Republic of Liberia

Ministry of Public Works

South Lynch Street

Liberia Urban Resilience Project

Monrovia, Liberia

REQUEST FOR EXPRESSIONS OF INTEREST (REOI)

INDIVIDUAL CONSULTANT'S SELECTION

COUNTRY:	**Republic of Liberia**
NAME OF PROJECT:	**Liberia Urban Resilience Project**
PROJECT ID:	**P169718**
CREDIT/GRANT No.:	**IDA-7122-LR and E041-LR**
ASSIGNMENT:	**Consultancy Services for Project Management Technical Assistance to the Project Management Unit of the Liberia Urban Resilience Project**
REFERENCE No.:	**LR-MPW-382132-CS-INDV**

The Government of the Republic of Liberia has received financing from the World Bank toward the cost of the **Liberia Urban Resilience Project (LURP)** and intends to apply part of the proceeds for the **Consultancy Services for the Project Management Technical Assistance to the Project Management Unit of the Liberia Urban Resilience Project.**

The objective of the Consultancy services ("the Services") is to recruit an experienced international Consultant that can work with the Project Management Unit to strengthen overall project management, especially in contract management and engineering, and to build the capacity of the PMU staff, including providing hands-on training in project-related work. The Consultant will also assist the PMU in specific engineering, procurement, and contract management needs for specific assignments.

The Ministry of Public Works ("the Client") now invites eligible Individual Consultants to submit Expressions of Interest (EOIs) in providing the Services. The selection shall be based on the qualifications, experience and skills of the candidate and followed by an interview. The qualifications, experience and competencies include:

- At least a bachelor's degree in Civil/Construction/Hydraulic Engineering or equivalent from a recognized university, and a master's degree in Engineering, Project Management, Urban Planning and Development or any other related technical discipline.
- Must be a registered professional Engineer with overall experience of 15 years practicing as an Engineer in planning, design and supervision of infrastructure works with minimum of six (6) years specific experience in design and construction of urban infrastructure works such as water supply, flood risk assessment and drainage structures. Experience in implementation of projects financed by multilateral development banks will be an added advantage.
- Proven experience in urban infrastructure investment project management at a senior or managerial position in donor financed projects, especially World Bank or other development Banks.
- Demonstrated ability to work within diverse and demanding environments while maintaining excellent communication and negotiating skills.
- Demonstrated experience leading teams and ability to work within a team environment.
- Possess good report writing skills and competence in technical design review. Use of MS office and engineering related software such as AutoCAD or ArchCAD will be a distinct advantage.
- Knowledge of local dynamics will be considered as an advantage.
- Fluency in written and spoken English language.
- Experience with World Bank Standard Bidding Documents or FIDIC bidding documents is required.

The Services are expected to commence in November, 2023, are expected to last for a period of three years (36 months) and will be time-based. The consultant will be hired and work like an extended PMU staff. The initial contract duration will be for a period of one year (12 Months) with a probational period of three months, beyond which the contract can be terminated or renewed based on performance after the inception report stage. After successful completion of the probation period, the renewal is not validated until after the satisfactory performance evaluation approved by the World Bank, continued business needs and availability of budget.

Further information can be obtained at the address below during office hours 0900 to 1700 hours from Monday to Friday excluding lunch hour (1300 to 1400 hours) and public holidays.

An Individual Consultant will be selected in accordance with Bank's "Procurement Regulations for IPF Borrowers ("Procurement Regulations") dated July 2016, revised in November 2017 and August 2018, and the Fourth Edition issued in November 2020, and issued September 2023.

For detailed Terms of Reference for this assignment with scope of assignment and specific tasks, qualifications and experience and other requirements, please visit the Ministry's website:

https://iiu-mpw.org, https://www.mpw.gov.lr and www.emansion.gov.lr

Interested applicants may obtain further information including a detailed Terms of Reference upon submission of application to the following email address given below during office hours from 8.00 a.m.– 5,00p.m. Monday to Friday, excluding weekends and public holidays.

Expressions of Interest and CV must be shared through hard copy or via the email address provided below so as to be received on or before **October 12, 2023,** at 15:00 hours (Monrovia Time) – clearly marked **"CONSULTANCY SERVICES FOR PROJECT MANAGEMENT TECHNICAL ASSISTANCE TO THE PROJECT MANAGEMENT UNIT (PMU) OF THE LIBERIA URBAN RESILIENCE PROJECT UNIT (LURP");** and addressed to:

Project Coordinator

Liberia Urban Resilience Project

Ministry of Public Works

P O Box 9011,

South Lynch Street

Monrovia, Liberia

Tel: +231 886 651 3239

Email: lurp.midp@gmail.com cc: lurpmidp.procurement@gmail.com

Website: www.mpw.gov.lr

REPUBLIC OF LIBERIA

MINISTRY OF PUBLIC WORKS

LIBERIA URBAN RESILIENCE PROJECT (LURP)

PROJECT MANAGEMENT UNIT

P169718

TERMS OF REFERENCE

Consulting Services for

Project Management Technical Assistance to the Project Management Unit (PMU) of the Liberia Urban Resilience Project Unit (LURP)

September 12, 2023

I. Project Background

The Government of Liberia (GoL) is implementing a World Bank-financed Liberia Urban Resilience Project (LURP). The Project Development Objective (PDO) is to increase flood resilience and access to urban infrastructure in selected neighborhoods and to improve urban management in Liberia. The project has three components: (i) Climate Resilient Infrastructure and Urban Upgrading; (ii) Strengthening Integrated Resilient Urban Development Capacity; and (iii) Project Management. Under Component II, the project intends to support both national and municipal government institutions responsible for urban planning in institutionalizing and strengthening urban management capabilities critical to efficient revenue generation, planning, and sustainable delivery and management of resilient infrastructure and services. The activities under this component will assist the participating cities to lay the necessary foundation for well-functioning urban centers that are prepared and able to reap the full benefits from subsequent interventions planned for the country and prepare them for second-generation/next-phase urban resilience projects.

Urban development and disaster risk management are key elements of Liberia's medium-term national development strategy, the Pro-poor Agenda for Prosperity and Development (PAPD). The PAPD (2018-2023) emphasizes the role of urban areas, especially Greater Monrovia, in supporting the economic transformation necessary for the country to generate shared prosperity. Floods are highlighted in the PAPD as a cause of climate induced disasters. The National Disaster Risk Reduction and Resilience Strategy of Liberia (2020) aims to reduce and control the risks associated with flood, coastal erosion and windstorms in the Monrovia area. The PAPD is also cognizant of the extent of informality and lack of service access that has paralyzed the economy of Greater Monrovia.

Greater Monrovia is the largest agglomeration in Liberia, but decades of conflict have stalled investments and development. Land use in Central and Greater Monrovia is highly inefficient and unequal. There are high degrees of informality as it is estimated that 70 percent of the Greater Monrovia population is living in informal settlements. These settlements increasingly encroach into wetlands and reclaimed land. The city's piped water and sewage systems predate the civil wars, built to cater to a much lower population. Only 11 percent of Greater Monrovia's households have access to electricity and only about four percent have access to piped water, with the majority depending on water sources that are contaminated. Open defecation is rampant and waste collection rates are very low, impacting basic health especially within informal settlements. These trends hinder the potential of Greater Monrovia to provide a liveable and productive environment that connects workers to jobs and consumers to markets.

The project has four components and three are briefly discussed below.

Component I has the highest budgetary allocation and will finance **Climate Resilient Infrastructure and Urban Upgrading.** Its major sub-Components are (1) Resilient infrastructure for climate risk management and (2) Neighborhood and market upgrading. The funds allocated to the component will will finance the surveys. studies and detailed designs, EIA and RAP, Construction works supervision consultancy services, and the envisaged Construction works contracts including priority investments identified to be implemented as for quick wins. Implementation of the of the activities under the Component is ongoing with the Contract for preliminary, detailed designs and procurement support already signed.

Component II will finance **Strengthening of Integrated Resilient Urban Development Capacity** of the five major cities of Liberia. Some of the major activities include the preparation of Laws/Regulations, codes and e-permitting processes, Climate Resilient Spatial Development Plan for Greater Monrovia, Revenue mobilization and financial sustainability and Operations and maintenance of infrastructure (O&M). The TA service provider is expected to enhance the implementation of the Consultancy services identified under this component. The Project has prioritized solid waste management (SWM) and landfill development as a critical intervention in the major cities of Monrovia and Paynesville due to their high population.

The component III of the project will finance all expenses required for project management and coordination, compliance monitoring of social, environmental and safety standards, fiduciary management, and monitoring and evaluation (M&E). All operational expenses of the Project Management Unit (PMU) will be financed from this component, including external consultants to be hired as PMU staff, project vehicles, equipment, and furniture. The component will also finance the services of a project management consultancy firm to swiftly fill specific technical and project management needs for specific assignments. Any project management, environmental and social (E&S) standards, fiduciary or other required meetings, consultations and workshops will be financed under this component as well. Expenses

required to establish, implement and monitor the Grievance Mechanism (GM) and handling of complaints and all E&S standards related concerns will be covered by this component. Finally, required studies, including a mid-term review and an implementation and completion report will be financed to inform the M&E system of the project. All other M&E related studies, surveys and other expenses will be financed from this component as well.

II. Objectives of the Assignment

The PMU is seeking an experienced international Consultant that can work with the Project Management Unit to strengthen overall project management, especially in the area of contract management and engineering, and to build the capacity of the PMU staff, including providing hands-on training in project-related work. The Consultant will also assist the PMU in specific engineering, procurement and contract management needs for specific assignments.

III. Scope of Work

The PMU Technical Assistance (TA) Service provider will be responsible for the following tasks:

(a) Design & Quality Management

- Guiding work planning and budgeting for the construction and rehabilitation of infrastructure works under the Project;
- Assisting the PMU in reviewing the prepared engineering feasibility studies and detailed designs of infrastructure by other consultants (drawings, BoQs, technical specifications, etc.);
- Assisting the PMU in the Design Reviews of Detailed/Final Designs and contract packages.

(b) Contract Management

- Developing formalized procedures, including tools and templates, to monitor implementation progress of the infrastructure works, including quality, financial, and contract aspects, through regular assessment, supervision, physical and financial reporting, and progress review meetings;
- Supporting the PMU in preparation of Contract Management Plan and monitoring implementation of the same.
- Overseeing and guiding the timely assessement of extension-of-time requests, variation orders, revised drawings and bills of quantities, and any contractual claims by contractors.

- Advising contractors and PMU on the documentation required to progress payments, including certification of completed works, processing and obtaining tax clearance certificates, etc;
- Helping the PMU to convene and consult relevant MPW and Project Technical Committe (PTC) stakeholders to clarify roles and responsibilities related to the design, procurement, implementation, and monitoring of works under the Project;
- Guiding the use of Cash-for-Work through the construction and rehabilitation of infrastructure, to support provision of local employment opportunities and to benefit vulnerable groups;

(c) Capacity Building / Sustainability

- Mentoring and building capacity of PMU Project Engineers based on critical gaps identified;
- Helping the PMU develop maintenance committees and/or strengthening existing groups for recovery planning and monitoring of rehabilitated works;
- Guiding the development of operations and maintenance plans for completed works, including legally binding (as feasible) and clear commitments for long-term asset ownership, management, and community funding.

(d) Procurement Support

- Assisting in the reviw of Terms of Reference and Technical Specifications;
- Reviewing Bidding Documents and Requests for propsal
- Validating Bid Evaluation Reports and Techncal Evaluation Reports;
- Participating in the review of Payment Requests in consultations with the Constrction Supervision firm
- Supporting the PMU in the development of bidding documents alongside the procurement team for designing and implementing infrastructure works on the project, and constituting evaluation committees

IV. Key Deliverables/Expected Output

The key deliverables of the Technical Assistant will be as follows:

a) Reviewed and updated Contract Management Plan (CMP) for each contract within two months of commencement of works.
b) Reviewed and updated Contract risk management matrix for the proposed infrastructure sub-projects within two months of commencement of works. The risk matrix will be updated every quarter and included in the PMU project quarterly report.
c) Reviewed consolidated technical inputs from quarterly progress reports for the PMU for onward transmission to the Project Coordinator. The report will include achievements of key activities undertaken by the contractor, percentage

progress achieved, compliance to the works schedule, key challenges and their solutions, and performance of the Technical Assistance contract.

d) Feedback to PMU with comments on works progress reports prepared by the contractors, third party monitoring agents, and/or technical assistance consulting firm(s).
e) Feedback to PMU with comments on reviewed technical documents including feasibility studies, designs, drawings, bills of quantities and technical specifications.
f) Monthly reports of activities undertaken by the TA to be submitted within 15 days following the end of the month.

V. Required Qualifications and Experience

- At least a bachelor's degree in Civil/Construction/Hydraulic Engineering or their equivalent from a recognized university, and a master's degree in Engineering, Project Management, Urban Planning and Development or any other related technical discipline.
- Must be a registered professional Engineer with overall experience of 15 years practicing as an Engineer in planning, design and supervision of infrastructure works with minimum of six (6) years specific experience in design and construction of urban infrastructure works such as water supply, flood risk assessment and drainage structures. Experience in implementation of projects financed by multilateral development banks will be an added advantage.
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- Demonstrated experience leading teams and ability to work within a team environment.
- Possess good report writing skills and competence in technical design review. Use of MS office and engineering related software such as AutoCAD or ArchCAD will be a distinct advantage.
- Knowledge of local dynamics will be considered as an advantage.
- Fluency in written and spoken English language.
- Experience with World Bank Standard Bidding Documents or FIDIC bidding documents is required.

VI. REPORTING REQUIREMENTS

The consultant will report administratively to the Project Coordinator of the Project Management Unit (PMU) at the Ministry of Public Works.

Brief monthly progress reports and annual work plans, as well as specific topic reports that may become necessary from time to time will be required. The monthly reports

should include all the outputs generated in line with the related activities as stipulated in the annual work plan.

If and as needed, the consultant will present findings to the Liberia Urban Resilience Project (LURP) Project Technical Committee and the Project Steering Committee.

VII: Duration and Location of the Assignment

The Services are expected to commence in October 2023 and expected to last for a period of three years (36 months) and will be time-based. The consultant will be hired and work like an extended PMU staff. The initial contract duration will be for a period of one year (12 Months) with a probational period of three months, beyond which the contract can be terminated or renewed based on performance after the inception report stage. After successful completion of the probation period, the renewal is not validated until after the satisfactory performance evaluation approved by the World Bank, continued business needs and availability of budget.

The consultant will be based for at least 50% of the contract duration in Monrovia at the Ministry of Public Works, located at the South Lynch Street, with travel required throughout Liberia to cities where LURP/MIDP works are implemented. The details for these arrangements will be agreed during contract negotiations in line with project work plans and schedules.

VIII. Inputs/Facilities to be provided by the Client

The selected candidate will work from the Project Management Unit of the Ministry of Public Works, with a provision of a furnished office space. Transportation will be provided by the Consultant in Monrovia except for field trip out of Monrovia to the three cities (Buchanan, Gbarnga and Ganta).