

REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES – FIRMS SELECTION)

**SAINT VINCENT AND THE GRENADINES
VOLCANIC ERUPTION EMERGENCY PROJECT (VEEP)
IDA 70060/ TF B7008**

**Assignment Title: Design Consultancy for the Renovation and Retrofitting of
NEMO's Belmont Observatory
Reference No. SVG-VEEP-CS-CQS-2**

The Government of Saint Vincent and the Grenadines (GoSVG) has received financing from the World Bank toward the cost of the Volcanic Eruption Emergency Project (VEEP), and it intends to apply part of the proceeds for consulting services.

The consulting services ("the Services") include the preparation of a comprehensive works program inclusive of architectural and engineering designs, specifications and bills of quantities for improvement to the Belmont Observatory. The duration of this consultancy is estimated to be eight (8) weeks.

The Terms of Reference (TOR) for the assignment is attached to this request for expressions of interest.

The Ministry of Finance, Economic Planning and Information Technology (MoFEP) now invites eligible consulting firms ("Consultants") to indicate their interest in providing the Services. Interested consultants must provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:

1. Experience in designing emergency shelters and/or, public and commercial buildings.
2. Completion of at least one similar assignment within the last five (5) years.
3. Satisfactory completion of a World Bank or Multilateral Development Bank design consultancy assignment within the last 5 years.

Key Experts will not be evaluated at the shortlisting stage.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" 4th Edition November 2020 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest. In addition, consultants shall refer to the requirements on conflict of interest related to this assignment as per paragraph 3.17 of the Procurement Regulations.

Consultants may associate with other firms to enhance their qualifications, but should indicate clearly whether the association is in the form of a joint venture and/or a sub-

consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A Consultant will be selected in accordance with the Consultant's Qualification Based Selection (CQS) method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours 9:00am to 4:00pm EST.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by e-mail) by 4:00pm EST Friday February 25, 2022.

Ministry of Finance, Economic Planning, and Information Technology

Attn: Mr. Recardo Frederick

Director of Economic Planning

1st Floor, Administrative Centre,

Bay Street

Kingstown

St. Vincent and the Grenadines

Tel: 784-457-1746

Email: cenplan@svgcpd.com, rjohn@svgcpd.com, mglynn@svgcpd.com,

Appendix 1 – Terms of Reference

VOLCANIC ERUPTION EMERGENCY PROJECT (VEEP) TERMS OF REFERENCE FOR CONSULTANCY UPGRADE OF THE BELMONT OBSERVATORY AND SLEEPING QUARTERS

Background

The Government of Saint Vincent and the Grenadines (GoSVG) has received financing from the World Bank toward the cost of the Volcanic Eruption Emergency Project (VEEP), and it intends to apply part of the proceeds to payments for goods, works, non-consulting services and consulting services to be procured under this project. This project will be jointly financed by the European Union - Caribbean Regional Resilience Building Facility Fund.

The National Emergency Management Organization (NEMO) has identified the need to improve the Belmont Seismic Observatory. Improvements include the construction of additional sleeping quarters and enclosed storage area, interior renovations to the current facility, the addition of a water tank system and site improvements such as, fencing, grading, and retaining walls.

Purpose and Scope

The purpose of this activity is to prepare a comprehensive works program for improvements to the Belmont Observatory and develop technical contracting packages to be included in works bidding documents in order to advance the contracting of construction related activities.

Scope

The expectation under this activity is to prepare engineering and architectural designs, bills of quantities, specifications and other requirements for improvements to the Belmont observatory. At the conclusion of this activity, the expectation is to develop required technical documentation needed to support the engagement of construction firms to execute the required works. NEMO has identified specific improvements to be addressed however other activities will be developed under this contract based on the consultant's assessment.

The activity includes consideration for both short and long-term activities and will require the consultant to advise on the scheduling of works improvements based on familiarity with construction capacity in Saint Vincent. Short -term is defined as works that can be completed prior to December 2022.

All designs under this contract shall conform to standards required under internationally acceptable standards and codes as approved by the MoFEP-PIU.

Contract Level Reporting

During the execution of this contract, the consultant shall provide the following reports in accordance with the schedule provided. Specifically:

- Report: Inception report and work plan

Report presenting, activities schedule and activities requiring participation of NEMO and the MoFEP-PIU during contract execution.

Schedule: 1 week from contract signature, 2 copies electronic and 4 printed copies.

- Report: Monthly progress reports

Report to present summary of activity and progress, issues encountered and recommended solutions, expected activities during the coming month.

Schedule: Monthly within 5 days after closing the previous month

- Task Level Deliverables: In accordance with the requirements presented in the task descriptions.

- Report: Issues affecting contract execution

Contractor shall any significant issues encountered that may affect contractor performance or delivery schedules.

Schedule: As needed report within 1 day of identification of significant issues

- Report: Record of Meetings

The contractor shall maintain a record of all meetings taken during the execution of this contract. Report shall include a summary of meeting activities and discussions including issues addressed and agreed actions, assignment of agreed responsibilities and timeline, List of attendees, affiliation, and contact information

Schedule: As needed report within 2 days of meeting.

- Report: Contract final report, Summary and findings

Prior to contract closing, the consultant shall prepare a comprehensive closing report summarizing findings and recommendations developed during contract execution.

Task Descriptions

This activity is divided into 2 tasks. Task 1 relates to a review of the existing structures and the development of maintenance and repair requirements. Task 2 focuses on the concept design, engineering designs and the preparation of technical support documents to support the works bidding process.

Task 1 - Building Structural Assessment Repair, Retrofitting and Maintenance Requirements

Under this task, the consultant shall conduct a detailed inspection of the Belmont Observatory and prepare a comprehensive brief of maintenance and repair requirements needed to ensure proper operation and safety.

NEMO is also seeking to improve building environmental performance with respect to energy performance and is considering the addition of solar power enhancements to reduce grid energy consumption. The consultant shall prepare an assessment of the solar potential for the site to include the use of roof-top solar arrays and a conceptual cost benefit analysis with respect to the installation of solar collectors.

The assessment shall include recommendations for retrofitting the physical structure to withstand wind loads of 145 mph and seismic resistance to magnitude 5.0 earthquakes and lateral blasts from an explosive volcanic eruption.

The consultant shall prepare an initial report detailing activities needed and a recommendation of activities that can be considered for short-term intervention. Based on the findings, and consultation with NEMO, the consultant shall quickly prepare the estimated cost of works and timing, priced bills of quantities (BOQs), construction briefs and required drawings/plans suitable for inclusion in World Bank Works Bidding Documents.

Task 1 Deliverables

Deliverable: Summary report and detailed findings

Schedule: 1 month from contract signature, 2 copies electronic and 4 printed copies.

Task 2 - Architectural Concept and Engineering Designs

Based on the requirements presented in annex 1, and the findings under task 1, the consultant shall prepare designs and technical bid documentation for the construction and renovation of the Belmont observatory. This task is divided into 3 subtasks. Sub-task 2.1 is the development of the proposed site layout and architectural concept drawings for the required improvements. Sub-task 2.2 is the development of engineering designs and priced bill of quantities for the proposed construction activities. Sub-task 2.3 entails the preparation of technical construction requirements suitable for inclusion in the works procurement documents.

Sub-task 2.1 - Concept designs and revised floor plans

Improvements to the observatory facility will require a combination of new constructions and interior renovations to improve operational conditions at the compound. Interior renovations include the reallocation and expansion of spaces within the buildings. New constructions will include building expansions and the addition of structures to accommodate required improvements.

To support this task, the consultant shall also provide a detailed site plan and facilities floor plan in an AutoCad (2013)format.

Based on the existing structures, site and floor plans, the contractor shall prepare an architectural concept for both exterior and interior improvements include building footprints and interior space floor plans as a basis for the engineering design. These plans shall be developed in conjunction with NEMO to ensure the facility meets their requirements.

During this phase, the consultant shall examine existing support facilities including general site characteristics (e.g. topography, drainage etc.), wastewater treatment systems, access and power supply, traffic flow and other relevant considerations that may provide constraints for the facility designs.

On completion of the development of the concept drawings and approval from NEMO, the consultant shall use the approved concepts in the development of the engineering design package.

Sub-task 2.2 - Engineering design and construction requirements

Based on the approved concept designs, the consultant shall prepare detailed engineering designs and remodeling requirements. These will include the development of detailed drawings, priced bill of quantities and cost and schedule estimates for each activity identified. To the extent possible, the consultant shall organize construction activities as packages which can be phased based on estimated construction schedules. Given the time constraints under the EU funding window, packages are to be divided into those that can be completed prior to the end of December 2022 and those which will require schedules that exceed that funding deadline. It is envisioned that the contracting of actual works may be phased or involve multiple contracts.

Sub-task 2.3 - Technical annexes for works contract support

Under this sub-task, the consultant shall prepare estimated cost of works and timing, priced bills of quantities (BOQs), construction briefs and required drawings/plans suitable for inclusion in World Bank Works Bidding Documents in accordance with the task deliverable schedule. These shall include an estimated schedule for works activities and duration considering the capacity of local construction contractors.

Task 2 Deliverables

Deliverable: Drawings, site and floor plan, sub-task 2.1

Schedule: 2 weeks from contract signature, 2 copies electronic and 4 printed copies.

Deliverable: Draft Architectural concept, floor and site plans, sub-task 2.1

Schedule: 4 weeks from contract signature, 2 copies electronic and 4 printed copies.

Deliverable: Final Architectural concept, floor and site plans, sub-task 2.1

Schedule: within 1 week of receipt of comments, 2 copies electronic and 4 printed copies.

Deliverable: Final engineering designs, sub-task 2.2

Schedule: 7 weeks from contract signature, 2 copies electronic and 4 printed copies.

Deliverable: *Designs, estimates, priced BOQ and Construction Briefs, sub-task 2.3*

Schedule: 8 weeks from contract signature, 2 copies electronic and 4 printed copies.

Annex 1 - Activities List

| Requirement | Activity type |
|--|--|
| Enlarge observation room | Remodeling |
| Relocate Generator room | Demolition/Retrofit and New Construction |
| Need fuel storage area for generator and vehicles | New Construction |
| Need separate store room with shelves | New Construction |
| Need workshop room – for fitting and testing equipment, with shelves (may be like a small garage with workshop desks etc | New Construction |
| At least three (3) small offices | New Construction |
| A waiting area to be added | New Construction |
| Kitchenette | Remodeling |
| One rest room with toilet and shower facilities (more like a lounge where scientist can sleep and relax if necessary) | Remodeling |
| Tiling of observatory and all new spaces | |
| Observatory must be joined to sleeping quarters | New Construction |
| Parking area | Site works |
| Safe room to be reinforced | Remodeling |
| Separate visitors rest room (adjacent) waiting area | New Construction |
| Levelling of yard | Site works |
| Security booth | Remodeling |
| Gate to be refurbished | Site works |
| Fencing of compound | New Construction |
| Security system for compound | Remodeling |

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|--|------------------|
| Water storage capacity for observatory and sleeping quarters | New Construction |
| Burglar Bars for all windows and external doors | |
| <i>Sleeping Quarters</i> | |
| Two additional self-contained rooms (shower, toilet and kitchenette) | New Construction |
| Refurbished kitchen with built in cupboards | Remodeling |
| Cupboards in bedroom | Remodeling |
| Linen closet | Remodeling |
| Laundry room | Remodeling |
| Bathrooms upgrade | Remodeling |
| Bigger balcony for recreation | New Construction |
| Refurbished existing bedrooms to include closets/cupboards | Remodeling |
| Burglar Bars for all windows and external doors | |