

Antigua and Barbuda Department of Environment (DoE)

Procurement Plan

I. General

1. **Project information:** Resilience to hurricanes in the building sector in Antigua and Barbuda
2. **Version of the Plan:** Version 1.0 dated: 9 November 2019
3. **Approval Date of the procurement Plan:** Procurement Plans are to be approved annually by the National Project Steering Committee
4. **Date of General Procurement Notice:** TBC
5. **Period covered by this procurement plan:** first 18 months of project implementation
6. **Other Arrangements:**
 - a. At the time of the development of this project, the Government of Antigua and Barbuda experienced a category 5 hurricane and is now experiencing the impact of the CoVID-19 virus. Both of these phenomena together over the period of 2017 and 2020 will cause a total loss of 12 months of Government and economy-wide revenue. The design of the procurement therefore will rely on the Government providing co-financing by “contracting” its Public Works Department (PWD) to complete the work on buildings where the Government has to provide more than 40% co-financing. Co-financing will be in the form of labour, tax and levy reduction.
 - b. The project is also expecting that due to the increase frequency of the Hurricanes, it is highly likely that during the period of project implementation, 2020 – 2026, the country is expected to be affected by a hurricane and a drought. As an island, the country has to import all materials to the country. To minimize the impact of price increases, as well of purchasing and shipping materials caused by hurricanes, the project will first construct the bunker, then order all materials at once at the beginning of the project. The materials will be stored in the bunker and will therefore be available during the period of the project and to reduce the risks of price increases over the life of the project. The project is proposing that the GCF funds are used to purchase materials and provide enhanced AE independent oversight using an independent contractor.

- c. The GCF funds will also be used to hire highly skilled labour from the private sector who have experience in the construction of Category 5 buildings. This experience was gained by these companies while constructing homes for more affluent expatriates with vacation homes in Antigua and Barbuda. This combination will not only reduce overall project cost and reduce the risk of Government not being able to provide its co-financing but it also allows for knowledge exchange and capacity building in an effective and efficient manner.
- d. The procurement strategy also takes note that the first women to be trained in construction and technical fields are set to graduate in 2020 and 2021. The project will also include an apprentice program for graduates that are vulnerable, particularly women and young men from very low income backgrounds. The new graduates will be selected based on their gender and level of vulnerability and provided with a small income from the project. They will be allowed to work with MOW as well as companies in the private sector.
- e. Co-financing will be in the form of labour, tax reduction, and insurance. This arrangement will be revisited during the project as the situation of the government improves.

II. Goods, Works and non-consulting services.

1. **Prior Review Threshold:** *The AE does not have a Prior Review Threshold and therefore all procurement decisions are subject to prior review by the AE.

	Procurement Method	Threshold for use of method	Prior Review Threshold*	Comments
1.	Low value procurement	<US\$10,000	-	
2.	Request for quotations	<US\$20,000	-	This is with respect to Goods, Works and Non-consulting services. Thresholds of US\$20,000 – US\$500,000

				require and Invitation to Bid (ITB)
3.	Request for proposals	<=US\$20,000 >US\$20,000 – US\$500,000 >US\$500,000		The Approval Authority varies: <=US\$20,000 (Director) >US\$20,000 – US\$500,000 (Endorsement from PMC required) >US\$500,000 (final approval from the Minister of Finance required)

2. Prequalification (for complex Civil Works)

3. Procurement Packages with Methods and Time Schedule

1	2	3	4	5	6	7	8	9	10	11	12	13
Ref. No.	Contract (Description)	Source of Funds	Planned vs Actual	Estimated Cost in US\$	Procurement Method	Pre qualification (yes/no)	Domestic Preference (yes/no)	Review by AE/ Fund prior Post)	Date of issuance of doc's	Bid-Opening Date	Date of contract /order signature	Comments
1.	Contractual services for an engineering firm to develop site-specific engineering	GCF	Planned	US\$1,629,444	Request for Proposals (RFP)	No	Yes	Yes	Year 1; Q1	Year 1; Q1	Year 1; Q1	

1	2	3	4	5	6	7	8	9	10	11	12	13
	designs for all adaptation interventions to be installed/constructed under the project. Such designs will be developed by this firm for Sub-activities 1.1.1, 1.1.4, 1.1.6, 1.2.1 and 1.3.1. Procuring one engineering firm to develop all of these designs will allow for an integrated approach to be adopted for designing and implementing climate-resilient measures on critical buildings. It will also allow for the team of engineers to analyse potential trade-offs between the proposed adaptation interventions (e.g. between the implementation of EE measures and strengthening climate resilience) and provide technical reports with recommendations on these trade-offs based on their expertise.		Actual									
2.	International consultant to develop the operational protocol for the climate-resilient bunker based on the	GCF	Planned	US\$11,250	Consultants Qualifications Selection (CQS)	Yes	No	Yes	Year 1; Q1	Year 1; Q1	Year 1; Q1	

1	2	3	4	5	6	7	8	9	10	11	12	13
	outcomes of the engagement workshop and in accordance with national guidelines.		Actual									
3	Local consultant to assist the international consultant with developing the operational protocol for the climate-resilient bunker based on the outcomes of the engagement workshop and in accordance with national guidelines.	GCF	Planned	US\$9,000	Consultants Qualifications Selection (CQS)	Yes	Yes¹	Yes	Year 1; Q1	Year 1; Q1	Year 1; Q1	
			Actual									
4	Contractual services to install climate-proofing measures on 51 priority buildings using the engineering designs developed.	GCF	Planned	US\$7,574,438	Request for Proposal (RFP)	Yes	Yes²	Yes	Year 1; Q1	Year 1; Q1	Year 1; Q1	
			Actual									
5	Contractual services for the adaptation costs required to construct five hurricane shelters with a 230 m ² floor size each to be attached to five public clinics identified under Sub-activity 1.2.1.	GCF	Planned	US\$1,198,875	Request for Proposals (RFP)	Yes	Yes³	Yes	Year 1; Q1	Year 1; Q1	Year 1; Q1	
			Actual									

¹ The DOE/AE prefer local contractors and labour. Imported labour significantly increases the risks of sexual crimes. Further the use of local labour is preferred to allow for the transfer of knowledge to local workers who need to be trained in the new construction methodologies;

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³ See 1 above.

1	2	3	4	5	6	7	8	9	10	11	12	13
6	Contractual services to equip the five hurricane shelters (with a 185.8 m ² floor size each) with renewable energy and climate-resilient water harvesting solutions.	GCF	Planned	US\$453,100	Request for Proposals (RFP)	Yes	No	Yes	Year 1; Q3	Year 1; Q4	Year 2; Q1	
			Actual									
7	Contractual services for the construction of the climate-resilient bunker that is able to withstand the impacts of a Category 5 hurricane with a 749 m ² floor.	GCF	Planned	US\$2,267,223	Request for Proposals (RFP)	Yes	Yes ⁴	Yes	Year 1; Q1	Year 1; Q2	Year 1; Q4	
			Actual									
8	Contractual services to install energy efficiency and grid interactive renewable energy solutions on 34 priority buildings.	GCF	Planned	US\$7,462,229	Request for Proposals (RFP)	No	No	Yes	Year 1; Q1	Year 1; Q1	Year 1; Q2	
			Actual									
9	Contractual services to install climate-resilient water harvesting solutions on 50 priority buildings.	GCF	Planned	US\$3,341,353	Request for Proposals (RFP)	Yes	Yes ⁵	yes	Year 1; Q1	Year 1; Q1	Year 1; Q2	
			Actual									

⁴ See footnotes 1&2.

⁵ See footnotes 1&2 as well as it is not likely that international contractors will be competitive. The RFP will however be circulated around the region.

1	2	3	4	5	6	7	8	9	10	11	12	13
10	Contractual services to install stormwater drainage solutions (e.g. roof guttering) on 14 critical buildings in inundation zones in the country. The total floor size of these buildings is 8,079 m2 and the cost per m2 for installing stormwater drainage solutions on these buildings is ~US\$28 per m2. The total cost of the installation of these solutions is therefore ~US\$227,029. The installation fee includes project development, management and implementation with a 10% engineering contingency.	GCF	Planned	US\$227,029	Request for Proposals (RFP)	No	No	Yes	Year 1; Q1	Year 1; Q1	Year 1; Q2	
			Actual									
11	Contractual services to design physical protection measures for critical IT infrastructure based on inputs from the relevant stakeholders engaged.	GCF	Planned	US\$50,000	Request for Proposals (RFP)	No	No	Yes	Year 1; Q1	Year 1; Q1	Year 1; Q2	
			Actual									
12	Contractual services for the development of training modules based on the engagement meetings conducted with relevant local training institutions and in	GCF	Planned	US\$40,000	Request for Proposals (RFP)	No	No	Yes	Year 2; Q1	Year 2; Q2	Year 2; Q3	
			Actual									

1	2	3	4	5	6	7	8	9	10	11	12	13
	line with regional and international occupational standards for climate change adaptation in the building sector.											
13	Contractual services for the annual delivery of training modules developed in line with regional and international occupational standards for climate change adaptation in the building sector.	GCF	Planned	US\$400,000	Request for Proposals (RFP)	Yes	Yes ⁶	Yes	Year 1; Q3	Year 1; Q4	Year 1; Q4	RFP to local institutions in Antigua and Barbuda to deliver the courses.
			Actual									
14	Contractual services for the installation of the centralised online server and associated software to be housed within ABMS.	GCF	Planned	US\$12,000	Request for Quotations (RFQ)	No	No	Yes	Year 1; Q4	Year 2; Q1	Year 2; Q1	
			Actual									
15	Contract for an ESS and Gender Expert for the strategic impact assessment (SIA) of the building code regulations to assess the environmental and social safeguards and gender risks, consequences and mitigation measures related to the enactment of these regulations.	GCF	Planned	US\$10,000	Request for Proposals (RFP)	No	No	Yes	Year 1; Q1	Year 1; Q1	Year 1; Q2	
			Actual									

⁶ The training centers are all local. International training centers can be prohibitively expensive. Further most of the persons needed training will not be able to leave their families and or their jobs to undertake training. Local training allows for the maximum persons to be trained.

1	2	3	4	5	6	7	8	9	10	11	12	13
16	Contract for a construction sector expert to assist with the SIA.	GCF	Planned	US\$15,000	Request for Proposals (RFP)	No	Yes	Yes	Year 1; Q1	Year 1; Q1	Year 1; Q2	
			Actual									
17	Contract for a economist to assist with conducting the trade-off analysis as well as the cost-benefit analysis for the SIA.	GCF	Planned	US\$25,000	Request for Proposals (RFP)	No	No	Yes	Year 1; Q1	Year 1; Q1	Year 1; Q2	
			Actual									
18	Contract for a report writer to assist with documenting the SIA.	GCF	Planned	US\$5,000	Request for Proposals (RFP)	NO	NO	No	Year 1; Q1	Year 1; Q1	Year 1; Q2	
			Actual									
Total for services				US\$24,730,941								

III. Selection of Consultants

- 1. Prior Review Threshold:** The AE does not have a Prior Review Threshold and therefore all procurement decisions are subject to prior review by the AE.

	Selection Method	Prior Review Threshold	Comment
1.	QCBS	The AE does not have a Prior Review Threshold and therefore all procurement decisions are subject to prior review by the AE	
2.	QBS		
3.	FBS		
4.	LCS		
5.	CQS		

- 2. Short list comprising entirely of national consultants:** Short list of consultants for services, estimated to cost less than \$100,000 equivalent per contract, may comprise entirely of national consultants in accordance with the Fund's interest in encouraging the development and use of National Consultants from partner countries of operation.

- 3. Any Other Special Selection Arrangements:**

4. Consultancy Assignments with Selection Methods and Time Schedule

1	2	3	3	4	5	6	7	8	9	10	11	Comment
Ref. No.	Description of Assignment	Source of Funds	Estimated Cost	Selection Method	Review by AE/Fund (Prior / Post)	Issuance of Expression of Interest	Finalize shortlist and issue RFP	Proposals Submission Date	Complete Technical Evaluation	Complete Financial Evaluation	Negotiate and Award	
1	Local consultant contracted to develop site-specific operational procedures for long-term maintenance of climate-	GCF	US\$121,500	Quality Cost Based Selection (QCBS)	Yes	Year 1: Q1	Year 1; Q1	Year 1; Q1	Year 1; Q2	Year 1: Q2	Year 2: Q1	

1	2	3	3	4	5	6	7	8	9	10	11	
Ref. No.	Description of Assignment	Source of Funds	Estimated Cost	Selection Method	Review by AE/Fund (Prior / Post)	Issuance of Expression of Interest	Finalize shortlist and issue RFP	Proposals Submission Date	Complete Technical Evaluation	Complete Financial Evaluation	Negotiate and Award	Comment
	proofing interventions for each priority building.											
2	International consultant to develop backup protocols for the preservation of vital information within critical public institutions such as hospitals, clinics, police and fire stations. These protocols will be informed by the engagement workshops held with relevant stakeholders from these public institutions.	GCF	US\$9,000	Consultants Qualifications Selection (CQS)	Yes	Year 1: Q1	Year 1; Q1	Year 1; Q1	Year 1; Q2	Year 1: Q2	Year 1: Q2	
3	Local consultant to assist the international consultant with developing backup protocols for the preservation of vital information	GCF	US\$18,000	Consultants Qualifications Selection (CQS)	Yes	Year 1: Q1	Year 1; Q1	Year 1; Q1	Year 1; Q2	Year 1: Q2	Year 1: Q2	

1	2	3	3	4	5	6	7	8	9	10	11	
Ref. No.	Description of Assignment	Source of Funds	Estimated Cost	Selection Method	Review by AE/Fund (Prior / Post)	Issuance of Expression of Interest	Finalize shortlist and issue RFP	Proposals Submission Date	Complete Technical Evaluation	Complete Financial Evaluation	Negotiate and Award	Comment
	within critical public institutions such as hospitals, clinics, police and fire stations. These protocols will be informed by the engagement workshops held with relevant stakeholders from these public institutions.											
4	Local consultant to review the Physical Planning Act and draft amendments to the act to make provision for the national building code.	GCF	US\$18,000	Consultants Qualifications Selection (CQS)	Yes	Year 1: Q1	Year 1: Q1	Year 1: Q1	Year 1: Q1	Year 1: Q1	Year 1: Q2	
5	International finance expert contracted to consult with representatives from the public and private sector to identify entry points for accessing the	GCF	US\$45,000	Consultants Qualifications Selection (CQS)	Yes	Year 1: Q2	Year 1: Q2	Year 1: Q3	Year 1: Q3	Year 1: Q3	Year 1: Q3	

1	2	3	3	4	5	6	7	8	9	10	11	
Ref. No.	Description of Assignment	Source of Funds	Estimated Cost	Selection Method	Review by AE/Fund (Prior / Post)	Issuance of Expression of Interest	Finalize shortlist and issue RFP	Proposals Submission Date	Complete Technical Evaluation	Complete Financial Evaluation	Negotiate and Award	Comment
	SIRF fund for climate change adaptation measures that exceed the current thresholds of the fund, including introducing incremental cost reasoning to selection criteria, combined with incentive programmes, levies, insurance/risk management products and increased replenishment.											
6	Local consultant to develop a refined list of adaptation options for the SIRF Fund based on the engagements with relevant stakeholders and using an evidenced-based approach that draws	GCF	US\$9,000	Consultants Qualifications Selection (CQS)	Yes	Year 1: Q2	Year 1: Q2	Year 1: Q3	Year 1: Q3	Year 1: Q3	Year 1: Q3	

1	2	3	3	4	5	6	7	8	9	10	11	
Ref. No.	Description of Assignment	Source of Funds	Estimated Cost	Selection Method	Review by AE/Fund (Prior / Post)	Issuance of Expression of Interest	Finalize shortlist and issue RFP	Proposals Submission Date	Complete Technical Evaluation	Complete Financial Evaluation	Negotiate and Award	Comment
	lessons from the SCCF and EDA projects as well as the implementation of on-the-ground adaptation interventions under Activity 1.1.											
7	International consultant to provide annual training to decision-makers from NODS, DCA and PWD on how to access financial resources from the SIRD Fund for implementing climate change adaptation measures in the building sector.	GCF	US\$90,000	Consultants Qualifications Selection (CQS)	Yes	Year 1: Q1	Year 1; Q1	Year 1; Q1	Year 1; Q2	Year 1: Q2	Year 1: Q2	
8	International consultant to design and implement a long-term monitoring framework for building-specific climate-	GCF	US\$90,000	Consultants Qualifications Selection (CQS)	Yes	Year 1: Q1	Year 1: Q1	Year 1: Q1	Year 1: Q1	Year 1: Q1	Year 1: Q2	

1	2	3	3	4	5	6	7	8	9	10	11	
Ref. No.	Description of Assignment	Source of Funds	Estimated Cost	Selection Method	Review by AE/Fund (Prior / Post)	Issuance of Expression of Interest	Finalize shortlist and issue RFP	Proposals Submission Date	Complete Technical Evaluation	Complete Financial Evaluation	Negotiate and Award	Comment
	proofing measures – including cost-benefit analyses – to demonstrate the long-term adaptation benefits.											
9	Local consultant to design a gender-sensitive awareness campaign targeting the public and private sectors on the updated Building Code, the benefits of taking up climate-adaptive solutions within the buildings sector as well as the availability of certified climate change courses.	GCF	US\$27,000	Consultants Qualifications Selection (CQS)	Yes	Year 1: Q4	Year 1: Q4	Year 1: Q4	Year 1: Q4	Year 1: Q4	Year 1: Q4	
10	Local consultant contracted for the annual implementation the awareness raising campaign. The	GCF	US\$216,000	Quality Cost Based Selection method (QCBS)	Yes	Year 1: Q4	Year 1: Q4	Year 1: Q4	Year 2: Q1	Year 2: Q1	Year 2: Q1	

1	2	3	3	4	5	6	7	8	9	10	11	
Ref. No.	Description of Assignment	Source of Funds	Estimated Cost	Selection Method	Review by AE/Fund (Prior / Post)	Issuance of Expression of Interest	Finalize shortlist and issue RFP	Proposals Submission Date	Complete Technical Evaluation	Complete Financial Evaluation	Negotiate and Award	Comment
	Communication s Officer and Monitoring and Gender Officer will assist with the implementation of the awareness raising campaign to ensure that it is conducted in a gender-sensitive and that communication of information is undertaken in an easily interpreted and locally appropriate manner.											
11	Local consultant/company to design a gender-sensitive awareness-raising campaign within the government system on the availability of the courses developed under	GCF	US\$18,000	Consultants Qualifications Selection (CQS)	Yes	Year 1: Q4	Year 1: Q4	Year 1: Q4	Year 1: Q4	Year 1: Q4	Year 1: Q4	

1	2	3	3	4	5	6	7	8	9	10	11	
Ref. No.	Description of Assignment	Source of Funds	Estimated Cost	Selection Method	Review by AE/Fund (Prior / Post)	Issuance of Expression of Interest	Finalize shortlist and issue RFP	Proposals Submission Date	Complete Technical Evaluation	Complete Financial Evaluation	Negotiate and Award	Comment
	Sub-activity 2.1.1.											
12	Local consultant/comp any contracted for the annual implementation the awareness raising campaign, specifically targeting relevant government stakeholders. The Communication s Officer and Monitoring and Gender Officer will assist with the implementation of the awareness raising campaign to ensure that it is conducted in a gender-sensitive and that communication of information is undertaken in an easily interpreted and locally	GCF	US\$108,000	Quality Cost Based Selection method (QCBS)	Yes	Year 1: Q4	Year 1: Q4	Year 1: Q4	Year 1: Q4	Year 2: Q1	Year 2: Q1	

1	2	3	3	4	5	6	7	8	9	10	11	
Ref. No.	Description of Assignment	Source of Funds	Estimated Cost	Selection Method	Review by AE/Fund (Prior / Post)	Issuance of Expression of Interest	Finalize shortlist and issue RFP	Proposals Submission Date	Complete Technical Evaluation	Complete Financial Evaluation	Negotiate and Award	Comment
	appropriate manner.											
13	International consultant to develop training modules on how to collect, process and manage climate data in real time using the centralised online server.	GCF	US\$15,000	Consultants Qualifications Selection (CQS)	Yes	Year 2: Q1	Year 2: Q1	Year 2: Q1	Year 2: Q1	Year 2: Q1	Year 2: Q1	
Total for consultancies			US\$663,000									

Competitive Methods are the following:

- Quality Cost Based Selection method (QCBS)
- Quality Based Selection (QBS)
- Fixed Budget Selection (FBS)
- Least Cost Selection (LCS)
- Consultants Qualifications Selection (CQS)