



Caribbean Community  
Climate Change Centre

# CARIBBEAN COMMUNITY CLIMATE CHANGE CENTRE

## CONSULTING SERVICES

<b>COUNTRY:</b>	Saint Kitts & Nevis
<b>NAME OF PROJECT:</b>	Pilot Public School Bus Transportation System for St. Kitts Using Renewable Energy
<b>ASSIGNMENT TITLE:</b>	<i>“Consultancy to conduct the Technical Feasibility Study for Transformation of the St. Kitts and Nevis’ Public Transport Sector to Electric Vehicles”</i>
<b>CONTRACT REFERENCE:</b>	<b>#28/2017/Italy/SaintKitts/CCCC</b>

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## REQUEST FOR EXPRESSIONS OF INTEREST

The Department of the Environment (DOE) in the Ministry of Agriculture, Marine Resources, Cooperatives, Environment and Human Settlements, has received grant funding from the Government of Italy under the Italy Caribbean Community (CARICOM) Partnership program to support implementation of the pilot project entitled: ***“Pilot Public School Bus Transportation System for St. Kitts Using Renewable Energy”***. The project is being implemented by the DOE and the Caribbean Community Climate Change Centre (the Centre). Other implementation partners include the Energy Department in the Ministry of Public Works, and the Ministry of Education in Saint Kitts & Nevis.

The DOE and the Centre intends to use part of the proceeds of the grant to contract an Individual Consultant to conduct a technical feasibility and assessment to determine the technical requirements for the setting up the pilot study and for its possible expansion into a full project. ***This consultancy is open only to nationals or residents of St. Kitts and Nevis and other Caribbean Community Member States.***

This Consultancy will be implemented over a period of nine (9) weeks or such other period as may be determined. The expected commencement date is January 15, 2018 and completion date is March 16, 2018. The Scope of Services includes the development of a Technical Feasibility Report and presentation of findings on matters including:

- Options and strategy for the transportation pathway with supporting implementation plan;
- GIS data set and analysis of charging station distribution with supporting maps and design drawings;
- Technical specifications for the two (2) charging stations and three (3) electric school buses; and
- Analysis of technological barriers and proposed solutions.

The Terms of Reference (TOR) could be downloaded at <http://www.caribbeanclimate.bz/opportunities/> and will be provided upon request sent to [mnestor@caribbeanclimate.bz](mailto:mnestor@caribbeanclimate.bz).

The Centre, acting on behalf of the DOE, now invites eligible individual consultants to indicate their interest in providing the Services. Interested Consultants should provide: (i) *information demonstrating that they have the required qualifications and relevant experience to perform the Services*; (ii) *a two-page document outlining the methodology and approach that will be adopted for implementing the tasks to deliver the expected output(s)*; and (iii) *their cost proposal broken down by professional fees and reimbursables*.

Applicants will be ranked based on the following evaluation criteria:

- a) Post-graduate degree (M.Sc. or equivalent) in renewable energy, Geographic Information System (GIS), environmental management or related fields; or other relevant specialised training – **10 points**.
- b) Bachelor's degree in Electrical Engineering/ Transport/ Planning/ Sustainable Energy or other related field – **5 points**.
- c) At least five (5) years working experience in the field of transport modelling, sustainable transport or travel planning – **10 points**.
- d) A minimum of three (3) years of experience with a proven experience assessing public, private and commercial transportation needs and analysing and devising new road/transportation schemes taking account of the introduction of electric vehicles and sustainable transportation requirements within the Caribbean – **30 points**.
- e) Adequacy of the Technical Approach and Methodology in responding to the TOR – **20 points**.
- f) Demonstrated evidence of successful project management and development of workflows, use of GIS technology and software – **10 points**.
- g) Competitive fee rates and expenses in relation to the market and demonstration of Value for Money – **15 points**.

Expressions of interest must be delivered electronically by 10:00 am Belize time (GMT-6) on **Monday December 11, 2017** to the email address [procurement@caribbeanclimate.bz](mailto:procurement@caribbeanclimate.bz). Please make the subject line of any email communication on this matter: ***“EOI – Technical Feasibility – Electric Vehicles – Saint Kitts & Nevis”***.

The Centre is not bound to accept any Expression of Interest received and may cancel this process at any time prior to the award of contract without liability. Interested candidates that do not comply with the requirements set out in this Invitation may be disqualified.

Further information can be obtained at the address below during office hours 8:00 am to 5:00 pm (08:00 to 17:00 hours) Belize time.

*Maxine Alexander Nestor (Ms.)  
Procurement Officer  
Caribbean Community Climate Change Centre  
Lawrence Nicholas Building, Ring Road, P.O. Box 563  
Belmopan, Belize  
Tel: + (501) 822-1104/1094; Fax: + (501) 822-1365  
Email: [mnestor@caribbeanclimate.bz](mailto:mnestor@caribbeanclimate.bz)*