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Resilient nations.*

Terms of Reference

International consultant in dedicated bus lanes

Job title:	International consultant in dedicated bus lanes
Type of Contract:	Individual Contract (IC)
Assignment type:	International consultant
Section/Unit:	Environment and Energy Cluster
Duty Station:	Home-based with one mission to Chisinau for 5 full working days to Chisinau, Republic of Moldova (if it would be possible under the pandemic situation)
Languages required:	English, working level of or Russian will be an asset
Starting Date:	September 2020
Duration of Assignment:	30 working days
Payment arrangements:	Lump sum (payments linked to satisfactory performance and delivery of outputs)
Evaluation method:	Interview of the 3 top-ranked shortlisted candidates

I. Project Background Information

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 Green City Lab is expected to be a self-sustaining entity, operating on a commercial basis (as part of the UNDP in initial stage and linked to municipality on a later stage), that does not rely on

technical assistance funding alone, so that by the end of the project it can continue to operate and grow.

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.

II. Context of the Assignment

The current assignment is linked to the overall Chisinau Municipality efforts in reforming the transport system.

More specifically this assignment is a continuation of the short-term assignment supported under Russia – UNDP Trust Fund for development aiming to provide methodological support in planning establishment of the dedicated public bus lanes in Chisinau and piloting on 5 streets: str. Mateevici, str. Puskin, str. Banulescu-Bodoni, blvd. Grigore Vieru, and blvd. Ștefan cel Mare.

In the continuation of the up mentioned activities, the Green city project will support the municipality in developing the Action plan for further expansion of the dedicated bus lanes network in Chisinau.

III. Duties and responsibilities:

The international consultant in close collaboration with national consultant in urban mobility will perform the following tasks:

1. Desk review of the existing public transport visions, strategies, norms and standards (both national and international), methodological dedicated bus lanes guidelines developed under the Russia-UNDP partnership and public transport network datasets (incl. transport intensity and frequency, etc);
2. Based on the mission(s) to Chisinau (if possible) and targeted discussions with the Chisinau municipality senior management, public transport operator(s), developing of the strategical part covering the following (but not limited to):
 - Criteria for identification of the streets and problematic crossroads, where the dedicated bus lanes would be needed;
 - Zoning of the Chisinau city, regarding public transport network (indicating where speed or safety/security ensuring, or humanization of space is a must);
3. Development of the Roadmap for further expansion of the dedicated bus lanes network in Chisinau including (but not limited to):
 - Concept, priorities and action plan for dedicated bus lanes expansion;
 - Timeframe and recommendations for technical principles to be applied (e.g. physical barriers, shared spaces etc.);
 - Technical schemes and drawings:
 - i. City map with public transport routes and dedicated bus lanes priorities for ensuring connectivity;
 - ii. Technical examples of street space reallocation, design and etc.
 - Support during public consultation process and final roadmap development based on the comments received.

IV. Expected Deliverables

The assignment will be carried out for 30 working days over a 4-month period from the date of starting of the assignment.

The assignment will require presentation of the following deliverables:

Deliverables	Estimated timing
<ul style="list-style-type: none">Draft Strategic vision and Roadmap for further expansion of the dedicated bus lanes network in Chisinau (incl. a general expansion visioning map, technical schemes, drawings, etc.)	15 November 2020 (20 wd)
<ul style="list-style-type: none">Final Strategic vision and consulted version of the Roadmap for further expansion of the dedicated bus lanes network in Chisinau	15 December 2020 (10 wd)

The deliverables shall be prepared in English and shall be sent to the UNDP and beneficiary, in electronic version.

In case some noncompliance is identified, the beneficiary shall ask for the remediation thereof and shall not accept the reports until all noncompliance issues are solved. The remediation of non-compliance issues shall not go beyond the agreed implementation term.

The rights over all deliverables created by the contracted party, related to the delivered product/services, shall be transferred to the contracting authority.

V. Institutional arrangements

The consultant will report to the Project Manager and will work in close coordination with the project team, national consultant in urban mobility, deputy mayor office and relevant Chisinau municipality departments.

VI. Qualifications and experience requirements

Academic qualifications:

- Master's degree in transport engineering, transport planning or other related fields;

Experience:

- At least 5 years of relevant experience in development of similar projects in other cities, including dedicated bus lanes implementation;
- Familiarity with and experience on working with the public sector and the local public authorities;
- 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 institutions or other bodies responsible for urban smart transport planning; experience of working with UNDP or other international agencies will be an asset;
- Excellent communication, analytical, facilitation and presentation skills;
- Excellent computer literacy (MS Word, Excel, Power Point, Project, Teams);

Language requirements:

- Fluency in English; knowledge of Russian would be an asset.

VII. Payment modalities

The payments will be lump sum amount based, disbursed in instalments charged on the time-spent basis at agreed day rate upon satisfactory performance and approval of deliverables.

VIII. Application process

Applicants shall submit the following three documents:

Required

- ☒ Offeror's Letter confirming Interest and Availability;
- ☒ Personal CV, including information about past experience in similar assignments and contact details for referees (at least 3);
- ☒ 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 2. **Travel costs should not be included in the financial offer, due to the risk of travel ban.** If travel will be possible, the costs will be organized and supported by UNDP.

Incomplete applications will not be considered.

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.

IX. Annexes to the TOR

Annex 2- Individual Consultant General Terms and Conditions

Annex 3- Offeror's Letter to UNDP confirming interest and availability