TERMS OF REFERENCE

Feasibility and Design Study for the Establishment of two Regional Emergency Command Centers and a National Training Center under the Emergency Situations and Civil Protection Service (ESCPS) of the Ministry of Internal Affairs

1. BACKGROUND

During the successful establishment of a national Emergency Coordination center (ECC) in Chisinau, the Government of Moldova further identified the establishment and functioning of two regional ECCs as a priority capacity-building activity within the national emergency and disaster management structure.

It is envisaged that like the national one, the regional ECCs will be modern and robust facilities, developed specifically to help ESCPS respond to extraordinary situations and emergencies. The ECCs will house facilities for decision makers from different departments and organizations, as well as monitoring, emergency coordinating, and administrative staff functions. Integrated with the existing national systems housed at the ECC Chisinau, the regional ECCs' information and communications systems will be designed to ensure collection of data, have sufficient storage capacity,and are able to process the data and display it to support understanding of emergency situations and provide an overview of available resources.

The ECCsare emergency operating units and thus must remain functional during most circumstances. The systems and methods deployed should thus be redundant and robust enough to avoid all unnecessary interruptions. The ECCsare expected to be operational 24/7 and depending on the current situation used and manned in various ways. Thus endurance and flexibility, both in terms of physical layout and in usage of its systems and tools, are of great importance.

Further, currently Moldova does not have a national training center properly equipped for capacity building in theoretical and practical management of emergency situations. This prevents the state institutions, local public institutions of level I and II, the private sector and the population to effectively understand and manage disaster risk. Such a national training center would help ensure state and public preparedness for disaster and climate risks, improving risk management and awareness.

The Government of Moldova is therefore pursuing the establishment of a national training center under the ESCPS, equipped for capacity building in both theoretical disaster risk management and practical training through simulations of emergency situations.The center will train ESCPS staff and first responders, as well as local leaders/authorities, managers of critical infrastructure (hospitals, schools, etc.), private sectors leaders and the public.

At the same time, it is to be mentioned that technical capabilities of CPESS in the field of disaster management are outdated and less efficient. Over 90% of fire & rescue response equipment, which is used to manage both building and wildfires, is over 20 years old. Older equipment is also not compliant with modern environmental management approaches, often leading to negative environmental impacts during deployment. Also, for certain types of emergencies CPESS has no intervention equipment at all (e.g. for accessing isolated villages during/after heavy snowfalls), which involve major risks for populations and economic operators in case of large scale exceptional situations.

The Government of Moldova is pursuing to raise CPESS preparedness and response capacity through investments in modern disaster management equipment, including but not limited to fire and rescue

vehicles, extreme winter conditions access capacity, temporary flood management modules, electricity and heat generation, and equipment to support preparedness activities during non-emergency times.

2. SCOPE

Assist the CPESS of the Ministry of Interior, Government of Moldova, to prepare feasibility and design studies for the establishment of two regional ECCs and a national training center, as well as to offer recommendations on the equipment for increasing preparedness and response capabilities. Activities and outputs in support of the two regional ECCs must ensure their integration in the national system as established during development of the national ECC. For both the regional ECCs and the national training center, CPESS is responsible for identifying and acquiring suitable locations. The consultant must therefore support design of new structures or rehabilitation of existing structures depending on the selected sites.

3. SPECIFIC TASKS

Two regional ECCs:

- The consultant will visit the CPESS-selected sites and determine if new structures or rehabilitation of existing structures is the optimal approach.
- The consultant will develop the general concept and scheme for the regional ECCs accounting for ITC and other CPESS functional requirements.
- The consultant will estimate works and materials costs required to implement the general concept and scheme.
- The consultant will determine the required ITC hardware and software, including costs, necessary for ECC performance and integration in the national system. For this specific task the consultant must take into consideration the ITC infrastructure, hardware/software established under the DCRM Project.

National training center:

- The consultant will visit the CPESS-selected site and determine if new structures or rehabilitation of existing structures is the optimal approach.
- The consultant will develop the general concept and scheme of the training center accounting for CPESS functional requirements and similar facilities from the EU Member States.
- The consultant will estimate works and materials costs required to fulfill the general concept and scheme.
- The consultant will determine the required ITC hardware and software, including costs, necessary for operation of the Training Center in accordance with the approaches and the best practices from the EU Member States.

4. DELIVERABLES

The Consultant will prepare and submit the following documents:

- For two regional ECCs:
    - Short Feasibility Study

      The proposed outline of the short feasibility study may include the following:

    1. Executive Summary
    2. Background Information (assessment of the existing physical infrastructure and ITC within national ECC, inventory of the existing technical equipment within CPESS, general outlines for the establishment of the training center)

3. Proposed architectural design of the two regional ECC's
4. Work needs - technical specification, requirements and cost estimates
5. Space Requirements for two regional ECC's
6. Proposed Operational Model of regional ECC's
   a. Description of the System
   b. Staffing
   c. Space Requirements
   d. Infrastructural Needs - technical specification, requirements and cost estimates
7. Equipment Needs - technical specification, requirements and cost estimates
8. Project Schedule
9. Final Recommendations.

- For the National Training Center
  - Short Feasibility Study

  The proposed outline of the Short Feasibility Study may include the following:

1. Executive Summary
2. Background Information (assessment of the location and existing physical infrastructure, general outlines for the establishment of the training center)
3. Comparison study of the two existing similar training centers from the EU Member States
4. Proposed architectural design of the National Training Center (if more solutions are proposed they must be compared)
5. Work needs - technical specification, requirements and cost estimates (for each proposed solution)
6. Infrastructural Needs - technical specification, requirements and cost estimates
7. Equipment Needs - technical specification, requirements and cost estimates
8. Project Schedule
9. Final Recommendations

All reports and documents shall be written/developed in Romanian and translated into English, approved and returned to the Consultant for correction or finalization, as appropriate, within 15 days from receipt of the drafts. The Consultant will elaborate and submit the final versions, including all amendments resulted therein. The final versions will be presented in electronic form (Microsoft Word format) and 2 (two) printed copies.

5. EXPECTED DURATION AND KEY MILESTONES

Full

6. RESOURCES

The Consultant assignment is expected to take 12 weeks (90 days).

7. CONSULTANT QUALIFICATIONS

The Consultant should meet the following requirements:

- Have studies on both communication and IT demonstrated by graduation diplomas
- Have at least 15 years of experience working with complex solution on both communication and IT
- Have post-graduation technical studies on telecommunication and IT demonstrated by at least one certifications diploma on telecommunication and one in IT

- Able to demonstrate experience on security and public safety domain by being involved in a large scale implementation project having a similar scope with the specific tasks of this feasibility study
- Have certification as Solution Architect granted by an international organization or as a result of international program.
- Have certification in the area of security of telecommunication and IT solutions demonstrated by diploma issued by an international specialized organization
- Have knowledge about the processes that govern an IT based organization demonstrated by an international, well known program
- Have proven knowledge about the process of organizational change management demonstrated by graduation diploma of an international program