

Terms of Reference and Scope of Services

Cultural Landscape and Heritage Architect – Consultant Third Regional Development Project (RDP III)

Background

The Municipal Development Fund of Georgia (hereinafter the employer) is a legal entity of public law whose purpose is to mobilize financial resources from donors including international and Georgian financial institutions, in order to make them available for investments in local infrastructure and services, while simultaneously helping local self-governments in strengthening their institutional and financial capacity.

MDF programs envisage implementation of various projects funded by IFIs, including the Regional Development Projects (RDPs) financed by the World Bank Group and the Georgian Government (GoG). The aim of these projects is to promote tourism development in regions of Georgia, including the arrangement of tourist infrastructure at the cultural heritage monuments' adjacent areas.

Infrastructure investment component of RDPs include urban regeneration of old towns and villages, including restoration of building facades, public spaces, museums, roads and water, and enhancement of cultural and natural heritage sites, including access and preservation.

This Consultancy assignment will be financed under the Third Regional Development Project (RDP3). The Project Development Objectives of RDP3 are to increase the annual number of visitors at selected project sites, increase volume of private sector investments in targeted areas, create job to support tourism industry. It includes restoration and adaptive reuse of Cultural Heritage buildings and historic centers, and the regeneration of selected cultural landscapes, including investments targeted to the urban regeneration of the historic core area of the World Heritage site of the city of Mtskheta.

The present TOR stipulates the requirements for delivering the services by the Architect - Cultural Landscape and Heritage Expert, the Consultant, in support of the implementation of RDP3, with a focus on ensuring quality of subprojects dealing with Cultural Heritage assets

Objectives of the Assignment

The main objective of the assignment is to support the Project Management team of RDPs at MDF with technical advice and technical leadership in ensuring the delivery of high-quality subprojects that involve Cultural Heritage assets and the upgrading of historic city centers. The Consultant mobilized under this assignment will ensure coordination among key stakeholders involved in the delivery of integrated urban upgrade and CH-related subprojects (various departments of MDF, Municipalities, NCHPA, supervision consultant) and consistency in the approach to CH projects, from concept stage to design, to delivery.

In order to achieve this objective, the consultant will be responsible for, without being limited to, the following:

1. Advise during the preparation of subprojects related to Landscape, urban upgrade and Cultural Heritage by ensuring consistency of inputs and coordination among various relevant stakeholders. This coordination efforts are expected to result in consistency in the approach to projects, from concept stage to design, and to delivery.
2. Assist Project Management Team in coordination integrating inputs and requirements provided by key stakeholders involved in the delivery of Landscape, urban upgrade and CH-related subprojects, in particular Central Government Institutions, Municipalities, NCHPA, supervision consultant and MDF's technical staff.

3. Assist with drafting of the terms of reference to announce the tender for design services (including for the Detailed Urban Designs of Mtskheta and for Abastumani, among others) and related construction works;
4. At the conceptual stage, discuss the strategic alternatives, rehabilitation-restoration methods, objectives, requirements and budget of a project and facilitate selection of the best option; suggest the best practice based technical solutions;
5. Participate in consultations with other professionals, counterparts and partners on design selection;
6. Work closely with consultants/contractors developing the detailed designs to assess the needs of the site, its beneficiary and advise the team;
7. Review feasibility reports and design proposals and assist the Project Management team in completing the investment packages for donor's review and approval;
8. Review designs based on the input and feedback received from stakeholders and partners and provide advice to the Team and comments to Detailed Design Consultants;
9. Adhere to all environmental-industry standards in design and construction, with a particular focus on rehabilitation-restoration of landscape and CH assets and urban upgrading of cultural historic centers;
10. Work closely with the Environmental team to ensure the holistic-integrated approach and assess the impact of the investment on the environment and provide suggestions on avoidance and/or mitigation measures;
11. Work closely with the Project Management Team to put together investment packages and progress report for donor's approval;
12. Assist the Procurement Team, in preparation or finalization of tender documentation;
13. Provide timely advice and support the Team in ensuring that contractors are performing within deadlines;
14. During the implementation stage, in close coordination with supervision consultant and respective Program Managers, coordinate the work of contractors, ensuring that the works follow the required environmental and CH standards and timeline; carry out regular site visits to check on progress;
15. Work closely with the team to resolve problems and issues that arise during design or construction phases;
16. Actively participate in Bank missions and site visits, as required;
17. Lead MDF's dialogue with UNESCO in relation to project sites that are World Heritage Patrimony.
18. Specifically, liaise with UNESCO/WHC, the national bodies of comprehensive protection and management system (Steering Committee, Technical Council, Multidisciplinary Planning Team) and the different stakeholders to assist Georgian state party and strengthen the landscape-urban level preservation of World Heritage Properties in historic City Mtskheta,, and to ensure introduction of the best practice technical standards, in line with international best practices adopting the Historic Urban Landscape approach;
19. Deliver the best practice based mentoring to the Multidisciplinary Planning Team for the successful preparation of comprehensive Urban Planning Documentation of Mtskheta, which, comprises of the Land Use Master Plan (LUMP), the Development Regulation Plan(s), its rules on usage of territories and specific development regulations;
20. Perform other duties within the competence, as required, including supporting the Project Management Teams of the World Bank projects on a demand-basis;

Qualifications

1. Master Degree or equivalent in Architecture, Spatial/Urban Planning, Landscape Architecture, Design or related field (M.Arch preferred).
2. At least ten years of proven working experience as an architect with emphasis on Natural and Cultural Heritage and holistic revitalization and adaptive reuse of cultural landscape, historic sites, urban units, including historic buildings and structures. Experience in urban and landscape design of historic centers is a plus.
3. At least five years of proven experience in site inspection of rehabilitation works on heritage sites. Affiliation with relevant nature conservation and cultural preservation international organizations e.g. ICOMOS, IUCN, IFLA. and familiarity with the best practices is the asset.
4. Expert knowledge of build environment development, construction details and relevant legal-policy

provisions, rules, regulations and quality standards, including international legal framework (e.g. Conventions, Multilateral and bilateral binding agreements and MOUs), national laws on Cultural Heritage, Protected Areas System, Environmental Assessment Code, Construction/Design Codes, applicable standards and internationally acknowledged best practices in Nature Conservation and Cultural Heritage Preservation.

5. Excellent visual presentation-drawing skills and familiarity with design software (Adobe Photoshop, SketchUp, AutoCAD/ArchiCAD or similar)
6. Strong portfolio to prove knowledge of rehabilitation techniques, artistic skills and strong visual assessment and spatial design qualification and an eye for significant detail.
7. Advanced communication, leadership and problem solving skills.
8. Knowledge of advanced English and Georgian is mandatory.

Duration and staff inputs

The duration of the assignment is 3 years. It may be extended upon mutual agreement.

This is a part-time assignment.

Expected Output/Deliverables and Reporting Format

The Consultant shall submit reports on monthly basis, within 10 days after the reporting period is over. Monthly reports, written in Georgian, shall include the list of services carried out during reporting period. Reports should be prepared in Georgian language and will be provided in two hard-copies.

The Consultant works in close coordination with RDP3 Project Management team and Reports to the Head of Donor Relation and Project Management Unit.

Facilities and Services to be provided by the Client

The Client shall provide office area and facilities, office equipment, communication and transportation necessary to carry out the services. The Client shall also provide all necessary information and documents for that purposes.