



## Multisectoral Adaptation Measures to Climate Change in the South Oropouche Basin for River Flood Relief

### TERMS OF REFERENCE – SHORT-TERM CONSULTANT TO DEVELOP TERMS OF REFERENCE FOR:

#### 2.2.1 Reinforcing houses and commercial buildings against floods

Start Date: 11 November 2024

End Date: 11 December 2024

All Services shall be carried out personally by the Contractor. The Services shall include:

- 1) The scoping and development of a full Terms of Reference (ToR) for *Activity 2.2.1.: Reinforcing houses and commercial buildings against floods*, of the South Oropouche River Basin (SORB) Project.
- 2) An accompanying ToR Evaluation of Firms Document which will identify and detail how the scope of evaluation will be defined, developed and verified for the consulting firm (CF) that is to bid for the consultancy.
- 3) Lead a meeting with all project-identified key stakeholders of this activity to obtain technical and other input pertinent to the Institute for Marine Affairs (IMA), Ministry of Agriculture, Lands and Fisheries (MALF) and other relevant ministries, institutions and agencies.
- 4) The Terms of Reference should include and detail the following:
  - a. Background and purpose
  - b. Contextualise the project.
  - c. Aim of the Contract
  - d. Breakdown of Scope and Activities of the Proposed Contracted Services
  - e. A Schedule
  - f. Details for bidding firms or how to submit and what should be included.
  - g. Qualification and Scoring Criteria for the CF (to also be included in the Evaluation of Firms)
  - h. Language Requirements
  - i. Submission Checklist
  - j. Timeline of Selection Process and Project
  - k. Deliverables and Schedule
- 5) When developing the ToR, be sure to include provisions that prioritize the engagement of local contractors and/or labourers. This ensures that our SORB communities benefit directly from the project and fosters economic growth.
- 6) The ToR is to be accompanied by a full budgetary breakdown of tasks and timelines (both Microsoft Excel and PDF formats).

### **SUPPORTING INFORMATION FOR ToR DEVELOPMENT**

1. This activity proposes to create a grant facility targeted to inhabitants of the most vulnerable flood-prone neighborhoods in Penal, Debe, Barrackpore, Woodland and La Fortune, to reinforce their housing and commercial buildings; and to strengthen the Land Settlement Agency (LSA) and the

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National Commission for Self Help (NCSH) in practical solutions for floodproofing buildings in the SORB area.

2. Some of the items that were identified by local specialists and by the local communities to help floodproofing houses and commercial buildings are: door flood locks or gates, waterproofing walls, storm valves, non-return valves; adaptation of electrical installations, accessibility measures for people with disabilities or reduced mobility to remove barriers that prevent them from moving to safer places within their home or evacuating their homes; mechanisms to elevate furniture and other valuable objects to upper floors.
3. The first step for implementing this activity will be to develop an operations manual that states how the grant will function, including eligibility conditions for obtaining a grant, and the monitoring method. The manual will be produced with the participation of the community, including persons with different vulnerabilities. The outcome from this process would be a list of criteria that define what qualifies for funding and the mechanism by which persons can apply. A first set of criteria recommended by the national agencies to select beneficiaries is listed below:
  - Land tenure / Certificate of Comfort from the Land Settlement Agency (LSA) which demonstrates that the LSA is in the process of regularizing the settlement. This would improve the equity of access to the fund.
  - Low income.
  - Repeated flood damage.
4. The grants facility will be managed by the UWI as the Executing Entity, with the collaboration of the NCSH, taking advantage of the knowledge and mechanisms that this institution has already in place. The UWI will purchase the equipment to provide to the households. Ceilings to how much a household can access will be determined. At this stage, an estimation of 2,000 per household is considered<sup>1</sup>.
5. Location: flood-prone neighborhoods in Penal, Debe, Barrackpore, Woodland and La Fortune.
6. Beneficiaries: Around 238 households (833 people, 50% women) in the selected areas which meet the grant requirements. As per the Gender Action Plan, at least 40% of women-headed households will be prioritized. Since this is a pilot that can be upscaled in this and other flood-prone areas, the number of indirect beneficiaries would be much higher. Around 30 staff from LSA and NCSH will strengthen their capacities on the specific floodproofing needs and best options for the SORB area.
7. Institutions responsible/stakeholders involved: Siparia and Penal Debe Regional Corporations, Drainage Division, Ministry of Planning, NCSH.

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<sup>1</sup> According to FEMA (2009) "Protecting Building Utility Systems from Flood Damage", the cost of wet flood-proofing in the US is likely to be between US\$2.20 and US\$17.00 per square foot of house footprint when considering basement flood-proofing up to a depth of approximately 2.4 m. Additional costs of working hours of a technician to help install the appliances.