

GOVERNMENT OF GRENADA

Ministry of Climate Resilience, The Environment and Renewable Energy GRENADA GEOTHERMAL ENERGY DEVELOPMENT – EXPLORATION DRILLING PHASE **Project Civil Engineer**

TERMS OF REFERENCE

1. Background

With funding provided by the Caribbean Development Bank (CDB), including support from the UK Foreign, Commonwealth and Development Office (FCDO), the Global Environment Facility (GEF), the Italian Ministry for Environment and Energy Security (IMEELS), and the European Union Caribbean Investment Fund, the Government of Grenada is undertaking a geothermal exploration drilling project to develop geothermal resources for utility-scale power production.

The Project is executed by the Ministry of Climate Resilience, The Environment and Renewable Energy (the Ministry) and managed by the Geothermal Project Management Unit (GPMU). Exploration drilling is planned at two sites located on private agricultural lands in the north of the mainland: Site C at Tricolor in St Patrick and Site F at Plaisance Estate in St John. The civil works phase precedes the drilling stage, with planned mobilisation in late 2027.

The Project is subject to a multi-lender environmental and social safeguard framework, including the applicable CDB review procedures, IDB safeguard policies, and IFC Performance Standards. An Environmental and Social Impact Assessment (ESIA) has been completed and an ESIA Update (including a Livelihood Restoration Plan for affected landowners) is in progress. The Ministry now wishes to engage a consultant Project Civil Engineer as a full-time member of the GPMU.

2. Objectives

The Project Civil Engineer will serve as the GPMU's dedicated technical focal point for civil works, responsible for ensuring Project civil works compliance with the approved environmental and social impact assessments, infrastructure design standards, applicable national laws, and lender requirements throughout the civil works phase. The role combines owner-side technical authority for civil works with project coordination support, reporting, document control, and procurement assistance.

3. Scope of Work

The Project Civil Engineer will:

- a. Review and advise on approval of civil works designs, bills of quantities, and contractor method statements prior to award, ensuring conformity with the ESIA, ESIA Update, and applicable engineering standards.
- b. Provide technical oversight of civil works procurement, including participation in tender evaluation, clarification meetings, and contract negotiations.
- c. Serve as the Project's principal technical authority during construction, supervising site progress, quality assurance, and compliance with contract specifications and environmental and social management plans.
- d. Conduct site inspections, prepare technical inspection reports, and document contractor performance against agreed metrics and timelines.
- e. Maintain and administer project records: RfP and contract documents, tender evaluations, site inspection records, contractor correspondence, change request files, and payment certification records.
- f. Liaise with the Owner's Engineer and contractor on technical matters, ensuring coordination and resolution of site issues.
- g. Review and validate contractor invoices and monthly progress claims against contractual milestones and work completion.
- h. Ensure integration of lender supervision mission recommendations and corrective actions into project implementation.
- i. Prepare project coordination support materials: agendas, meeting minutes, action-item tracking, and status updates for GPMU and donor reporting.
- j. Maintain document control systems and provide administrative coordination support to the Project Coordinator.

4. Deliverables

The Project Civil Engineer will produce:

- a. Technical advice and approval notes on civil works designs and method statements (pre-award).
- b. Procurement evaluation reports and tender clarification summaries.
- c. Monthly technical inspection and progress reports documenting site status, compliance, and contractor performance.
- d. Validated contractor payment claims and monthly financial reports for reconciliation.
- e. Project record files and document repositories (RfPs, contracts, site records, correspondence, change requests).
- f. Coordination support materials: meeting agendas, minutes, action-item tracking, and status summaries for the GPMU.
- g. Lender supervision mission response documents and corrective action tracking.
- h. Final civil works close-out report and technical performance summary upon project completion.

5. Term of Assignment

The role is a full-time individual consultant assignment. The expected duration for the civil works phase is eighteen (18) to twenty-four (24) months, commencing prior to civil works tender issue. The term may be modified subject to project requirements and phase progression.

6. Qualifications and Experience

The Technical Assistant (Civil Engineer) should have:

- a. A degree in civil engineering or equivalent engineering discipline.
- b. A minimum of seven (7) years of professional experience in civil or structural engineering, preferably including infrastructure design, geotechnical works, or energy/extractive industry projects.
- c. Demonstrated experience in contract administration, construction supervision, and site inspection for development projects.
- d. Strong technical writing skills, with experience preparing progress reports and technical documentation for development banks.
- e. Familiarity with CDB or multilateral development bank procurement and project management standards is strongly preferred.
- f. Experience in geothermal, renewable energy, or mining infrastructure projects is an asset.

7. Location

The duty station is Grenada. The Ministry's offices are located in St George's, and the project exploration sites are located in St John and St Patrick parishes. The incumbent is expected to have a suitable vehicle for execution of project duties.

8. Reporting

The Project Civil Engineer will be a member of the GPMU team, reporting to the Project Coordinator Geothermal Energy (PCGE). The incumbent will work closely with the Owner's Engineer, civil works contractors, consultants, and internal and external stakeholders as required. All reports and underlying data produced under this assignment are the property of the Government of Grenada.