

TERMS OF REFERENCE FOR PROJECT DEVELOPMENT SPECIALIST FOR CONSULTANCY FOR THE DEVELOPMENT OF A FULL PROJECT PROPOSAL DOCUMENT FOR AN ALTERNATIVE FUMIGATION FACILITY AT THE EXPORT COMPLEX IN KINGSTON

1. BACKGROUND

There have been several reports of damage to fumigated products (especially yams) over the years from the Kingston Complex. These damages are attributable to the chamber type fumigation currently practiced. Temperatures recorded at the Export Complex in Kingston; over the last seven (7) years indicated that the temperatures have been increasing. The records showed that these temperatures reach as high as 102.2 degrees Fahrenheit especially during the summer. Ideally yams should not be exposed to temperatures this high. This upward trend in the movement of environmental temperatures is expected to continue as global warming continues.

Chamber type fumigation uses more methyl bromide as the system uses a fixed supply of the gas irrespective of the quantity of produce being fumigated. This can have detrimental effects on the environment and will also increase the fumigation cost to farmers. Some exporters have stopped fumigating at the Kingston Complex due to the fear of product damage influenced by heat.

The MICAF is now seeking to construct an alternative fumigation facility that will minimize the possible negative effects of rising global temperatures on the produce being fumigated for export by the MICAF. It is also seeking to reduce the volume of methyl bromide gas which is consistently used, and as a result reduce operating costs as well as environmental damage resulting from the release of methyl bromide in the atmosphere. In the final analysis, what is being sought by MICAF is a modern fumigation facility that will facilitate the provision of an efficient, cost effective and climate resilient fumigation service to all its customers, including the very small exporters.

2. OBJECTIVE OF CONSULTANCY ASSIGNMENT

The consultancy assignment is for the development of a full proposal document for the establishment of an appropriate Fumigation Facility at the Export Complex in Kingston.

3. DELIVERABLES, COMPLETION DATES & PAYMENT PLAN

No.	<i>DELIVERABLES OF PROPOSAL DEVELOPMENT CONSULTANT</i>	COMPLETION TIME	PAYMENT - % OF CONTRACT
1	Inception Report	1 weeks after signing	15%
2	Draft Proposal	9 weeks after signing	40%
3	Final Draft of full proposal	11 weeks after signing	30%
4	Completed PIMSEC Project Proposal Template	12 weeks after signing	15%

4. SCOPE OF WORK –TO BE UNDERTAKEN BY THE CONSULTANT

In developing the project proposal, the consultant will take into consideration the fact that the fumigation facility to be designed by the architectural firm will have the following features:

- a) **Foundation** - the entire facility i.e. fumigation zone and enclosed building (office, introduction room, storage room, bathroom, and gas reading room) will sit on a 193 x 206 ft. foundation, 4ft high above ground all around, to facilitate loading and off-loading of containers and trucks. The foundation will also be equipped with ramp, and steps that will accommodate movement of both people and machines in and out of the building.
- b) **Driving Ramp** – one driving ramp will be located just in front of the north eastern corner of the eastern section of the fumigation zone and one just across the south west corner of the western section of the fumigation zone. This ramp will serve to accommodate easy movement of the ministry’s operational vehicles (forklift). A step for pedestrians should be located south of both ramps (in the south east and south west corners respectively).
- c) **Operational Ramp**–This is to serve the purpose of loading and off-loading of cargo at the fumigation facility. This ramp will circumference the fumigation area and provide adequate place for operation.
- d) **Steps** –there will be two steps implemented to facilitate pedestrian movement, thus increasing the safety of workers. One step will be implemented adjacent to the main ramp, while the second step will be implemented to the north of the property adjacent for the enclosed building.
- e) **Ground surface** – the entire surface area around the fumigation facility should be asphalted. The purpose of this is to ensure easy movement of delivery trucks and

containers on the property. This will also help to maximize the ability to maintain ground sanitation and pest control programs.

- f) Fencing** – the entire perimeter of the fumigation property will be fenced off from the airport authority main land. Fence will be 12 feet high made of chain link fence and razor wire on top of the chain link.
- g) Buffer Zone** – Forty feet (40ft) from the fence on the south side and the west side. Sixty feet (60ft) on the east side and fifteen feet (15ft) on the north side. The distance between the fumigation block and the office complex should be forty feet (40). The office complex will encompass a small office, storage room and bathrooms.
- h) Floor** – This will be concrete and steel floated to encourage safe and smooth movement of people and machinery working in the area. Special attention will be given to the fumigation zone in ensuring the area is properly paved or rendered to avoid the development of cracks or breaches that would cause escape of gas during fumigation.
- i) Roof** – roofing for the fumigation zone should be zinc and all other areas except the office complex – (bathroom, office, storage, introduction room etc.) which should be made of concrete slab. For the zinc roof areas, there should be a ceiling made of treated wood to assist with heat reduction and enhance durability.

The activities to be undertaken by the consultant developing the proposal are as follows:

- i) Conduct a desk review of the project, and related plans, programmes and projects; hold preliminary discussions with MICAF officials and prepare inception report
- ii) Meet with/engage stakeholders, including exporters, Plant Quarantine personnel, technical expert in fumigation technologies and the technical professionals associated with the architectural firm, to request and collect information that will inform and guide the development of the project proposal.
- iii) Consult NEPA and other relevant GOJ regulatory agencies so as to ascertain all the regulations to be satisfied in order to meet local and international standards for the establishment of a facility of this nature.
- iv) Develop a draft project proposal in keeping with the PIMSec's guidelines and present to MICAF for review and feedback.
- v) Meet with all key stakeholders including exporters, Plant Quarantine and NEPA, to receive feedback on the draft proposal.
- vi) Revise the draft proposal based on feedback from MICAF and stakeholders, and resubmit to MICAF for approval along with a completed PIMSEC Project Proposal Summary Template

- vii) Make final adjustments as required by MICAFA.
- viii) Prepare & present to MICAFA the final project proposal along with the completed PIMSec Project Proposal Summary Template

5. QUALIFICATIONS OF THE CONSULTANT TO DEVELOP PROPOSAL –

a) Educational Requirement :

- i) Masters in Project Planning & Management /Agricultural Economics or Development Economics/Development Studies or related subject.

b) Training:

- i) An A.Sc or Diploma in General Agriculture preferably with an emphasis in Post Harvesting Techniques
- ii) In Proposal Writing
- iii) Knowledge and or experience of fumigation types, procedures and techniques will be an asset but not mandatory

c) Experience:

- i) 5 -10 years' experience in the development of detailed project proposals as required by multilateral development institutions.
- ii) Experience with projects of comparable size, complexity and/or technical specialty

6. REPORTING AND SUPERVISION.

The Consultants will report to the Principal Director of Panning & Policy at MICAFA and will consult with the Head of the Plant Quarantine Branch and/or his/her designate as required during the conduct of the assignment.

7. THE CHARACTERISTICS OF CONSULTANCY

a) Type of Consultancy: Individual local consultant

b) Level of Effort: 45 man-days over a twelve week period.

c) Type of Contract – *Fixed price*