REPUBLIC OF LIBERIA
ENVIRONMENTAL PROTECTION AGENCY (EPA)
Bright Building 302-A Old CID Road, Mamba Point
1000 Monrovia, 10 Liberia
P.O. Box 4024

Consultancy Services
Request for Expression of Interest

Job Title		Engineering Firm **(National)**	
Division/Department		Project: Enhancing the Resilience of Vulnerable Coastal Communities in Sinoe County, Liberia (ERVCCS)	
Program/Project Number/ GEF Project ID number		10376	
Activity Result		Detailed Design of Hybrid-Adaptation Coastal Structures (1.5km revetment and five 20m long groynes) to be replicated from the New Kru-Town coastal Add-On revetment design.	
Assignment		To conduct assessments and design or modify coastal structures from the coastal Add-On that will protect Downtown Mississippi and Seebeh from coastal erosion.	
Location		Greenville, Sinoe County	
Reports to	**ERVCCS Project Manager under the supervision of the Energy & Environment (E&E) Coordinator**	Consultancy Duration:	Two (2) year period

1.0 PROJECT BACKGROUND:

The EPA is Liberia's principal authority for environmental management. It coordinates, monitors, supervises, and consults with relevant stakeholders and sector Ministries, Agencies, and Commissions (MACs) on all activities related to protecting the environment and sustainable use of its natural resources.

The Government of Liberia (GoL), through the EPA and the United Nations Development Program (UNDP), and with funding from the Global Environmental Facility (GEF), received funding for the project "Enhancing Resilience of Vulnerable Coastal Communities in Sinoe County of Liberia (ERVCCS)." EPA is the project's Executing Entity. It is financed by a GEF Trust Fund grant and co-financed by UNDP and the GoL.

The project aims to build on existing projects to strengthen the resilience of vulnerable coastal communities and their livelihoods to the impacts of climate change, focusing on women and youths. Specifically, project interventions include 1) Strengthening Institutional Capacity for Climate Change Adaptation Planning, 2) Supporting Innovative Technologies for Climate Information and Communication Management, 3) Introducing Hybrid Adaptation Solutions, and 4) Supporting Resilient Livelihood Diversification through Training and Improved Access to Finance. The majority of the above interventions will target all coastal

counties in Liberia. In contrast, hybrid adaptation interventions will be explicitly implemented in Sinoe County, one of the country's most vulnerable coastal counties.

The impacts of climate change, combined with non-climatic drivers, such as sand mining, the expansion of agricultural areas, unsustainable fishing, pollution, and inadequate drainage systems, compromise the resilience of Liberian communities' ecosystems along the coastline. Consequently, local communities and ecosystems are experiencing increased coastal flooding and erosion, saltwater intrusion into groundwater supplies, waterlogging of inland areas, and sedimentation of rivers and freshwater resources due to Sea Level Rise (SLR) and higher-intensity rainfall events. The vulnerability of communities and ecosystems occurs through I) inundation and consequent damage of coastal infrastructure, II) loss of fishery and agriculture-dependent livelihoods, III) decrease in stable income generation for coastal communities, IV) increase in conflict and competition over resources within communities, V) decrease in food and nutrition security, VI) increased risk of vector- and waterborne diseases through waterlogging, and VII) increased pressure on surrounding ecosystems to compensate for the reduced provision of services from coastal, wetland and mangrove ecosystems. In addition, the vulnerability of Liberia's coastal communities and their resilience to climate change, particularly in Sinoe County, is exacerbated by the limited capacity of GoL to provide essential services and adequate support for, among other things, water and sanitation, healthcare, utility-scale energy, and road infrastructure.

As a result, coastal communities in Liberia are threatened by damaging floods and erosion, both of which are increasing due to sea level rise and other impacts of climate change, such as increasingly intense rainfall events and the current limited financial and technical capacity at the national and county levels to address these threats.

2.0 SCOPE OF WORK

Under component three of the project, two revetments, 800m, and 700m, are required to be constructed in Downtown Mississippi and Seebeh, respectively. In addition to the revetments, five groynes, each measuring 20m in length will also be constructed. The task of the consultant is to develop the revetment Detailed Design for the Sinoe coastal project which is to be replicated from the New Kru-Town coastal Add-On project design. In addition, the consultant will develop a Construction Management Plan, and a Maintenance Plan, and will be responsible for providing continuous Quality Control and Quality Assurance throughout the construction period of the coastal defense structures. Finally, the consultant will update the project's existing Environmental and Social Management Plan (ESMP).

Due to the lack of in-situ data (wave, tide, currents, sediment transport, etc.) for the project's area, the existing data collected under the Monrovia Metropolitan Climate Resilience Project (MMCRP) will be used and could be supported by other similar available free sources data to cover any existing or identified gap. The revetment of the Sinoe project will replicate/adapt the revetment design of the New Kru-Town coastal Add-On project while incorporating Sinoe site-specific details. The revetment is expected/required to meet

technical standards and best practices, including UNDP and GEF environmental and social standards. The following contains the detailed scope of work of the consultant:

i) Detailed Design

A comprehensive revetment and groyne designs to be generated/ replicated from the New Kru-Town coastal Add-On revetment design provided. The adoption/ replication of the New Kru-Town coastal Add-On revetment design will consider site-specific (Topography, Beach profile, and Bathymetry) details of the Sinoe project area.

An in-situ near-shore bathymetry is required in the project's areas to ascertain the groynes details. The designs must contain a layout of the structures, elevations, and longitudinal cross-section drawings. Additionally, a perspective of the finished hybrid–engineering design should include/ indicate where exactly the green adaptation measures (trees) should be planted along the structures (revetment and groynes).

ii) Site Topography Studies

The topographic survey must be tied to the beach profiling levels and correlated to the specific geographic reference system used within Liberia and the Marine Datums. These data include the following:

a. Mean Sea Level (MSL): The average level of the sea's surface, used as a reference point for elevation.
b. A permanent benchmark is to be established at each construction site for future reference.

The topographic survey should extend along the beaches, cover the project's areas, and reach a water depth of up to 3 meters Chart Datum (CD) or approximately 10 meters from the shoreline. The consultant will need to determine the appropriate type, extent, and boundary of this extension to achieve the project's objectives.

iii) Bathymetry

The survey must cover the area up to 50 meters offshore.
The survey may extend into the Sinoe River if necessary/ required to achieve the detailed design. The consultant will need to determine the appropriate type, extent, and boundary of this extension to achieve the project's objectives.

iv) Quality Control (QC) and Quality Assurance (QA)

A full-fledged continuous quality control, beginning from day one of the construction must be carried out. This includes monitoring the construction procedure so that it aligns with the specifications and follows the construction management plan developed by the consultant to achieve the structural lifespan.

v) Environmental and Social Management Plan (ESMP) and Construction Management Plan (CMP)

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The consultant shall update the project's ESMP and shall develop a construction management plan that will be used throughout the construction process. The ESMP and CMP shall be in compliance with the Environmental Protection Management Law of Liberia and the UNDP Social and Environmental Standards (SES). The SESs applicable to this project include SES 1, SES 3, SES 7, and SES 8. Hence, the CMP must present prevention and mitigation strategies for the above standards and the Labor Law of Liberia. For the building phase, a site layout plan that includes laydown places, rock stockpile locations, and suggested office space areas must be created. Above all, sanitary and safety measures should also be included.

vi) Maintenance Plan

The firm is required to develop a maintenance plan for the coastal structures to be constructed. The maintenance plan must consider the quality of the revetment and groyne designs to enable the structures to meet their designed structural lifespan.

vii) Provision of Daily salaries for forty-four (44) daily hires who will provide support during the construction of the revetment, with 40% of them being females.

The daily hires will be sourced from Downtown, Seebeh, and Bannah communities, in compliance with the Labor Law of Liberia and the UNDP SES 7–Labor and Working Conditions. 40% of the daily hires must be females.

3.0 KEY EXPECTED OUTPUT

i) Site Topography & Bathymetry reports,
ii) Detailed hybrid engineer designs of the revetments and groynes report,
iii) Construction Management Plan
iv) Maintenance Plan and an updated SESM
v) Monthly QC and QA Report of Construction

4.0 DELIVERABLES and PAYMENT SCHEDULE

No.	Output/ Deliverable	Payment Plan
1.	Submission and clearance of Inception Report (10 days after signing of contract)	20%
2.	Submission of Topography and Bathymetry reports; and Detailed Revetment & Groyne Designs which will replicate/ adopt the New Kru-Town revetment design provided. (20 days after signing of the contract).	25%
3.	Construction Management Plan and Maintenance Plan (60 days after signing of contract).	15%
4	Submission of the Updated ESMP (75 days after the signing of the contract); and Continuous monitoring and Submission of quarterly Quality Control(QC) and Quality Assurance(QA) reports during the construction period.	40%

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5.0 EVALUATION CRITERIA

5.1	**Expertise of the Firm**	**10 marks**
	i. Specific Experience	
	ii. General Organization Capability	
5.2	**Proposed Methodology, Approach, and Implementation Plan**	**35 marks**
	i. Quality of technical methods	
	ii. Delivery/ Work Schedule	
	iii. Level of innovation	
5.3	**Key Personnel Qualification**	**25 marks**
	i. Team Lead- Coastal or Civil Engineer	
	ii. Coastal Structure Engineer	
	iii. Construction Expert	
	iv. Quantity Surveyor	
	v. Environmental, Social, Health, and Safety Expert	
5.4	**Key Personnel-Specific Experience**	**30 marks**
6.0	**A summary of any other information that would be relevant to the contract**	
7.0	**Total**	**100mark**

8.0 CONTRACT AND REPORTING REQUIREMENTS:

The consultant shall report directly to the Project Manager under the supervision of the Energy and Environment Program Coordinator of the Environmental Protection Agency. Regular updates and meetings shall be held for effective collaboration and supervision.

The consultant shall be recruited for a two (2) years period under a Service Contractual Agreement. The EPA reserves the right to rescind the contract during that period should the performance of the firm not meet its requirements.

SUBMISSION OF APPLICATION

Interested Engineering firm should submit their Proposal including, a one-page cover letter, Technical & Financial Proposal, Business Registration & Tax Clearance, Past Performance record in designing Hybrid-Adaptation Coastal Structures, PPCC Vendor Certificate, Article of Incorporation, CVs of all personnel, to the below address, and by email at maldonakarway1@gmail.com indicating in the subject area **"Engineering Firm To Conduct Assessments and Design Coastal Structures for Sinoe Coastal Project"**. All interested firms are to address their applications to the following address:

Maldona K. Karway
Procurement Officer
Project Management Unit

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Enhancing the Resilience of Vulnerable Coastal Communities in the Sinoe County Project
Environmental Protection Agency
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A hard copy of your Proposal should be delivered to the Procurement Officer of the Sinoe Coastal Project at the EPA head office in Mamba Point. The closing date for the submission of proposals is 4:00 PM, May 21, 2025. Any submission coming/received after this deadline will not be given consideration. Only submissions meeting the requirements/criteria in the RFP will be considered for evaluation.

NOTE: This information is posted on https://www.emansion.gov.lr, https://www.epa.gov.lr, https://www.undp.org, and can be found in the News Newspaper.

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