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 Retrofitting of NEMO's Campden Park Warehouse
Reference No. SVG-VEEP-CS-CQS-4

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

Campden Park Warehouse Assessment and Designs

Background

Under the World Bank Volcano Eruption Emergency Project (VEEP), the Government of Saint Vincent and the Grenadines (GoSVG) has received funding to support the implementation of a variety of emergency response activities. Included in this support is a funding package provided by the European Union (EU)supporting emergency management improvements. These funds are time bound and expire in December 2022. The project intends to maximize the use of these funds.

Under this activity, the National Emergency Management Organization (NEMO) has identified the need to improve the emergency warehouse facility, located in Campden Park. These include maintenance, rehabilitation, and physical improvements to the facility. Given the time constraints of the EU funding, it is important to maximize the use of these funds to advance the physical works within the available funding window.

Purpose and Scope

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

Scope

The expectation under this activity is to prepare a comprehensive structural assessment of the Campden Park warehouse highlighting needs to address maintenance, rehabilitation, and operational improvements required to ensure the efficient operation of the facility. 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 contractor 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 contractor shall provide the following reports in accordance with the schedule provided. Specifically:

- *Report: Inception report and work plan*

  Report to present contractor work plan, 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 1 - Building Structural Assessment Repair, Retrofitting and Maintenance Requirements

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

As a critical facility in the emergency management system, the assessment shall also consider the requirements for adding a second story (mezzanine, within the envelope of the existing building). As this is a warehouse facility, the consultant shall review traffic and materials flow requirements and prepare recommendations for site improvements to facilitate materials receiving and

distribution activities. This includes the review of temporary container storage requirements, and power required to maintain refrigerated container systems.

Additionally, the consultant shall review warehouse operations and prepare recommendations for improvements to floor plan and storage systems to optimize building operations.

NEMO is also seeking to improve building environmental performance with respect to energy performance and is considering modifications to interior ventilation as well as the addition of solar power enhancements to reduce grid energy consumption. The consultant shall examine building ventilation requirements and provide an assessment to determine whether the current roofing system can support the installation of solar panels.

The assessment shall consider scheduling of needed works to be divided into 2 categories namely short term and long-term activities. The project currently has access to a funding source to support construction activities however these funds expire in December 2022. Hence the definition of short-term is work using local contractors that can be completed prior to that time. Long-term activities are those that that cannot be completed in that time frame in the consultant's opinion. It is estimated that the available construction window will be from May 2022 until end of December 2022.

Finally, the consultant shall examine the need for special storage including refrigeration and controlled storage spaces (e.g. dangerous goods, humidity-controlled space, etc.) as well as building safety systems including fire control.

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 is World Bank Works Bidding Documents.

Similarly, for long-term activities, the consultant shall prepare estimated cost of works and timing, priced bills of quantities (BOQs), construction briefs and required drawings/plans suitable for inclusion is World Bank Works Bidding Documents in accordance with the task deliverable schedule.

As part of this task, the consultant shall also provide a detailed site plan and facility floor plan in an AutoCad format.

Task 1 Deliverables

Deliverable: *Classified Initial Activities Summary*
Schedule: 3 weeks from contract signature, 2 copies electronic and 4 printed copies.

Deliverable: *Designs, estimates, priced BOQ and Construction Briefs, Short-Term activities*
Schedule: 5 weeks from contract signature, 2 copies electronic and 4 printed copies.

Deliverable: *Estimates, BOQ and Construction Briefs, Long-term activities*

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

Deliverable: Contract summary report and detailed findings
Schedule: 8 weeks from contract signature, 2 copies electronic and 4 printed copies.

Task 2 - Roof Replacement, Water Storage and Electrical Modifications (short-term)

Based on the client's preliminary assessment, it is believed that works involving roof replacement, electrical modifications, and water storage improvements can be completed in the short-term prior to the end of December 2022. To this end, the development of technical works documentation for these activities has a high priority in order to successfully complete construction activities in the time available. These activities shall be developed on the same schedule as short-term activities identified under task 1.

Water storage system

The consultant shall prepare engineering designs and a priced bill of quantities for the construction of a water tank platform in the location determined in consultation with NEMO. The platform shall be of concrete construction and will be designed to accommodate two 800 gal water tanks. The platform shall be of sufficient size to accommodate routine maintenance and be sufficiently elevated to permit filling of hand carried containers (IE 4 feet or so). A plumbing schedule will be developed considering that the tanks will be connected to the public water supply and integrated into the normal building water service system. Tanks will be filled from the top and water levels will be managed by a supply cutoff when tanks are filled. Plumbing shall be designed so that tank supply water cannot mix with the public water supply. Valving shall be introduced that allows switching the building from the tank source to the public supply system. Additionally, tanks shall be equipped with a supply valve and piping that allows users to fill portable water tanks at the storage site. The tanks should be appropriately secured to prevent displacement from high wind events and seismic events.

Plumbing schedules and designs

Plumbing requirements will be based on the tanks already purchased for the project. Tanks will be connected after the water meter connection. Plumbing designs shall be developed to connect the tanks to the warehouse as the primary supply source. All exposed plumbing shall be impact resistant and resistant to corrosion or deterioration from UV exposure. Building supply shall be pressurized by an electric pump system connected to the building electrical system. The pump system shall be equipped with a pressurized reservoir tank to maintain service and reduce pump operating time. Minimum water pressure shall be maintained at 60 psi when tanks are in operation. All fittings shall be approved for use in potable water systems. Valving shall be provided to:

- Independently isolate tanks from the supply stream
- Separately allow direct connection of the public water supply either to individual tanks or the building as needed

- Isolate the public water supply from potential backflow when switching from tank supply to public water mains
- Provide automatic tank-full shutoffs when tanks are filled from the public supply
- Provide an independent fill valve for filling portable containers supplied from both tanks and independent valves to permit draining individual tanks for maintenance and piping to allow tanks to drain to a location specified by NEMO.
- Provide a simple tank level indicator for each tank which can be easily observed.
- As needed tanks shall be properly vented.
- Inspection requirements to include workmanship and pressure testing requirements.

Plumbing design shall comply with acceptable international standards. All plumbing fittings shall be corrosion resistant and pressure rated as appropriate. Tank installation and plumbing shall conform to applicable CWSA requirements to ensure protection of the public water supply.

Schedules and drawings shall be provided detailing all plumbing fittings and pipe specifications.

Bid Document Support

The contractor shall prepare the technical works contracting package to include drawings, specifications, Priced Bill of quantities and the Description of works and construction requirements. This package shall be designed for a construction contractor to supply and install all required materials and equipment. This shall be in a form suitable for inclusion in World Bank bidding documents as the document technical annex.

Roof Replacement

The consultant shall conduct a detailed engineering assessment of the current roof structure including rafter system and prepare recommendations for repair and/or replacement of roofing components as needed. The estimated wind load shall be determined based on the current structure. The inspection shall also include considerations for retrofitting the structure to improve the wind load performance up to 145 mph or maximum performance considering the overall building design.

Gutter systems shall be inspected and repair requirements shall be included as part of the roofing package.

The consultant shall prepare engineering designs and a priced bill of quantities for the replacement of the warehouse facility roof. All materials shall be specified as corrosion resistant. Roofing panels shall be metal and a minimum 20 gauge. Panels shall be of wind (hurricane) resistant design and supplied with protective coatings in a color to be determined by NEMO. Recommended retrofitting requirements shall first be approved by the MoFEP Project implementation Unit and on approval be integrated into the design package.

Bid Document Support

The contractor shall prepare the technical works contracting package to include drawings, specifications, Priced Bill of quantities and the Description of works and construction

requirements. This package shall be designed for a construction contractor to supply and install all required materials and equipment. This shall be in a form suitable for inclusion in World Bank bidding documents as the document technical annex.

Electrical Modifications

Electrical modifications to the warehouse facility consist of modifications to the interior lighting controls and the installation of electrical modifications to accommodate an emergency power standby generator.

Interior lighting is currently controlled from a single switch. As such all warehouse lights are on at the same time. To improve energy conservation, modifications to the system are required to permit the independent control of specified lighting zones. The consultant shall coordinate with NEMO to determine how the lighting zones will be configured.

A standby generator is to be installed at the facility. The generator will be diesel powered and mounted exterior to the building. For this activity, electrical designs shall be prepared to modify the building system to accommodate generator supplied power. This included modifications required to the building main breaker panels, wiring, and external connections to accommodate the unit. The location of the generator shall be determined by the consultant based on the current electrical supply system. independent circuit breaker shall be provided to allow the isolation of the generator from the building circuit.

The consultant shall also prepare specifications for a concrete pad to accommodate the unit. Additionally, the design shall include the installation of an above ground 50 gallon diesel fuel tank which will gravity feed the generator unit. The unit location will be designed to be accessible by vehicle to facilitate fueling operations. The fuel storage pad shall be equipped with a spill containment system.

Additionally, the contractor shall provide equipment specifications for the generator unit and automatic power transfer system components. Generator shall be equipped with a fuel water separator, fully automatic, self starting, self switching and equipped with an auto start maintenance system that automatically runs the system on a programmed test schedule. Generator output shall be determined from the consultants recommendation.

Bid Document Support

The contractor shall prepare the technical works contracting package to include drawings, specifications, Priced Bill of quantities and the Description of works and construction requirements. This package shall be designed for a construction contractor to supply and install all required materials and equipment. This shall be in a form suitable for inclusion in World Bank bidding documents as the document technical annex.

Building Ventilation Modifications

The consultant should calculate and develop all technical specifications, drawings, construction method statements and estimates to allow for the installation of appropriately sized extractor

fans along with a combination of other air quality and air flow improvement equipment, such as destratification fans.

Task 2 Deliverables

Deliverable: *Designs, estimates, priced BOQ and Construction Briefs, Short-Term activities*
Schedule: 5 weeks from contract signature, 2 copies electronic and 4 printed copies.