

August 19, 2019

RFP# PMU-2019-001
PROJECT ARCHITECT

REQUEST FOR PROPOSAL

The FSM Department of Transportation, Communications and Infrastructure (DTC&I), Program Management Unit (PMU) is soliciting proposals from interested individuals to provide professional services to the Program Management Unit. The PMU is responsible for the monitoring and coordination of the FSM Infrastructure Development Plan, and for the provision of technical support, oversight and project management services for compact-funded infrastructure projects. The Terms of Reference, including specific skill sets are attached.

Proposals from interested individuals, which should including CV's, copies of degrees and professional qualifications, and at least 2 References, should be received by the Acting Secretary, DTC&I, **no later than Friday, September 20th, 2019 @ 4.00 pm.** CV's should highlight experience on similar assignments. All proposals received should be clearly marked:

**FSM/DTC&I Program Management Unit
Proposal for Project Architect**
and addressed to:

The Honorable Dickson Wichep
Acting Secretary,
Department of Transportation, Communications and Infrastructure
FSM National Government
P.O Box PS-2
Palikir, Pohnpei
FM 96941
Email: wichep66@gmail.com

Proposals may be received in hard copy or soft copy via email and must be received no later than the above designated time and through the designated address.

Further information is available at the office of the Program Management Unit, DTC&I or email to the PMU Program Manager, Mr. Robert Goodwin, at email: rscgoodwin@hotmail.com or call (691) 320 2080. Thank you.



Dickson Wichep
Acting Secretary, DTC&I

Date 8/20/19

FSM DEPARTMENT OF TRANSPORTATION, COMMUNICATIONS AND INFRASTRUCTURE

PROVISION OF PROFESSIONAL SERVICES TO THE PROGRAM MANAGEMENT UNIT

TERMS OF REFERENCE FOR PROJECT ARCHITECT

A. BACKGROUND

The Federated States of Micronesia (FSM) is an independent nation comprising 607 small islands spread over more than one million square miles of ocean in the Western Pacific. Total land area is small, amounting to 271 square miles with only 6 percent of the land arable. The FSM has a total population of about 102,500, with 22 percent living in "urban areas".

The Federation is made up of four States, Chuuk, Kosrae, Pohnpei and Yap, who enjoy a high degree of autonomy from the National Government. This includes fiscal autonomy, which means that the States have the ability to make budget and spending decisions completely independent of the National Government and completely independent of each other.

The Governments of the Federated States of Micronesia are currently implementing the FSM Infrastructure Development Plan FY2016-FY2025 (IDP). The IDP covers infrastructure in ten sectors: electric power, water/wastewater systems, solid waste management, roads and pedestrian facilities, maritime transportation, air transportation, telecommunications, education, health and government administrative buildings.

The projects in the IDP have been identified and prioritized by each of the governments to meet their development needs over the period, 2016 to 2025, and to contribute to the FSM's economic and social development, environment and institutional capacity.

A key source of funding for the IDP is Compact Sector Grants from the United States. Due to a number of factors, the Compact infrastructure program is about \$190 million behind schedule, as of August, 2019 and with another \$92 million becoming available from FY2020-FY2023, sees about \$282 million in projects to be implemented over the next 4 years.

The IDP sets out the institutional arrangements for program delivery with strong governance and ownership at State level and program coordination and quality assurance at National level. The institutional arrangements are now in place and the PMU is already playing its role in program coordination and oversight in addition to the provision of technical support for the formulation and implementation of projects funded by non-US development partners.

B. IDP Implementation

At the National level, the Department of Transportation, Communications and Infrastructure (DTC&I) has the overall program coordination role and works closely with the Departments of Finance and Administration and Foreign Affairs as the interface with bilateral and multilateral development partners. DTC&I also provides ongoing support to each State to address capacity gaps, promote consistency and sharing and to consolidate reports and plans for national outputs, including quarterly progress reports and the Annual Implementation Plan.

Accountability for implementing the Plan at State level lies with the State Infrastructure Planning and Implementation Committees (IPIC). Each State has a Project Management Office (PMO), responsible for day to day planning and implementation of infrastructure projects.

The implementation model for the IDP has necessitated a restructuring of the PMU, with its focus on **Program Management**, particularly to ensure that the National government meets its commitments and obligations to its development partners, including those obligations arising from the Amended Compact and its subsidiary agreements and that project planning and implementation is efficient and optimal. The PMU also provides ongoing support to each State to ensure that program and project management, procurement and reporting requirements are documented and adhered to, technical standards are developed and shared, subsequent design and construction contracts are consistent with appropriate risk management, and peer and post completion reviews are undertaken as required. The scope of work of the PMU includes Compact-funded projects as well as the major infrastructure projects supported by other development partners, including the World Bank and the Asian Development Bank.

During the past 18 months, the PMU has progressively assumed its new role under the IDP. During the next 2-3 years, it is expected that the role of the PMU will be as follows:

1. Manage National Government's infrastructure projects funded by the Amended Compact;
2. Provide technical support, oversight, and peer-review services, as needed, to the State PMO Offices to ensure the effective delivery of state infrastructure projects
3. Continue with the development of standards and processes to support the cost-effective delivery of the infrastructure program. These will include an FSM-wide Building Code, a Procurement Manual, standard contract documentation and a design manual for school buildings.
4. Set up a program management and monitoring system to keep track of the progress and impact of the IDP and to provide information for a mid-term review of the IDP during FY2021.
5. Provide technical assistance to the Infrastructure Division of DTC&I on the formulation and implementation of ODA-funded infrastructure projects.

The PMU reports to the Secretary of DTC&I (through the Assistant Secretary for Infrastructure), who is also the Contracting Officer for PMU-managed Projects.

C. Scope of Services for the Project Architect

The Project Architect will provide the following services:

1. Provide technical support to the FSM/State Working Group for the preparation of the proposed FSM Building Code
2. Oversee and provide technical inputs for the design and construction of National Government Projects being managed by the PMU;

3. Supervise and monitor the design process being carried out by Design Consultants engaged by the PMU and support the design review process being undertaken by the United States Army Corps of Engineers (USACE);
4. Work with the State PMOs in developing standard building designs and manuals
5. Take the lead in conducting peer reviews of design consultant proposals and design submissions, where required
6. Assist the PMU in establishing and managing a consolidated technical library, including designs, standards and cost information for use across the FSM;
7. Provide design review and monitoring services to the Infrastructure Division of DTC&I for building projects funded by non-US development partners and through funds appropriated by the FSM Congress.

D. Minimum Qualifications and Requirements

- a. A university degree in Architecture is required. A masters' degree would be preferable;
- b. Must be able meet the criteria for registration as an APEC Architect and/or must be licensed/registered by an approved accreditation authority that is at least equivalent to one of the State Licensing Boards of the United States.
- c. At least 10 years' experience in the planning, design and construction of buildings and similar structures, including buildings in coastal environments in tropical developing island states;
- d. Familiarity with different Building Codes. Experience in designing buildings using the International Building Code (IBC) would be an asset;
- e. Significant experience in preparing design briefs and reviewing designs, contractor submittals and operating and maintenance documentation;
- f. Work experience in small island states. Specific experience in the pacific islands would be desirable.
- g. Excellent communication and consultation skills, and a proven ability to work with multi-disciplinary design and design review teams.
 - o Minimum General Experience – 10 years
 - o Minimum experience in the planning, design and construction of buildings – 10 years
 - o Experience in small island developing countries – required
 - o Experience in pacific island countries – desired

E. Duration of the Assignment and Estimated time Inputs

This is a full-time assignment and will be for an initial period of one year. Based on satisfactory performance and mutual agreement between DTC&I and the Project Architect, the assignment can be further extended on a year to year, basis.

F. Reporting Requirements

The Project Architect will report directly to the PMU Program Manager. However, he/she will be expected to work closely with the Assistant Secretary for Infrastructure, DTC&I, as well as relevant counterparts in the State PMO Offices and the United States Army Corps of Engineers.