant – MMCRP”. Any submission received after the above deadline will not be considered. Only applicants that meet the requirements as outlined will be considered for evaluation. Eligibility criteria and the selection procedure shall be in accordance with the Government of Liberia procurement policy.

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