

**GOVERNMENT OF SAINT LUCIA**  
**SAINT LUCIA URBAN RESILIENT FLOOD INVESTMENT PROJECT**  
**Terms of Reference**  
**PROJECT ENGINEER**

**Background**

The World Bank group (IBRD) is a key development partner of the Government of Saint Lucia providing substantial resources overtime - financial, technical, human -to aid in the country's development. At the current time the bank finances various programs and projects including **The Saint Lucia Urban Resilient Flood Investment Project – Enhancing Urban Flood Resilience in Castries and Anse La Raye with Nature-Based Solutions**. A Project Preparation Grant (PPG) from the World Bank is being used to conduct a pre-feasibility and feasibility study seeking to identify and establish the feasibility and priority of flood mitigation investments in the districts of Castries and Anse La Raye. The Department of Economic Development and the Youth Economy (DoED & YE) in collaboration with partner agencies like the Ministry of Infrastructure, NIPP, and the Water Resource Management Agency is overseeing the conduct of the Study and the eventual preparation of a project (s) to be submitted to the World Bank for financing consideration. It is expected that project interventions will include both grey and green infrastructure solutions designed to enhance flood resilience and improve the urban environment. Planned works are expected to include the rehabilitation of urban drainage systems, slope stabilization, river embankment reinforcement, sea defenses, and the integration of nature-based solutions (NBS) such as green corridors, stormwater retention systems, river renaturation, and bioretention features in public spaces. Following Bank consideration and financing approval, the project will move towards the implementation of recommended priority project(s).

To support the implementation of initiatives financed by the World Bank, to ensure more effective delivery of benefits and outcomes, and to promote more effective program and project implementation, the Government of Saint Lucia wishes to engage the services of a Project Engineer who will work primarily on the World Bank portfolio of projects. The Engineer will operate within the Project Implementation Unit of the Department of Economic Development and the Youth Economy.

**Scope**

The position of Engineer is a contracted full-time position in the Project Implementation Unit (PIU) of the DoED providing technical engineering support to the Department in the implementation of the portfolio of World Bank funded projects. As a member of the PIU, the initial focus of the Engineer's duties shall be to assist in overseeing the work of the consultants undertaking the pre-feasibility and feasibility study. Once the project moves from the analysis/design phase to execution, the role of the Engineer shall focus on implementation of the selected project(s).

The Engineer will be primarily responsible for providing support to the DoED in all matters relating to the technical aspects of planning, design, procurement, and implementation of any infrastructural/civil work activities of current and future World Bank projects. The Engineer shall provide technical advisory services and spearhead the management, design, procurement and implementation of proposed works. In that regard the Engineer is required to coordinate with the Interim Project Coordinator (IPC), other personnel in the PIU, as well as with other pertinent agencies and entities.

Additionally, the Engineer's duties shall include responsibility for quality control and ensuring that Consultants comply with the terms of contracts for engineering design, works supervision and other technical consultancy services.

More specifically, the Engineer's duties shall include but is not limited to:

- a. Lead the review of technical deliverables including the inception report, feasibility study reports, conceptual designs, final detailed designs, technical specifications and other technical deliverables related to consultancy and non-consulting services contracts.
- b. Provide support in the management of engineering design and supervision consultants engaged for the civil engineering projects including preparation of the technical component of expressions of interest, terms of references, requests for proposals and bidding documents; oversee the works undertaken by Consultants to ensure that they meet all the standards and specifications included in contracts;
- c. Undertake site visits with the client agencies, reviewing the compliance, progress and quality of work, material, laboratory results and monthly progress reports, as well as make recommendations to the IPC on the overall achievement of the projects' progress and quality of work; The focus of site visits shall be (i) provide oversight of the works and review progress, with particular attention to ensuring Contractors' adherence to the design and construction drawings and specifications, and suitable management of E&S risks; and (ii) Maintain written records of all contractual issues identified on site, including breaches, performance issues, changes to key personnel, health and safety notifications, and training programmes, to assist in validating the Contractors/Consultants reports;
- d. Make recommendations on the technical components of contract management and advise client agencies on the overall performance of civil works contractors and supervision consultants;
- e. Provide support to implementing agencies in the planning and supervision of civil works, wherever the engagement of a separate, full time engineering design and supervision consultant(s) from a cost- effectiveness standpoint is not justifiable;

- f. Make contributions to the technical components of the Project Procurement Strategy Document (PPSD), procurement plans, and contract management plans as they relate to civil works activities;
- g. Provide support in the preparation and review of procurement documents primarily for civil works (including works requirements, bills of quantities, cost estimates, and technical specifications) and related goods (including data sheets and delivery schedules), consistent with standard procurement documentation and practice;
- h. Participate in the technical evaluation committees/ bid evaluation committees as directed by the IPC, provide support in the preparation of bid evaluation reports, participate in contract negotiations and make recommendations for contract awards to the most advantageous bidders as per the procurement procedures of the World Bank;
- i. Provide support in contract management including preparation of quality assurance plans, participation in site meetings, review of the quality of workmanship, Ensure that all works comply with requirements, designs and agreed schedule and budget, terms and conditions of contracts, standard engineering practice, and the World Bank's Environmental and Social Framework (in particular, the key E&S risks identified in the contract); Review and approve the Contractor's Environmental and Social Management Plan to ensure it contains adequate mitigations for the project's environmental and social risks, giving consent for site mobilization; and make recommendations in respect of certification of payments;
- j. Respond to other requests regarding the implementation of the portfolio of projects within the MoED as required;
- k. Prepare all necessary updates and briefings relating to the engineering aspects of projects for attention and review by the IPC, the Project Steering Committee, and the World Bank.
- l. Review payment claims, deviations, variations and claims from contractors/consultants and recommend/certify the payments. Carry out contractual analyses on claims to determine their applicability and suitability.
- m. Work closely with the Environmental and Social Specialists/ Officers in the PIU to review Environmental and Social Impact Assessment reports and Environmental and Social Management Plans developed by the design Consultants. Oversee as necessary the implementation of any environmental and social (E&S) risk mitigation measures included in Environmental and Social Management Plans;

- n. Any other duties assigned by the Interim Project Coordinator and/or the Permanent Secretary Department of Economic Development and the Youth Economy

### **Reporting Obligations**

The Engineer will report directly to the Interim Project Coordinator and ultimately to the Permanent Secretary Department of Economic Development and the Youth Economy. In the discharge of that function S/He is required to prepare technical reports highlighting physical and financial progress, cash flow requirements, work programmes of civil works being implemented, and any issues, as required. The Engineer's reports will include but are not limited to submission of the following:

- i. Monthly monitoring reports on the status and recommended solutions to move infrastructural activities;
- ii. A comprehensive annual and semi-annual report of works executed;
- iii. On completion of any project, a final comprehensive report of all the works executed.

### **Requirements**

Prospective candidates should have the following minimum qualifications:

- a. A master's degree or equivalent in a civil engineering discipline, or construction management, together with a minimum of five years' experience in the management and implementation of civil engineering projects; **OR**
- b. A bachelor's degree in civil engineering, project management, or construction management, and a minimum of seven years' suitable experience in the planning, design, construction management and supervision of civil works including water and coastal infrastructure.

### **Contract Duration**

The contract will be for two (2) years with a six months' probation period in the first instance with the possibility of an extension based on satisfactory performance.

### **Remuneration**

Remuneration will be commensurate with qualifications and experience.

## **Experience**

- Experience in designing civil works, including water infrastructure, green infrastructure and coastal protection works etc.
- Relevant experience in preparation of technical documentation, ToRs, technical bidding documents and specifications, planning and cost estimates;
- Experience in construction management and site supervision, specifically for civil works from inception to completion;
- Experience in managing external consultants and contractors;
- Experience with the preparation of technical briefings and reports.
- Experience in investment projects in the Caribbean that involved design and construction of infrastructure;
- Familiarity with the design codes applicable to Saint Lucia/ Caribbean countries will be an advantage.

## **General Competencies**

- Fluency in English;
- Strong technical background;
- Flexibility and practical problem solving skills;
- Ability to work with other professionals in the project team;
- Ability to work with and coordinate other professionals in construction activities;
- Demonstrated ability to work in teams within a collaborative mode; develop and maintain effective work relationships with counterparts
- Ability to manage priorities and workflow within deadlines and work efficiently under pressure.
- Time management and organizational skills with attention to detail;
- Familiarity with World Bank procedures would be a significant advantage.