



TERMS OF REFERENCES

“Transfer of Czech experience in the development and implementation of the Sustainable Urban Mobility Plan of the Chisinau Municipality”

Job title:	International Consultant in Urban Planning
Type of Contract:	Individual Contract (IC)
Assignment type:	International consultant
Section/Unit:	Environment and Energy Cluster
Duty Station:	Homebased with at least three (4) missions to Chisinau (Moldova)
Languages required:	English, working level of Romanian or Russian will be an asset
Starting Date:	29 October 2018
Duration of Assignment:	75 working days till June 2019
Payment arrangements:	Lump sum contract (payments linked to satisfactory performance and delivery of outputs)
Evaluation method:	Desk review; interview of shortlisted candidates may be added

I. BACKGROUND

The Czech-UNDP Partnership for SDGs (hereafter CUP) project “*Transfer of Czech experience in the development and implementation of the Sustainable Urban Mobility Plan of the Chisinau Municipality*” is linked with the UNDP/GEF project “*Moldova Sustainable Green Cities – Catalyzing investment in sustainable green cities in the Republic of Moldova using a holistic integrated urban planning approach*”, to be implemented during 2018–2022 years.

The objective of the project is to activate investments in low carbon green urban development based on integrated urban planning approach by encouraging innovation, participatory planning and partnerships between a variety of public and private sector entities.

As a tool for this, the project will support the design, launching, and establishment of the Green City Lab (hereafter GCL) to become the leading knowledge management and networking platform, clearing house, an inter-mediator of finance and a source of innovations and expertise to catalyze sustainable low carbon green city development in Moldova with a mission to transform Chisinau and other urban centers in Moldova into modern green and smart European cities with improved quality of life for their citizens, while also demonstrating opportunities for sustainable economic growth.

The direct global environment benefits of the project are expected to reach at least 200,000 tons of CO₂, resulting from the concrete pilot/demonstration projects in the building energy efficiency, transport and waste sectors. These are complemented by project's indirect GHG emission reduction impact at the estimated amount of 2.4 million tons of CO₂ by scaling up, replicating and mainstreaming the project results and activities, including those of the Green City Lab.

As several cities from the Czech Republic (e.g. Plzeň/Pilsen, Ostrava, Brno, and Prague) have already experience in Sustainable Urban Mobility Planning, the replication of the best practices and lessons learned will be of benefit for both countries.

This CUP project is directly linked with the UNDP/GEF project "Moldova Sustainable Green Cities" activities aiming to elaboration of the Sustainable Urban Mobility Plan (SUMP) leading to improvements in the urban transport network and supporting Green Urban Development. Both developed products will inform the new General Urban Plan committed for development in the upcoming years. It will also provide a policy basis for decision-making and identification of priority green city development areas within the municipality. Furthermore, the GCL is envisaging to support in development of Green City Action Plan of the Chisinau Municipality, which is financially supported by the European Bank for Reconstruction and Development (hereafter EBRD).

II. OBJECTIVES

The **Overall Objective** of the tendered services funded by the Czech-UNDP partnership (hereafter CUP) is to strengthen the capacities of the Chisinau municipal public authorities in sustainable mobility planning and street design through transfer of the Czech relevant experience and knowledge. The expected result of the project is the enabling environment for successful development and approval of the Sustainable Urban Mobility Plan (hereafter SUMP) of the Chisinau Municipality coupled with guidelines and methodology for sustainable street designing, as well as piloting of the respective approach on one of the key streets of the municipality.

As part of this project, UNDP through its Green City Lab, will support the development of the SUMP and Sustainable Street Design Guide. The funding from the UNDP-Czech Partnership will facilitate organization of a study visit to the Czech Republic as well as expert support in the preparation of the ToR for SUMP development and guidance/mentoring for its development. Through the technical assistance and expert support for the development of the Chisinau municipality guide for street designing, the Chisinau authorities will be able to learn from the Czech and EU experience and approaches in modern practices used for street redesigning, which will ultimately secure equitable access of all social groups to urban infrastructure.

In parallel with the ToR development, the GCL will perform a study based on data analysis (in partnership with a mobile operator and municipality from Moldova) for passenger/citizens flow in the city, which will provide reliable data for the SUMP development. Also, the GCL will support the ToR and Mobility Plan development through a fully participatory and consultative process with professional planners, citizens, policy makers and key stakeholders.

In a medium and a long-term SUMP, that will be developed in the framework of UNDP project should change the life in the city as it role is to:

- Ensure all citizens are offered transport options that enable access to key destinations and services;
- Improve safety and security;
- Reduce air and noise pollution, greenhouse gas emissions and energy consumption;
- Improve the efficiency and cost-effectiveness of the transportation of persons and goods;
- Contribute to enhancing the attractiveness and quality of the urban environment and urban design for the benefits of citizens, the economy and society as a whole.

At the same time SUMP will be a perfect tool for the municipality to establish *a long-term vision* for transport and mobility development for the entire urban agglomeration, which covers all modes and forms of transport: public and private, passenger and freight, motorised and non-motorised, moving and parking, etc.

In the *short-term implementation* of the SUMP, will help municipality to effectively plan its activities and resources required for the implementation of policies and measures set out in the plan. SUMP can be a perfect tool for additional fundraising for the municipality, being the key document in transport sector. In compliance with elaborated Urban Mobility Plan, the UNDP and GCL will further identify the possible investment areas, i.e. procurement of soft for transport monitoring and training of the municipal public transport operators in implementation, segregated bus and cycle lane, congestion charge pilot, and different APP for public transport, ticketing, etc.

The guidance for street design will inform the General Urbanistic Plan in the future and provide a policy basis for decision-making in on-going street renovation investment projects and in piloting of innovative integrated approaches in the city. As mentioned above, the street design guide will serve also a basis for the GCL innovation projects in green spaces creation/improvement public lighting, piloting of the dedicated bus lanes etc.

III. OUTPUTS AND TASKS

The Consultant shall transfer knowledge, skills and good practices through provided consultancy services in close collaboration with International consultant in Transport mobility and National consultant for Sustainable Urban Mobility Plan and Street design of the Chisinau Municipality development. The Consultant will work under direct supervision of the CUP Programme Specialist and in close collaboration with the Green Cities Project Moldova Manager and UNDP Country Office in Moldova.

The consultant will have the following responsibilities:

- Have a separate meeting and/or participate in meetings (where relevant), during the study tour organized for the experts from the Chisinau Municipality responsible for development of Sustainable Urban Mobility Plan and Urban Planning in order to better understand the context, gaps and vision for SUMP and street design;
- Development of the Chisinau municipality guide for street design based on inputs from national consultant, that will incorporate street design elements, interim design strategies, intersections, intersection design elements, design controls and other needed elements;
- On-site assessment and mentoring during the design stage and implementation of the redesigning of one of the selected streets in collaboration with the municipality (tentatively Mircea cel Batran blvd – the key street in Ciocana district);
- Development of Training Needs Assessments for the officials from Chisinau Municipality for all issues related to street design;
- Take lead in ToR development for elaboration of SUMP. This activity will be done in collaboration with the International Consultant on Transport mobility and based on inputs from national consultants;

- Provide necessary support to the national consultant in drawing a strategic action plan for dedicated bike lanes in Chisinau;
- Propose activities and draft ToR's (where applicable) for local initiatives related to urban development and provide a list of potential donors or funding mechanisms to support their implementation and cooperation (i.e. <https://www.publicspacenet.org/about-psn>);
- Ensure the visibility of the outcomes and tasks by the local and international stakeholders, i.e. at least one (1) article or other media outcome will be prepared and at least 10 photos of high quality will be delivered to CUP.

IV. SCHEDULE AND DELIVERABLES

The deliverables will be composed by TOR for SUMP and Street design.

a) ToR for SUMP

The assignment will be carried out for as thirty (30) working days over a 5-month period from the date of starting of the assignment. It includes at least two (2) mission for five (5) days each to Chisinau for scoping and data collection mission and draft ToR presentation. Two public events/workshops will be organized in Chisinau, for scoping and draft SUMP ToR presentation. where the consultant should make relevant presentations (the exact title of the presentation will be agreed during the inception phase). Additional five (5) working days would be dedicated to finalization of the ToR for SUMP after the official consultation with to the Municipal council and city departments.

b) Street design

The level of effort of the Czech expert in urban planning is estimated at app. 30 days for development of the guide and street redesign planning. It includes at least three (3) visits for five (5) days each to Chisinau for on-site assessment mission, design consultations and draft guide presentation. Three (3) public events/workshops will be organized where the consultant should make relevant presentations. Country missions for both assignments can be cumulated. Additional ten (10) working days would be dedicated to guidance/mentoring during the pilot project implementation. The international expert will be seconded by a national expert contracted by UNDP Green City Lab.

The assignment will require the completion of the following tasks:

	Deliverables	Estimated timing
1	Draft Chisinau municipality guide for street design based on inputs from national consultants, that will incorporate street design elements, interim design strategies, intersections, intersection design elements, design controls and other needed elements;	By November 15, 2018 20 working days
2	Training Needs Assessments for the officials from Chisinau Municipality for all issues related to street design developed	By November 20, 2018 5 working days
3	Support provided to the national consultant in drawing a strategic action plan for dedicated bike lanes in Chisinau.	By December 5, 2018 5 working days
4	Draft ToR for Chisinau Sustainable Urban Mobility Plan developed	By December 15, 2018 30 working days
5	ToR for SUMP finalized after the official consultation with the Municipal council and city departments.	By February 28, 2019 5 working days

6	On-site assessment and mentoring during the design stage and implementation of the redesigning of one of the selected streets in collaboration with the municipality (tentatively Mircea cel Batran blvd – the key street in Ciocana district)	By June 30, 2019 10 working days
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Note: The dates of the missions as well as workshops will be proposed by Consultant as part of his technical offer and consulted with the Project manager prior to contract signature.

All of the deliverables will be prepared in English, working language will be English with Romanian and/or Russian interpretation.

V. QUALIFICATION CRITERIA

Academic qualifications:

- Master’s degree in architecture, urban development and/or other related fields;

Experience:

- At least seven (7) years of professional experience in architecture, urban development, urban mobility and/or other related fields;
- At list three (3) years of experience in the international state-of-the-art approaches and best practices in urban smart development;
- At least two (2) years of working experience in the Czech Republic and /or in EU countries in terms of a specific track record of cooperation with institutions and bodies responsible for public policies in architecture, urban development and mobility;
- Demonstrated experience and success in the engagement of and working with the private sector and CSOs in architecture, urban development and/or other related fields;
- Good analytical and problem-solving skills and the related ability for adaptive management with prompt action on the conclusion and recommendations coming out from the assignment;
- Ability and demonstrated success to work in a team, to effectively organize it, and to motivate its members and other project counterparts to effectively work towards the project’s objective and expected outcomes;
- Proven experience in cooperation with international organizations or other bodies responsible for formulating smart urban development, at least three (3) similar assignments;
- Previous working experience with UNDP or other international agencies will be an asset;
- Experience with Eastern European countries will be an asset;
- Excellent communication, analytical, facilitation and presentation skills;
- Excellent computer literacy (Word, Excel, Internet, Power Point).

Language skills

- Proficiency (verbal and written) in English; working level of Romanian and/or Russian will be an asset.

VI. PAYMENT MODALITIES

The consultant will organize and facilitate the implementation of all project advisory activities as described above; his/her payment will be lump sum amount based, disbursed in instalments upon satisfactory performance and approval of deliverables.

VII. APPLICATION PROCESS

Applicants shall submit the following four documents:

Required

- Offeror's Letter confirming Interest and Availability;
- Curium Vitae including information about past experience in similar assignments and contact details for referees;
- Brief description of approach to work/technical proposal of why the individual considers him/herself as the most suitable for the assignment, and a proposed methodology on how they will approach and complete the assignment.
- Financial proposal (in USD, specifying the total lump sum amount as well as the requested amount of the fee per day). Financial proposal template prepared in compliance with the template in Annex 3

If an applicant is employed by an organization/company/institution, and he/she expects his/her employer to charge a management fee in the process of releasing him/her to UNDP under Reimbursable Loan Agreement (RLA), the applicant must indicate at this point, and ensure that all such costs are duly incorporated in the financial proposal submitted to UNDP.

VII. ANNEXES TO THE TOR

Annex 1- Individual Consultant General Terms and Conditions

Annex 2- Financial proposal template

Annex 3- Offeror's Letter confirming Interest and Availability.