



REPUBLIC OF LIBERIA
MINISTRY OF PUBLIC WORKS

P. O. BOX 9011
SOUTH, LYNCH STREET
MONROVIA, LIBERIA



Request for Expressions of Interest

Date: April 18, 2022

Name of Assignment: Individual Consultancy Services for the Project Management Unit of the Liberia Urban Resilience Project (LURP) – **Civil Engineer**

REOI Reference No.: LR-MPW-288665 -CS-INDV

Project ID.: P169718

Country: Liberia

Dear Sir/ Madam:

The Government of Liberia has received a loan and grant facilities from the International Development Association /World Bank and the French Development Agency (AFD) and intends to apply part of the proceeds of these facilities to eligible payments under the contract for which this Request for Expression of Interest **for** Individual Consultancy Services for the Project Management Unit (PMU) of the Liberia Urban Resilience Project (LURP) – **Civil Engineer** has been published.

The Liberia Urban Resilience Project (LURP) is led by the Government of Liberia through the Ministry of Public Works (MPW) and financed by the World Bank (WB) and the French Development Agency (AFD). The proposed development objective is to increase flood resilience and access to urban infrastructure in underserved neighborhoods and to improve urban infrastructure planning and management in Liberia.

The scope of service for this position requires an experienced consultant to be the **Civil Engineer** who shall assist the Lead Project Engineer with responsibilities of scheduling, planning, forecasting, resourcing, and managing technical activities to ensure project accuracy and quality. The Civil Engineer shall perform task assigned to him/her by the Lead Project Engineer related to the engineering and technical disciplines of ongoing projects. The Civil Engineer reports to the Project Coordinator (PC) through the Lead Project Engineer.

The duration of this service will be for **12 months** but renewable on an annual basis for a period up to six (6) years based upon satisfactory performance, project needs and available budget. Further details of this service are indicated in the attached Term of Reference. (TOR).

The Ministry of Public Works now invites eligible interested individuals to indicate their interest in providing this service. Interested individuals must provide information indicating that they are qualified to perform the services in accordance with the requirements set forth in the TOR including copies of their CV, attach photocopies of relevant applicable certificates/documents, description of similar assignments, experience in similar conditions, availability of appropriate skills, etc.

This procurement process will be conducted in accordance with the recruitment of Individual Consultant procurement/method contained in the World Bank Regulation for IPF Borrowers July 2016, Revised November 2017, August 2018, and November 2020, and the procedures described herein. The scope required is described in detail in the attached Terms of Reference (TOR). Copy of the Terms of Reference (TOR) can be downloaded at www.emasion.gov.lr, www.mpw.gov.lr and iiu-mpw.org.

Expressions of Interest must be delivered to the address below by hand, mail, courier or email on or before **May 16, 2022 at 4:30 pm:**

Attn: Ministry of Public Works
Hon. James J. Reynolds
Assistant Minister Planning & Programming
Ministry of Public Works
South Lynch Street
1000 Monrovia, Liberia
Tel: 0777-004004 / 0880523691
E-mail: jjreynolds@mpw.gov.lr / tmaxsr@yahoo.com

Terms of Reference (ToR)
Civil Engineer
 Project Management Unit
 Liberia Urban Resilience Project (LURP)
 Republic of Liberia

1. Background

The Liberia Urban Resilience Project (LURP) is led by the Government of Liberia through the Ministry of Public Works (MPW) and financed by the World Bank (WB) and the French Development Agency (AFD). The proposed development objective is to increase flood resilience and access to urban infrastructure in underserved neighborhoods and to improve urban infrastructure planning and management in Liberia. The project proposes 4 components:

Number	Name	Activities	W B Financing	AFD Financing
Component 1	Climate Resilient Infrastructure and Urban Upgrading	Resilient infrastructure for climate risk management	US\$30-32 million	~US\$9 million (for Neighbourhood upgrading)
		Neighbourhood and market upgrading		
Component 2	Strengthening Integrated Resilient Urban Development Capacity	Laws/regulations, codes and permitting processes	US\$4-6 million	~US\$1.1 million (for strengthening Operation and maintenance and risks management capacities)
		Climate Resilient Spatial Development Plan for Greater Monrovia		
		Revenue mobilization and financial sustainability		
		Operations and maintenance of infrastructure (O&M)		
Component 3	Contingency Emergency Response Component (CERC)	The CERC is a zero-sum component that allows for the rapid reallocation of un-disbursed IDA funding for situations of urgent need in response to a natural disaster or crisis that has caused, or is likely to	US\$0 million	N/A

		imminently cause, a major adverse economic and/or social impact.		
Component 4	Project Management	Project coordination; procurement; financial management; safeguards; M&E; operational costs; etc.	US\$4 million	~US\$1.1 million

AFD-financed activities will provide basic services to local communities exposed to poor living conditions and high levels of vulnerability to climate change under Component 1, through the development of secondary and tertiary infrastructure in targeted neighborhoods and communities. Works will include three types of investments: roads rehabilitation including pathways, drainage, lighting points and trees; water kiosks; and public spaces gathering different services (playgrounds, sports grounds, library, community hall, restrooms). Neighborhoods for interventions will be selected based on criteria agreed between the stakeholders and the funding agency are Lakpazee (Monrovia Community Council area), Woodcamp (Paynesville community council area) and Shoe Factory (Gardnersville township area).

WB-financed activities **are** focused on climate and flood resilience. Activities will include rehabilitating/upgrading/constructing drainage infrastructure in densely populated areas, and implementing blue-green-grey infrastructure, beyond traditional concrete drainage, such as protected green water retention areas, permeable paving, and rainwater capture. A feasibility and design study will confirm the specific geographic and technical scope of the investments. These will include areas of interest within Liberia , as well as, two sites in Monrovia City Corporation jurisdiction: (i) Northern Bushrod Island, and (ii) Central Business District (CBD), and two in Paynesville City Corporation jurisdiction, including (iii) Omega Market area, and (iv) South eastern Paynesville. In the target areas where climate resilience interventions are envisaged, a small portion of the budget will be used for associated resilient upgrading interventions activities to support improvements in living conditions and access to public services.

In addition, the project will support the strengthening of integrated resilient urban development capacity through four major areas of support including (i) Laws/regulations, codes, and permitting processes; (ii) climate resilient spatial development plan for Greater Monrovia; (iii) revenue mobilization and

financial sustainability; and (iv) operations and maintenance of flood management infrastructure.

Both phases of the project will be implemented simultaneously but with different schedules due to reporting and administrative issues. The WB through its IDA financing has provided US\$40.0 million for this project while the French Development Agency (AFD) will provide co-financing in the amount of EUR10.0 million (US\$11.3 million). A parallel financing arrangement will be used, whereby the two development partners will finance their respective activities separately, while using the same umbrella program framework and the same implementation arrangements, including the use of the same Project Implementation Manual (PIM) and Project Management Unit (PMU).

The project will be implemented through a PMU, hosted by MPW comprised of the following profiles:

1. Project Coordinator
2. Lead Civil engineer
3. Civil engineer
4. Environmental Specialist
5. Social Safeguards & Gender Specialist
6. Communications & Community Engagement specialist
7. Senior Procurement Specialist
8. Procurement Specialist
9. Financial Management Officer
10. Junior IT & digital communication specialist

The financial management aspects of the Project will be managed by a Project Financial Management Unit (PFMU) hosted by the Ministry of Finance, Planning and Economic Development whilst the PMU will provide operational support for financial transactions of the project.

2. Scope of Works

This project requires contracting a Local Consultant to be the **Civil Engineer** who shall assist the Lead Project Engineer (LPE) with responsibilities of scheduling, planning, forecasting, resourcing, and managing technical activities to ensure project accuracy and quality. The Civil Engineer shall perform task assigned to him/her by the Lead Project Engineer related to the engineering and technical disciplines of ongoing projects. The Civil Engineer reports to the Project Coordinator (PC) through the Lead Project Engineer.

3. Civil Engineer's Responsibilities:

- Undertake regular review of technical documents including studies, designs, drawings as well as all other engineering related documents and support the LPE in ensuring quality of construction and civil works related to the project.
- Monitor and provide support to the Consultants / Engineers and other technical staff on detail design, survey, estimating & costing and construction works including contract management works in conformity with the quality, works measurement, record keeping, progress and co-ordinate the works of the PMU for the smooth implementation of the project;
- Administer assigned contracts and provide administrative support required in the preparation of construction and maintenance contracts.
- Conduct special studies or research to solve engineering and project management problems.
- Participate in the preparation and administration of program budgets for assigned area; submit budget recommendations; monitor expenditures.
- Assist in the selection of outside consultants and contractors; negotiate consultant contracts; monitor consultant work and progress of projects and disbursements of payments.
- Compile engineering and other data for use by other staff members.
- Respond to citizen complaints and investigate citizen concerns in assigned area.
- Ensure that contractors deliver their work in line with the contract, BOQ, technical specifications and on time, in line with an approved program of works.
- Coordinate closely with the environmental and social PMU team to ensure that contractors deliver their work in line with the standards laid out under the environmental and social instruments, such as the Labor Management Plan (LMP), Resettlement Action Plan (RAP), Environmental and Social Management Plan (ESMP), Environmental and Social Assessment (ESIA), COVID-19 prevention and Preparedness Plan, and Contractor Environmental Social Management Plan (C-ESMP) and Traffic Management Plan (TMP).
- Answer questions and inquiries from the public, architects, builders, engineering staff, public works department employees, and other city departments; perform field inspections as necessary to resolve questions and code interpretations.

- Review outputs of consultants and coordinate technical feedback to the consultants, including feasibility and designs of infrastructure works, to ensure the quality of the work is in line with the TORs and of a high-quality standard, prior to submitting for review to WB or AFD for approval.
- Prepare construction drawings using AutoCAD drafting software to assist in the preparation of civil engineering designs; perform calculations and computations for professional engineer review; perform field work to support project design and construction.
- Maintain awareness of new developments in assigned area; incorporate new developments as appropriate into programs.
- Perform related duties as required.

4. Minimum Qualifications:

The person suitable for this position should have the following qualifications:

- At least a Bachelor's degree in Civil Engineering.
- 6 years of work experience with 3 years' project implementation experience in urban environments; experience with urban drainage and neighborhood upgrading design and construction works are considered an advantage.
- Excellent computer literacy and knowledge of design and visualization software.
- The ability to work with multiple discipline projects.
- Excellent project management and supervision skills.
- Excellent organizational, time management, leadership, and decision-making skills.
- Strong written and verbal communication skills.
- Knowledge of applicable design codes, policies, standards, and best practices.

5. Reporting

- a. Monthly progress reports: The Consultant shall prepare concise Monthly Progress Reports covering progress towards achieving the objectives in this ToR as well as identified areas of weaknesses and strategies for improvement of engineering activities. The reports shall provide a brief but comprehensive end-of-month progress assessment. Tabulated representations of the work program, details of impediment to the performance and proposals for overcoming them. These reports shall be submitted within or not later than the 7th day of the first week of the

succeeding month. The report will be assessed and appraised by the Project Coordinator.

- b. Quarterly Progress Reports: These reports shall make use of the information previously reported monthly, but suitably modified to include, summarize, and draw conclusions on all pertinent issues concerning the assignment. In addition, the Quarterly Progress Reports shall summarize the Consultant's activities, with solutions adopted, and any other relevant information considered necessary in respect of the services delivery. Each of these reports shall be submitted not later than the 7th day of the first month of the following quarter.
- c. A draft final report within the last week of the second-to-last month of the assignment for review by the development partner and the project steering committee.
- d. A final report within the last week of the assignment.

6. Contract Duration:

The contract duration will be for a period of one year (12 months), with a probation period of three months, upon which it can be renewed based on satisfactory performance. The total project duration is expected to be for six ~~five~~ years (~~6720~~ months) based upon project needs and available budget.

7. Selection Method:

The selection method for this assignment is Individual Consultants selection (ICS). The process of selection will be in line with the relevant WB Procurement Regulations.