



OFFICE OF DISASTER PREPAREDNESS & EMERGENCY MANAGEMENT

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Hurricane Sandy Recovery cross-sectoral recovery strategy and plan (Consultancy)

The Office of Disaster Preparedness and Emergency Management (ODPEM) an agency of the Ministry of Local Government and Community Development is hereby inviting tenders from registered Consultants for the development of a comprehensive cross-sectoral recovery strategy and plan for St. Thomas, Portland, St. Catherine and St. Mary, focusing on reducing vulnerability, livelihoods recovery, climate change adaption and gender equality

Consultants are expected to conform to the TOR as laid out below.

Interested companies/Individuals must possess;

- Valid Tax Compliance Certificate (TCC)

Indicating tax compliance at the time of opening of tenders

The deadline for submission of tenders is Friday, April 19, 2013 at 3:00 p.m.

Tenders submitted after this time and date will be rejected

Tenders will be opened on Friday, April 19, 2013 at 3:30 p.m. in the Emergency Operation Centre (EOC) at the ODPEM. Tenderers are invited to attend the opening or send a representative(s).

The pages of the original tender must possess an authorized signature which should be reflected on the duplicated copies. Each tender should submit one (1) original and four (4) identical copies in a sealed envelope bearing the name of the tenderer and clearly addressed as follows:

Hurricane Sandy Recovery
Cross-sectoral recovery strategy and plan (Consultancy)
Administrator
Office of Disaster Preparedness and Emergency Management
2 – 4 Haining Road
Kingston 5

Queries relating to this Request for Proposal (RFP) may be directed to the undersigned on or before March 20, 2013, by fax 754 – 3229 or by email to: dbailey@odpem.org.jm

Recommendation for award(s) will not necessarily be made to the lowest bidder but in respect of the best overall proposal(s).

Sincerely,
Office of Disaster Preparedness and Emergency Management

Dwayne Bailey
Administrator
FOR DIRECTOR GENERAL

RECOVERY STRATEGY AND PLAN CONSULTANCY
Consultant (Area/Sector specific Recovery Plans)

**DUTY STATION: OFFICE OF DISASTER PREPAREDNESS AND EMERGENCY
MANAGEMENT**

**REPORTING TO: THE DEPUTY DIRECTOR GENERAL AND IN COLLABORATION WITH THE
RECOVERY COORDINATOR**

1. INTRODUCTION:

The term Recovery refers to the period between the initial response and the point at which normal activities are re-established. It is essentially the point at which the social, economic, physical fabric of the affected community(s) has been re-established. On October 24, 2012 a period that could be considered the tail end of the North Atlantic Hurricane Season, Hurricane Sandy made landfall on Jamaica's South – Eastern Coast. It moved Northward exiting somewhere between the northern coast of St. Mary and Portland. Sandy left behind a trail of physical, social and economic damage totalling J\$9.4 Billion Dollars (direct and indirect). The greatest losses were recorded in the Social Sector (48.2%), the Infrastructure Sector (27.5%) and the Production Sector (17.2%). The actual losses to the Agriculture Sector amounted to roughly (J\$1.452 Billion), Infrastructure (J\$ 1.5 billion); The Education Sector (J\$170Million) and Health (J\$180.5Million).

In response to the event the Government of Jamaica through a Cabinet Decision recommended that the Ministries first seek to reallocate budgeted resources to meet the identified priorities for recovery. The Government further, acting under the advice of the Director General of the ODPEM established a Recovery Task Force to facilitate coordination of the recovery efforts of Government Ministry's Departments and Agencies. The Task Force was supported by a secretariat comprised of ODPEM and the State Minister in the Office of the Prime Minister. The State Minister also served as Chairman of the task Force. The task Force met weekly on Mondays to examine the recovery process and remained in effect until Monday, February 25, 2013. Whilst several priorities were addressed over the period within the Agriculture, Social, Infrastructure, Education and Health Sector a number of priorities remain outstanding.

2.0 AIM OF THE CONSULTANCY

An individual consultant is being engaged by the ODPEM for a period of 6 months to provide expert services in the area of recovery strategy and planning as a result of the country or a part thereof being impacted by Hurricane Sandy in October 2012.

3.0 SPECIFIC OBJECTIVES OF THE CONSULTANCY

Recovery can take a relatively short time, or may take many years. Measures to assist in recovery should begin as soon as possible. The Response and Recovery measures after a disaster are inter-related, and action to achieve these ends should be concurrent and coordinated. The goal of all those involved in recovery, the community, voluntary agencies, private firms, and Government, should be to reduce the recovery period to as short a time as possible. Consequently, it is the responsibility of all non-government and government agencies which could be involved with a disaster, to ensure that disaster recovery measures are planned before the event, and speedily implemented afterwards. Jamaica has a National Disaster Plan which articulates a recovery framework. The Plan does not present a National Strategy for dealing with Recovery from which event specific Recovery Plans can be derived. The specific outputs of this consultancy therefore are as follows:

1. A revised National Recovery Framework
2. A National Disaster Recovery Strategy
3. A Post Sandy Recovery Plan for the Eastern Parishes

4.0 RECOVERY STRATEGY & PLAN CONSULTANCY (Area / sector specific Recovery Plan)

Responsibilities of the consultant:

The National Disaster Action Plan is intended to provide a legal framework upon which disaster preparedness operations are based. It includes detailed administrative and operational information and instructions to provide guidance and ensure accountability among Government Officers. It was not meant to address specific recovery needs. As such the project will also seek to develop a comprehensive cross-sectoral and integrated recovery plan for affected areas with emphasis on gender sensitivity, the restoration of livelihoods, and climate change adaptation. The plan will be designed to build the resilience of the affected areas to future events. During the project, efforts will be made to mobilize resources to support implementation of proposed recommendations of the recovery plan.

Develop a Recovery Strategy and Plan

Development of a cross-sectorial recovery strategy and plan for affected areas with emphasis on livelihoods restoration, climate change adaptation and gender equality. The recovery planning will also entail the use of cross-hazard mapping and risk analysis that will strengthen local capacities and enhance national risk reduction efforts. During the implementation of the project, the secretariat will seek to mobilize resources to implement recommendations of the recovery plan developed.

5.0 QUALIFICATION & EXPERIENCE

Consultant qualification and experience:

1. Masters Degree in Disaster Risk Management (DRM), Environmental and or Sustainable Development, or related fields
2. Minimum ten (10) years work experience in Disaster Risk Management (DRM), disaster planning and recovery
3. Minimum ten (10) years work experience in the development and implementation of disaster recovery strategies and or mitigation plans
4. Possess excellent and demonstrated skills in communication and facilitation. Demonstrated capabilities in report writing.

6.0 ROLES & RESPONSIBILITIES

The role of the consultant is to develop a comprehensive cross-sectoral recovery strategy and plan for St. Thomas, Portland, St. Catherine and St. Mary, focusing on reducing vulnerability, livelihoods recovery, climate change adaptation and gender equality.

Recovery Plans should include but not be limited to:

1. An overview of impact on productive sectors and social services and infrastructure
2. Outline of existing and potential hazards with sector/area
3. Hazard history (minimum 10 years)
4. Outline of physical and social vulnerabilities for area/sector
5. Overview of existing and potential risk and risk factors
6. Recovery recommendation for reducing vulnerabilities and enhancing capacities which includes priorities (short, medium and long term), strategies and actions and considers livelihoods restoration, climate change adaptation and gender equality
7. Special considerations for mitigation and prevention measures
8. Draft Recovery Schedule
9. Lessons learned from Sandy experience for inclusion into the Recovery Framework

The consultant is expected to:

- Conduct site visits and community / stakeholder consultations
- Execute workshops to build awareness and obtain sector and community endorsement
- Update National Recovery Plan Framework (part of the National Disaster Plan) from experience / lessons learnt.

7.0 REPORTING

The consultant for the Recovery Strategy and Plan consultancy will report to the Deputy Director General and liaise with the Recovery Coordinator as needed

8.0 DURATION OF CONSULTANCY

The Consultant will be engaged by the ODPEM for a period of 6 months, ending October 2013.

EVALUATION CRITERIA

Technical weight 70%

Financial Weight 30%

Evaluation method Quality Cost Based Selection (QCBS)

The Consultant should have the following skills:

Qualifications and Experience

1. Masters Degree in Disaster Risk Management (DRM), Environmental and or Sustainable Development, or related fields
2. Minimum ten (10) years work experience in Disaster Risk Management (DRM), disaster planning and recovery
3. Minimum ten (10) years work experience in the development and implementation of disaster recovery strategies and or mitigation plans
4. Possess excellent and demonstrated skills in communication and facilitation. Demonstrated capabilities in report writing.

Knowledge and Skills

1. Demonstrated knowledge and skills in stakeholder participation techniques;
2. Demonstrated knowledge and skills in facilitation of workshops;
3. Demonstrated analytical and research skills in the field of policy and strategy development and implementation/management;
4. Strong communication, documentation and presentation skills;

The Technical Proposal should indicate at minimum:

1. Proposed clear and logical approach to be taken for the roll out of the consultancy (Methodology);
2. Implementation Plan;
3. Curriculum Vitae of the implementing consultant.

The Consultant may be an individual or firm/company

A technical and financial proposal based on the Terms of Reference outlined above must be provided by no later than **Friday, April 19, 2013 at 3:00 p.m.**

Please send applications to the contact and address below:

**Administrator
Office of Disaster Preparedness and Emergency Management
2 - 4 Haining Road
Kingston 5**