

REINFORCING THE SUSTAINABILITY OF THE SUSTAINABLE TOURISM PROGRAM II INVESTMENTS

BL-T1106

CERTIFICATION

I hereby certify that this operation was approved for financing under the **Ordinary Capital Strategic Development Program for Sustainability (SUS)** through a communication dated September 5, 2018 and signed by Jane Silva (ORP/GCM). Also, I certify that resources from said fund are available for up to **US\$200,000** in order to finance the activities described and budgeted in this document. This certification reserves resource for the referenced project until December 12, 2018. If the project is not approved by the IDB within that period, the reserve of resources will be cancelled, except in the case a new certification is granted. The commitment and disbursement of these resources shall be made only by the Bank in US dollars. The same currency shall be used to stipulate the remuneration and payments to consultants, except in the case of local consultants working in their own borrowing member country who shall have their remuneration defined and paid in the currency of such country. No resources of the Fund shall be made available to cover amounts greater than the amount certified herein above for the implementation of this operation. Amounts greater than the certified amount may arise from commitments on contracts denominated in a currency other than the Fund currency, resulting in currency exchange rate differences, represent a risk that will not be absorbed by the Fund.

Certified by:

ORIGINAL SIGNED

Dic-03-18

Sonia M. Rivera

Date

Chief

Grants and Co-Financing Management Unit

ORP/GCM

APPROVED BY:

ORIGINAL SIGNED

Dic-03-18

Pedro Martel

Date

Chief

Environment, Rural Development and Risk

Management Division

CSD/RND

TC Document BL-T1106

I. Basic Information for TC

▪ Country/Region:	BELIZE
▪ TC Name:	Reinforcing the Sustainability of the Sustainable Tourism Program II Investments
▪ TC Number:	BL-T1106
▪ Team Leader/Members:	Marion Le Pomellec, Team Leader; Gines Suarez, Alternate Team Leader; Robin Coleman; Roberto Guerrero; Juliana Bettini; and Elizabeth Chavez (CSD/RND); Brodrick Watson and Yamilee Payen (VPC/FMP); Maria C. Landazuri-Levey (LEG/SGO); Natasha Ward (VPS/ESG); and Jane Chow (CID/CBL).
▪ Indicate if: Operational Support, Client Support, or Research & Dissemination	Operational Support
▪ If Operational Support TC, give number and name of Operation Supported by the TC:	Sustainable Tourism Program II (BL-L1020)
▪ Date of TC Abstract authorization:	September 05, 2018
▪ Beneficiary (countries or entities which are the recipient of the technical assistance):	Ministry of Tourism and Civil Aviation
▪ Executing Agency:	Inter-American Development Bank through the Environment, Rural Development and Disaster Risk Management Division (CSD/RND)
▪ Donors providing funding:	Ordinary Capital Strategic Development Program for Sustainability (SUS)
▪ IDB Funding Requested:	US\$200,000.00
▪ Local counterpart funding, if any:	N/A
▪ Disbursement period (which includes Execution period):	18 months
▪ Required start date:	January 2019
▪ Types of consultants (firm or individual consultants):	Firms
▪ Prepared by Unit:	CSD/RND
▪ Unit of Disbursement Responsibility:	CID/CBL
▪ TC Included in Country Strategy (y/n):	No
▪ TC included in CPD (y/n):	Yes
▪ Alignment to the Update to the Institutional Strategy 2010-2020:	Social inclusion and equality; Productivity and innovation; Economic integration; Gender equality and diversity; Climate change and Environmental sustainability

II. Description of the Associated Loan

- 2.1 Tourism is one of Belize's most important sectors. According to the World Travel and Tourism Council (WTTC, 2017), the direct contribution of Travel and Tourism to Gross Domestic Product (GDP) was US\$244.9 million (14.1% of total GDP) in 2016, with the total contribution of Travel and Tourism to GDP estimated at US\$662.5 million (38.1% of GDP), which is expected to further grow by 5.3% in 2017. In 2016, tourism directly supported 18,500 jobs (12.6% of total employment) with total contribution, including jobs indirectly supported by the industry, at 50,000 jobs (34.3%).
- 2.2 Since 1996, the Inter-American Development Bank (IDB) has worked closely with the Government of Belize (GoB) to develop sustainably the tourism sector. The Sustainable Tourism Program I (STP I) (BL-L1003), completed in 2013, supported, among others, the development of five infrastructure projects at four tourist destinations (Belize City, Ambergris Caye, Cayo and Placencia).
- 2.3 In January 2016, the IDB and the Government of Belize approved a US\$15 million loan (3566/OC-BL) to finance the **Sustainable Tourism Program II (STP II) (BL-L1020)**. STP II is a five-year Program, executed by the Ministry of Tourism and Civil Aviation (MTCA), which aims to increase the contribution of Belize's tourism sector to national sustainable and resilient socioeconomic development. Its objectives are to: (i) increase tourism expenditures, employment and income through tourism-product diversification; (ii) promote disaster and climate resilience and environmental sustainability in touristic destinations; and (iii) improve sector governance, creating enabling conditions for private sector investment in overnight tourism. Component 1 consists of investments to enhance the physical tourism product; Component 2 promotes disaster and climate resilience in touristic destinations and environmental sustainability; and Component 3 supports institutional-strengthening and capacity-building initiatives. The emerging destinations of Corozal District, Punta Gorda Town/Toledo District; the Mountain Pine Ridge and adjacent protected areas of Chiquibul and Caracol, (MPR/Chiquibul/Caracol Complex) in the Cayo District; and the island of Caye Caulker are all targeted for investments across the three areas of intervention.

III. Objectives and Justification of the TC

- 3.1 The objective of the TC is to improve the sustainability of the tourism investments made under Sustainable Tourism Program II (BL-L1020), by ensuring that key pre-investment studies are rigorous and of high quality.
- 3.2 Indeed, STP II is facing serious technical and operational issues that are affecting its proper execution; among others, lack of local experience in the conduction of feasibility studies for tourism-related investments. As a result, the feasibility studies conducted to date for tourism enhancement investments (Corozal Bay Heritage Plaza and Toledo Welcome Plaza) do not meet the basic standards to support the viability of investments. The review and improvement of such studies is required to move forward with the procurement process for those works. In the case of tourism enhancement investments in Mountain Pine Ridge Forest Reserve, studies are ongoing, with similar quality issues observed in the first deliverables. In the case of tourism enhancement investments in Caracol Archaeological Reserve, no firm has been hired yet. Contrary to the tourism enhancement investments, coastal protection investments planned in Corozal, Todelo and Caye Caulker count with good quality studies.

- 3.3 Additionally, in 2017, an assessment of the five infrastructure investments constructed under STP I showed that only one of the five sites were financially sustainable, with the other four being underused and damaged by inadequate management and maintenance. Reasons for this situation include, among others, poor feasibility studies conducted prior to those investments.
- 3.4 The hiring of a firm, highly experienced in the conduction of feasibility studies for tourism enhancement investments, to review, correct and complement the existing studies (Corozal Bay Heritage Plaza, Toledo Welcome Center and Mountain Pine Ridge Forest Reserve), and conduct the pending studies (Caracol Archeological Reserve), is considered necessary to ensure the quality of those studies, to improve STP II execution as well as to prevent sustainability challenges, similar as those presented in ¶3.3, to occur with investments to be financed by STP II.
- 3.5 **Strategic alignment.** The TC operation is consistent with the Update to the Institutional Strategy - UIS (AB-3008) and is expected to contribute to the Corporate Results Framework 2016-2019 - CRF (GN-2727-6) through: the development challenges of: (i) Social Inclusion and Equality, since STP II specifically targets Low Income People and plans to finance investments in Corozal and Toledo, where poverty rates are above the national average; (ii) Productivity and Innovation, by promoting the development of new touristic products; and (iii) Economic Integration, since tourism is an exportation and a driving force for Central America political-economic integration. It also aligns to the cross-cutting issues of: (i) Gender Equality and Diversity, by promoting the destinations of Corozal and Toledo and their rich cultural diversity; (ii) Climate Change and Environmental Sustainability, by promoting the destinations' resilience to climate change. The program is consistent with the IDB Country Strategy with Belize 2013-2017 (GN-2746) which identified tourism as one of four priority areas for support, and disaster-risk and climate-change adaptation as cross cutting issues. The program will contribute to the indicator of the Country Strategy of increase "Total overnight visitor expenditures". The program is also aligned with the dimensions of success prioritized in the SFD for Tourism (GN-2779-7). The TC operation will be contributing to the Ordinary Capital Strategic Development Program for Sustainability (SUS) through its outcome "Knowledge products, data and operational inputs generated", as well as the strategic objective "Strengthen capacities to manage disaster risk and respond to emergencies stemming from natural disasters", since the TC supports operation BL-L1020 which objective is to "promote disaster and climate resilience and environmental sustainability in tourism destinations".

IV. Description of activities/components and budget.

- 4.1 This TC will have a single component:
- 4.2 **Component I: Feasibility studies.** A firm will be hired to (i) conduct the feasibility study for Caracol Archeological Reserve; and (ii) review, correct and complement the existing or on-going feasibility studies for Corozal Bay Heritage Plaza, Toledo Welcome Plaza and Mountain Pine Ridge Forest Reserve, conducted with the resources of loan 3566/OC-BL, to ensure they reach acceptable quality standards. In both cases, considering existing current and potential demand studies, the location, characteristics of the investments, and services offered, cash flow analysis for every site, management structure for the sites, social sustainability and inclusion, and environmental sustainability.

- 4.3 The direct expected result is to have a set of studies meeting basic quality standards to support the decision of moving forward with the procurement process for the corresponding works
- 4.4 The total cost of the TC is of US\$200,000, to be financed by Funds of Ordinary Capital.

Indicative Budget

Activity/Component	Description	IDB/Fund Funding	Counterpart Funding	Total Funding
Component I – Feasibility studies	Consultancy	US\$200,000	N/A	US\$200,000

- 4.5 The Bank will perform the hiring and payment of the consultancy, and no financial audit is contemplated as a result.

V. Executing agency and execution structure

- 5.1 At the request of the Ministry of Economic Development (MED), the Bank will execute this TC, based on the Bank's ability and in-house expertise to hire the firm and review the expected outputs in a timely manner. This execution by the Bank of an Operational Support TC is based on the Annex 10 of the operational guidelines for technical cooperation products (GN-2629-1) under the circumstance of technical and operational weaknesses of the Beneficiary regarding this type of consultancies.
- 5.2 CSD/RND will be responsible for the execution of the TC through the Rural Development Specialist (RND/CPN) assigned to the country. The activities to be executed are included in the Procurement Plan and will be contracted in accordance with Bank policies as follows: (a) AM-650 for Individual consultants; (b) GN-2765-1 and Guidelines OP-1155-4 for Consulting Firms for services of an intellectual nature and; (c) GN-2303-20 for logistics and other related services.
- 5.3 The TC will be executed in close collaboration with MTCA.
- 5.4 The monitoring of the TC will be based on the comparison between the planned and actual procurement activities as well as the expected and actual deliverables from the firm that will be hired.
- 5.5 The costs associated with the execution and monitoring of the TC will be covered by the Bank's administrative budget for the personal that are team members.

VI. Major issues

- 6.1 A risk is that studies financed by this TC show that some of the STP II planned investments, that have generated high expectations among local stakeholders, are not feasible and not viable alternatives was identified.
- 6.2 Would this situation happen, the Bank, the MED and the MOF have already agreed on the organization of a high-level Government meeting to make the best final decision and mitigate the political costs associated with this situation.

VII. Exceptions to Bank Policies

- 7.1 N/A

VIII. Environmental and Social Strategy

- 8.1 Given the nature of the project, and according to the Environment and Safeguards Compliance Policy of the Bank (OP-703), the operation has been classified as

Category "B", since the feasibility studies (i) includes social and environmental analysis and stakeholders' consultations; (ii) are expected to support investments in works to be financed by operation BL-L1020, that is classified as Category "B" (see [Safeguard Policy Filter and Safeguard Screening Form](#)).

Required Annexes:

- [Request from the client](#)
- [Results Matrix](#)
- [Terms of Reference](#)
- [Procurement Plan](#)



GOVERNMENT OF BELIZE

Ministry of Economic Development, Petroleum,
Investment, Trade and Commerce

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16 November, 2018

Dr Cassandra Rogers
Country Representative, Belize
INTER-AMERICAN DEVELOPMENT BANK
1024 Newtown Barracks
Belize City

Dear Dr Rogers


Please regard this letter as the official request from the Government of Belize for technical cooperation support in the amount of (US\$200,000) Two Hundred Thousand US Dollars to undertake feasibility studies in connection with the reinforcement of sustainability of the Sustainable Tourism Programme II Investments.

We note that the draft Terms of Reference have been agreed to between the Ministry of Tourism and the Bank and that the Bank will execute the TC.

Government looks forward to the successful implementation of the technical cooperation initiative.

With best wishes

ECONOMIC DEVELOPMENT AND PETROLEUM


(YVONNE SHUDE)
CHIEF EXECUTIVE OFFICER

c CEO, Ministry of Tourism



Results Matrix

Outcomes

Outcome:	1 Planned investments are executed since they count with quality studies to support the investment decision							
Indicators	Flags*	Unit of Measure	Baseline	Baseline Year	Means of verification	2020	EOP	
1.1 Investments executed		Investments	0.00	2018	Final evaluation of BL-L1020	P	4.00	4.00
						P(a)	4.00	4.00
						A		

CRF Indicator

Outputs: Annual Physical and Financial Progress

1 Feasibility studies						Physical Progress					Financial Progress					ThemeFundFlags										
Outputs	Output Description	Unit of Measure	Baseline	Baseline Year	Means of verification	2018	2019	2020	EOP	2018	2019	2020	EOP													
1.1 Feasibility study completed	Sustainable tourism infrastructure	Studies (#)	0	2018	Studies	P	0	3	1	4	P	0	150000	50000	200000	Sustainable Infrastructure	SUS									
						P(a)		0		3		1		4	P(a)					0		150000		50000		200000
						A						A														

Other Cost

Total Cost

CRF Indicator

Standard Output Indicator

	2018	2019	2020	Total Cost
P		\$150,000.00	\$50,000.00	\$200,000.00
P(a)		\$150,000.00	\$50,000.00	\$200,000.00
A				

TERMS OF REFERENCE Feasibility Studies

BELIZE

Reinforcing the Sustainability of the Sustainable Tourism Program II Investments - BL-T1106

I. GENERAL BACKGROUND

The Belize Sustainable Tourism Program II (BL-L1020) is a five (5) year Program which aims to increase the contribution of Belize's tourism sector to national sustainable and resilient socioeconomic development. Its objectives are to: (i) increase tourism expenditures, employment and income through tourism product diversification; (ii) promote disaster and climate resilience and environmental sustainability in tourism destinations; and (iii) improve sector governance, creating enabling conditions for private sector investment in overnight tourism. The program is being funded by the Government of Belize and the Inter-American Development Bank (IDB) through a loan of US\$15 million. The Program is being executed by the Ministry of Tourism and Civil Aviation (MTCA). Component 1 consists of investments to enhance the physical tourism product; Component 2 promotes disaster and climate resilience in tourist destinations and environmental sustainability; and Component 3 supports institutional strengthening and capacity building initiatives. The emerging destinations of Corozal District, Punta Gorda Town/Toledo District; the Mountain Pine Ridge and adjacent protected areas of Chiquibul and Caracol, (MPR/Chiquibul/Caracol Complex) in the Cayo District; and the island of Caye Caulker are all targeted for investments across three areas of intervention.

II. JUSTIFICATION

STP II is facing serious technical and operational issues that affects its execution; among others, lack of local experience in the conduction of feasibility studies for tourism-related investments in the conduction of feasibility studies for tourism-related investments. As a result of those two weaknesses, the feasibility studies conducted to date for the Corozal Bay Heritage Plaza and Toledo Welcome Plaza don't meet the basic standards to justify investments; the review and improvement of those studies is required to support the decision of moving forward with procurement process for those works. In the case of Mountain Pine Ridge Forest Reserve, studies are ongoing, and based on antecedents (the two above-mentioned studies), the quality of the final deliverables is uncertain. In the case of Caracol Archaeological Reserve, no firm has been hired yet.

Additionally, in 2017, an assessment of the five infrastructure investments constructed under a prior Program (Sustainable Tourism Program I) showed that only one of the five sites was financially sustainable and the other four ones were underused and damaged by the lack of proper management and maintenance.

The hiring of a high-experienced firm, to review, correct and complement the existing studies (Corozal Bay Heritage Plaza, Toledo Welcome Center and Mountain Pine Ridge Forest Reserve), and conduct the pending studies (Caracol Archeological Reserve), is considered necessary to ensure the quality of those studies, to improve STP II execution as well as prevent STP I sustainability challenges to occur again.

PART I - CARACOL ARCHAEOLOGICAL RESERVE

The National Sustainable Tourism Master Plan (NSTMP) identified Caracol Archaeological Reserve as one of the 4 "unique tourism assets" of international significance for the country, along with the neighbouring Chiquibul Cavern system, the Great Blue Hole and the Belize Barrier Reef. This typology of asset is considered to have a very high level of attractiveness and is a unique example of its type in the world. Unique assets function as one of the primary motives for visitor's trips and it was recommended that the tourism policy of Belize should concentrate its efforts to promote these assets to increase international recognition as a tourism destination and to generate positive social, economic and environmental impacts within the country.

Visits to Caracol Archaeological Reserve have increased by 22% since 2010. With improved accessibility and investment Caracol Archaeological Reserve has the potential to become the signature site for Belize, and a major anchor site in the West of the country. It's historical status as

a powerful polity and rival to Tikal; archaeological interest; grandiose stature; and unique natural setting deep in the Maya Mountains, positions Caracol Archaeological Reserve as a major competitor to Tikal in Guatemala, as well as presenting the opportunity for dual destination itineraries featuring these major sites in the Maya World. The recent announcement of upgrades to the access road, also provides additional impetus for improvements to park facilities and visitor management to Caracol, with a, imminent increase of tourism activity to the site.

Current visitation to the site is directly contributing to foreign exchange earnings through entrance fees and supporting over 339 tour guides and 38 tour operators in the Cayo area alone. The Institute of Archaeology plans to develop the site and its amenities to a competitive standard to attract increased visitation to the Archaeological Reserve, in addition to improving the existing visitor experience, by adding value to the visit through investment in additional onsite activities and amenities. The ultimate goal is for Caracol Archaeological Reserve to be established as Belize's premier site with consideration for a UNESCO mixed World Heritage designation, in conjunction with the Chiquibul Cavern system.

Current constraints to be addressed include a lack of basic infrastructure, in particular access to adequate water and power; insufficient onsite amenities such as restrooms and picnic areas; an outdated visitor and educational center; incomplete exhibition structure; and insufficient and inadequate signage and trail systems. Additional excavation and consolidation efforts are ongoing to expand the central core of the site but reprogramming of the central recreational area is needed to improve visitor management, aesthetics and functionality.

Geographical & Historical Context: Caracol was declared an Archaeological Reserve under the Laws of Belize, through the National Institute of Culture and History Act, SI #19 1995. The reserve is the largest archaeological protected area in Belize. Caracol Archaeological Reserve's historic significance is rich in history, rivalry and conquest as the city once expanded over 200 km sq. and was known for its fierce rivalry with other cities such as Tikal and Naranjo (Guatemala).

The boundaries are extensive, covering 25,000 acres in the Western Region of Belize. Caracol is a park within a park, laying within the Chiquibul National Park: an area of high biodiversity and unique geology, housing the most extensive cave system in the western hemisphere. Adjacent to the Chiquibul Forest Reserve, the Caracol Archaeological Reserve and the wider Chiquibul areas are accessed through the Mountain Pine Ridge Forest Reserve, a main leisure and recreational destination in the Cayo District of Belize. In sum, these protected areas form the core of what is considered as the Western Maya Mountain Massif, a contiguous area of biodiversity and host to the largest water shed in Belize. In addition, the Mountain Pine Ridge Forest Reserve is also subject for investments under the Sustainable Tourism Program II, both investments forming the initial stages of investment into a developing Tourism and Recreation Corridor in the area. As a result, tourism and recreation works currently underway within the Chiquibul National Park, Mountain Pine Ridge Forest Reserve, 1000 Foot Fall Natural Monument, and development within the Chiquibul and Vaca Forest Reserve, will be critical to ensure connectivity of visitor management activities, congruity with biodiversity management goals, as well as, uniformity of tourism offer in the area.

III. OBJECTIVE AND SCOPE

Under STPII, investment in tourism infrastructure within the Caracol Archaeological Reserve is planned as a tool towards income generation with the aim to develop onsite activities and facilities to improve visitor experience, increase safety and visitor management, and add tourism value to the iconic site of Caracol Archaeological Reserve. As a result, maximizing its potential as the signature Maya Cultural Heritage Site for Belize and a major anchor site in the west of the country, in particular within the Western Maya Mountain Massif region, and specifically within the Mountain Pine Ridge-Chiquibul-Caracol tourism corridor.

This Consultancy will consist of:

1. Baseline studies:

- Baseline to Support the Feasibility Study - Consisting of establishing baseline metrics relating to the current economic contribution by the Archaeological Reserve, current environmental and social management indicators, as well as carrying out an assessment of visitor use of the area, current Visitor Satisfaction, and site management capacity.
- Baseline to Support the Site and Visitor Management Plan - In addition, the

assessment will require the firm to carry out assessments of the site, with the intent to support the development of a Site and Visitor Management Plan for the Archaeological Reserve. In this regard, an assessment of Limits of Acceptable Change is recommended, to determine capacity indicators for the site and its facilities.

2. Site and Visitor Management Plan: The Site and Visitor Management Plan, shall incorporate findings and data derived from Baseline studies for investments to be executed under STPII. Recommendations which should consider future sustainability, mitigation of negative social and environmental impacts (particularly indirect & cumulative) as well as consideration for disaster risk and climate change related events.

The Site & Visitor Management Plan investment aspects require the consultant to specifically consider, but not be limited to:

- a) Consider the overall site development potential and plans by the National Institute of Culture and History in determination of investments and plans;
- b) To consider the renovation of existing buildings (visitor center, picnic pavilion & monument building);
- c) To specifically engage in a process to address demand and sourcing for water and power; and make recommendations for energy efficient, green solutions;
- d) To determine signage needs and visitor interpretation needs across the CAR;

The architectural concept plan, designs and engineering will include:

- Additional restroom facility (considering people with diverse ability)
- Point of entry /exit (ticketing booth structure, fencing with gate and small entrance sign)
- Remodeling recreational/ public plaza
- Relocate/design parking lot area
- Research building (storage laboratory facility including analysis of artifacts)
- Kiosk units (for selling of art & crafts)
- Additional Picnic Pavilion
- Remodeling of existing monument building to house interpretative exhibitions
- Landscaping, signage installation and improvement to two existing trails and possible creating new trail system
- Renovation to existing visitor center building
- Rainwater harvesting, water collection and alternative energy solutions, solid and liquid waste management systems
- Provision of ramps where practical for wheelchair access.

3. Feasibility study: to provide solutions for proposed investments under STPII at the Archaeological Reserve, including water supply (exploration of ground water), communication, energy demand with options of alternative energy (solar) as detailed in section 4.3 and V part (3) below thereby ensuring functionality, environmental sustainability, local aesthetics and minimum maintenance is preferred along with preliminary costing.

4. Socio-environmental Assessment and Environmental Management including potential environmental impacts and mitigation measures observing habitat clearance, erosion, waste management and visitor impacts and or any other directive of the DoE towards obtaining environmental clearance process. Ensuring compliance with the Forests Act, the Sustainable Forest Management Plans, Protected Areas Management Plans, adherence to the STP II Site Environmental and Social Management Implementation Plan (SESMIP) and IDB's environmental and social safeguard Policies, and an Emergency Risk Preparedness Plan for the construction and operations of the development;

5. Communication Options: To provide communication options and propose system/s to be utilized at the Archaeological Reserve, including cost estimates and detailed specifications of the recommended systems.

6. Architectural, Engineering and Bidding Documents: Preparation of detailed architectural and engineering final designs (interior and exterior works) and detailed cost estimates with corresponding set of bidding documents that meet IDB Procurement requirements.

7. Costing: Design and Bill of Quantities of all architectural, engineering and civil works.

8. Operational and Maintenance Plan: The Site and Visitor Management Plan, shall

incorporate Operational Manuals for investments executed under STPII. Recommendations which should consider future sustainability, mitigation of negative social and environmental impacts (particularly indirect & cumulative) as well as consideration for disaster risk and climate change related events and fire safety including escape route/emergency measures and signage.

IV. ACTIVITIES

4.1 Baseline studies

4.1.1 Support Baseline for Feasibility Studies

Objectives:

- i. To collect data sets required for a comprehensive Feasibility Assessment of the proposed Investment Program under STPII
- ii. To identify current trends relating to social, environmental, economic, visitor experience and satisfaction, and site management at CAR.

Tasks and Activities

- Development of a list of Data Sets required for the Feasibility Study of Social, Economic, Environmental and Management factors affecting CAR, these shall include, but shall not be limited to the following;
 - Conduct assessment and mapping (scale 1:100) of surface hydrology/drainage patterns of the project site inclusive risk of fire.
 - Identify and map existing site infrastructure including but not limited to drainage systems, water supply and sewage systems.
- Source information to carry out literature review;
- Develop Stakeholder Mapping Exercise to determine extent of consultations;
- Execute Desktop Research and Stakeholder Consultations, where relevant;
- Visitor Satisfaction
 - Development of data collection methodology where it relates to Visitor Experience and Satisfaction, including a survey instrument and tools for sound data analysis and reporting;
 - Justified selection of sample size that will represents the profile of margin of error at a 95% confidence level;
 - Training of Enumerators and Testing of Survey instrument;
 - Computer Assisted Personal Interviewing (CAPI) Pilot
 - Data Processing
 - Data Collection and Data Processing;
 - The firm should conduct training to at least four park rangers who will be responsible to administer survey. The firm will process valid surveys in accordance to the approved methodology.
 - Execution of survey in accordance to the ethics for safeguarding the interests/rights of individuals in research as per Annex 1.
- Generate Data Sets, and relevant reports;

4.1.2 Support Baseline for Site and Visitor Management Plan

Objectives:

- i. To determine the level of recreational and visitor use the area can withstand while providing a sustained quality of recreation and allowing for proper management of assets and facilities.
- ii. To evaluate the level of risk associated with the ecosystems, physical, biological and social components i.e. The impact of recreational activities upon the environment.
- iii. To determine opportunities for improvements to site and visitor management.

Tasks and Activities

- Develop a List of Data Sets required to develop a Site and Visitor Management Plan for CAR, including Asset and Site Inventory, Visitor Capacity Assessments, etc.;
- Establish sound methodology for Data Collection, Analysis and Reporting, including a methodology to carry out a Limits of Acceptable Change (or Carrying Capacity) assessment, and other assessments required;
- Execute data collection exercise;
 - The firm should conduct training to at least four park rangers who will support the execution of the Data Collection process.
- Produce result matrix indicating findings from data analysis & synthesis;
- Based on results, submit a report with recommendations for development of Site and Visitor Use Management Plan for the CAR, including policies, procedures, and/or systems that will protect CAR's cultural and natural resources, while providing for a memorable and quality visitor experience.

4.2 SITE AND VISITOR MANAGEMENT PLAN

Objectives:

- i. The Consultancy Firm will provide analysis of data collected in the assessment phase of the Consultancy, and through consultation with stakeholders, develop a Site and Visitor Management Plan for CAR, based preferably on Sustainable Cultural Tourism guidelines.
- ii. To establish a management plan for effective site and visitor management that respects the integrity of the cultural/archaeological assets, as well as, takes advantage of demand projections, and the added facilities provided by the STPII.

Task and Activities, include but are not limited to:

- i) Development of a Site and Visitor Management Plan, that includes the following:
 - a. Site and Visitor Management Framework (includes Objectives, Statutory Obligations, Policy Guidelines, Management Approach in ensuring Conservation of Natural and Cultural Assets, General Key Success Indicators for the Plan);
 - b. A final site and asset inventory considered as a part of the Tourism and Recreation offer for CAR.
 - c. Indication of Visitor Typology and Use Patterns, Visitor Expectation, Current and Future Demand
 - d. Establishment of Tourism and Recreation Offer for CAR, by Product and Services;
 - e. Establishment of Visitor Use Zones within the CAR, and completion of General Site Layout Map, with emphasis on areas to be made available for visitor and recreational use, within the CAR;
 - f. Development of Operational Policies and Guidelines to guide site and visitor management by established zones, including matters such as visitor hospitality (orientation, reception, post-tour activities), visitor flow and distribution, ticketing, traffic management, visitor and staff security, interpretation/signage infrastructure, key monitoring indicators (e.g. Carry capacity or Limits of Acceptable Change markers, acceptable visitor satisfaction rates, etc.), guidelines to management capacity, Procedures and Guidelines for Maintenance of Facilities, Trails, and Investments carried out under STPII (see 4.5.2 for more detail)
 - g. Determination of the most suitable and appropriate staffing and resource model for CAR.
 - h. Develop a Monitoring Tool and Process for NICH-IA to track Capacity, Visitor Satisfaction and Quality indicators.
- ii) Training workshops with NICH Park Rangers and Management Staff at CAR on the Site and Visitor Management Plan, and on tools and best practices for execution.

4.3 FEASIBILITY

Objectives:

- i. To determine the technical, social, environmental and economic feasibility of the proposed STP II investments in the CAR including an analysis and recommendations for sustainable design, management and operations.
- ii. To generate support from stakeholder and project acceptance in terms of economic benefits from the proposed project designs, as well as, congruence with tourism investments being developed in the Western Maya Mountain area, to promote uniformity of product offer.

Tasks and Activities:

The feasibility study will be undertaken following the general principles of maximizing community acceptability, economy, and effectiveness, and minimizing environmental and cultural resource impact. The specific requirements of the selected consultant will include but are not limited to the following activities:

1. From the data sets lifted from the baseline studies, analyses the data to determine projected energy requirement of the developments and make recommendations for the preferred energy generation option based on environmental acceptance and future sustainability.
 2. Analysis of the proposed investments according to social, economic, environmental impact and costs.
 3. Utilize the data from the baseline studies to conduct a Cost-benefit analysis to include but not limited to:
 - a) Provide an assessment of demolition costs connected with the project and potential for recycling of materials, as well as remaining waste removal costs.
 - b) Based on established development capacity identify a minimum of (2) most suitable water and wastewater systems (liquid & solid waste), (2) alternative energy solutions and communication options (satellite or a hybrid system) to assess according to cost, capacity, maintenance, and long-term benefits and make recommendations according to compatibility with design alternative selected.
 - c) Initial assessment of the capital costs associated with the works including an evaluation of construction materials in terms of durability, maintenance and cost.
 - d) Initial assessment of potential revenue generation on development components: (leasing of concession units to private entity or individuals), operating cost and return on investment. Consultant to formulate scenarios for analysis of such basic cash flow and calculate future projections on revenue returns for the next 20 years. This must include assessing the legal framework available or required for operationalization of revenue generation strategies. Include consideration of revenue sharing for reserve management organizations.
 - e) These shall include but shall not be limited to the following:
 - tourism demand projections
 - demand marketing projections, destination marketing, branding and trends
- Summary and initial assessment of social and environmental impact to identify those of major significance (screening and scoping to determine extent of the environmental and social analysis required).
- Evaluation of project in terms of its compatibility with the overall National Sustainable Tourism Master Plan, Destination Development Plan & Small-Scale Investment Project Plan, Four Protected areas in the Cayo District.
- Prepare conceptual site layout, access and design and draft representative schematic drawings of the STP II investment to present for review by the MTCA and IA and amend as directed.
- Determine the management needs of the assets invested under the STPII and provide finance and management options/scenarios including revenue collection options and cost management strategies.

- Ensure that alternatives assessed (both for renovation of existing infrastructure facilities and introduction of new infrastructure) consider environmental and social criteria, in addition to technical, financial, and touristic criteria;
- Assess the potential negative environmental and social impacts, and determine the mitigation measures that will be required during construction and operation, including coordination required with nearby investments (i.e. Caracol Road Upgrades), and consideration for Safety and Security;
- For the overall program, consider the indirect and cumulative environmental and social impacts related to an increase of tourism in the short, mid and long term, and propose management strategies based on different visitor scenarios;
- To undertake a consultation process as part of the preparation of the studies to present the project(s) under consideration and solicit feedback from interested stakeholders.
- Consider options for co-investment by relevant institutions.

4.4 SOCIAL AND ENVIRONMENTAL ASSESSMENT AND MANAGEMENT: Liaise with Department of Environment (DoE) towards the issuance of an Environmental Compliance Plan; identify key environmental and social impacts related to the design and construction and recommendations for mitigation; and ensure the final designs for STPII investment adhere to IDB environmental and social safeguard Policies, and the STPII Environmental and Social Management Plan. Furthermore, the project site is situated in a protected area and as such the temporary environmental/economic effects on the natural resources must be considered in accordance to the National Protected Areas System (NPAS) Act, Forest Act, Sustainable Forest Management Plan, Protected Areas Management Plan, and with IDB's Environment and Safeguards Compliance Policy Directive B.9 (Critical and Natural Habitat) and recommendations made to mitigate/offset any temporary or permanent negative impacts.

Objectives:

- a. Liaise with the Institute of Archaeology to evaluate potential social, cultural and environmental impacts and carry out appropriate meaningful consultation with the affected stakeholders.
- b. Evaluate levels of risks associated with social and environmental impacts and formalize mitigation and management measures, guided by the DoE, and the IDB environmental and social safeguard policies and guidelines.

Tasks and Activities

- All tasks and activities in this section are conditioned by the expectations of Belize's environmental authorities;
- In this context only a full ESIA can be expected, addressing all items of Belize's regulations but with a level of precision that will depend on both available data and available budget for the assignment;
- This full ESIA shall be carried out with the objective of meeting Environmental Clearance Requirements, any assessment needed beyond the level of precision of the limited assessment, both parties are to discuss the possibility to amend the contract or for any additional activities to be undertaken.
 1. Undertake an environmental and social analysis, based on the feasibility study and in collaboration with the IA, which identifies the potential environmental and social impacts and risks to the direct and indirect area of influence associated with the development, during construction and operation.
 2. Identify existing environmental data and where necessary conduct field investigations to address gaps, as related to the physical parameters of the project area with emphasis on surface water hydrology and drainage, topography, flood, and fire risks.
 3. Identify existing socio-economic data, and where necessary conduct field investigations to address gaps, as related to the socio-economic baseline of the area, particularly with respect to local stakeholders (stakeholder analysis) which may be directly or indirectly impacted (both positively or negatively) by the development of a tourist hub. Analysis of the number of benefits derived from the project is essential in ascertaining the benefits to the beneficiaries in terms of (job creation, income generation, recreation and improved quality of life).

4. Undertake an assessment of direct and indirect environmental and social impacts according to a matrix of "likelihood and consequence".
5. Identify appropriate environmental and social mitigation and management measures (in the form of an environmental and social management plan) to address significant negative impacts, based on cost, practicability and viability, and/or compensation for lost environmental resources.
6. Establish priorities and make recommendations for the monitoring of impacts during construction and operation, which are realistic in terms of available resources and capacity. Recommendations should be specific in terms of parameters to be monitored, frequency and responsible party.
7. Undertake an assessment of traffic flow (based on the initial feasibility study and design concepts) to limit traffic congestion and traffic conflicts during construction and operations. This shall include limiting visitor congestion at the site and preventing major loss to Visitor Flow, during the construction.
8. Undertake a disaster risk management assessment which assesses the risks to people (workers, residents) as well as to the infrastructure, from fire, equipment malfunction, road traffic incidents, seismic activity, hurricane, flooding and climate change, and develop a disaster risk management plan which establishes the measures to be put into place to mitigate and manage these risks.
9. Conduct a public consultation process, whereby the project, its environmental and social impacts and risks, and the proposed mitigation measures, are shared with interested and affected stakeholders, and their inputs solicited. A summary of key issues arising from this process and how these have been addressed should be annexed to the final study.
10. Conduct an assessment of public safety given the risk of incursions and armed robbery. Summary of key security recommendations.
11. Predict the potable water demand, sewage production, nature and amount of solid waste production associated with the developments both during construction and post construction.

4.5 COMMUNICATIONS OPTIONS

Objectives

- i. To determine the capacity of the communication system that is required to provide connectivity to the office equipment at the Archaeological Reserve.

Task and Activities

- a) To provide design solutions for communication system via satellite or a hybrid system. The proposed system should provide the CAR administrative buildings with stable internet connection.
- b) Provide specifications, costing and timeframe for installation along with all other related requirements

4.6 ARCHITECTURAL, ENGINEERING AND BIDDING DOCUMENTS

Objectives

- a. To prepare construction documents for the selected designs of STPII investment. Aesthetically, the designs shall be compatible with and enhance local architectural design and scale objectives of the area.
- b. To develop interior design concepts, interpretation panels and costing based upon recommendations of the feasibility study and in conjunction with Institute of Archaeology, other key tourism stakeholders, in collaboration with the lead architect.
- c. To develop a signage plan for the CAR to enhance visitor welcome, safety and orientation within the CAR: improving awareness of tourism attractions and services and management policies and regulations.

Tasks and Activities

- i. Develop presentation set schematic designs inclusive of plans, elevations and

- renderings of the project and present to the project stakeholders within a public presentation. Consistent with the theme already established for the area.
- ii. Develop interior designs, interpretation plans and display drawings in collaboration with the lead architect, NICH, IA and key tourism stakeholders, for presentation to the community within a public presentation.
 - iii. Develop a signage plan for the CAR including way-finding signs.
 - iv. Present schematic design to the project stakeholders within a public consultation.
 - v. Drawing upon the recommendations of the feasibility study and stakeholder input, finalize architectural, structural, electrical, mechanical and civil drawings that meet regulatory requirements, all specified design and operating parameters and address all potentially significant adverse environmental impacts as well as public concerns identified through the stakeholder participation process.
 - vi. Complete all engineering documents – structural, civil, electrical, mechanical – as needed
 - vii. Finalize and obtain all permits and approvals of the architectural and engineering documents from all necessary agencies – structural, electrical, environmental (with assistance of the Project Execution Unit).
 - viii. Liaise with Project Execution Unit regarding detailed materials and finishes of the development.

4.7 COST ESTIMATED OF ALL CIVIL AND ARCHITECTURAL WORKS

Objectives:

- A. To provide a detailed cost estimate for the team to assess future bidding contractors
- B. To assess the designs created and work adjustments through any necessary value engineering.

Tasks and Activities

- i. Assess industry rates for all construction to provide accurate assessment of project costs;
- ii. Provide Bill of Quantities for any specialty items required by the project – landed on site
- iii. The bidders shall note taxes that are anticipated for each pay item, such as GST and customs duties to be inclusive in all total pricing

4.8 OPERATIONAL and MAINTENANCE for STPII Investments

Objective:

- a) To provide documented guidelines, strategies and procedures for the effective management, operations, maintenance and sustainability of the investment of the STP II within the Caracol Archaeological Reserve which embrace sustainable responsible practice.

Task and Activities:

The Consultancy firm will provide recommendations for effective management and operations of the STP II investments to ensure optimized benefits from the enhanced facilities are met through appropriate and safe usage, optimal management presence, and that investments are maintained for the long term. Activities will include but are not limited to:

- i. Review of the current legislative, regulatory and policy framework for management within the CAR as it relates to management of recreational activities and facilities;
- ii. Situational Analysis and review of current management framework and practice including the identification of bottlenecks, challenges, opportunities and risks related to the effective management of recreation and tourism in the CAR.
- iii. Assessment of the current and future management (financial, operating cost, etc.) needs and institutional capacity demands required for the effective and long-term management of recreation and tourism in the CAR;
- iv. Assessment of the management and institutional capacity of the current management structure being utilized at the CAR;

- v. Provide an Operations Manual (with best management practice guidelines) for the daily operations of the STP II investments including but not limited to access, security, maintenance, utilities, safety waste management, and for this Manual to be annexed to the CAR Visitor and Site Management Plan.
- vi. Provide recommendations for a conceptual management structure responsible for oversight and administration of the (drawing from data within the feasibility study) and provide recommendations for appropriate organogram of the recommended organization to manage the investments including its staffing requirements for operations to be effective and efficient.
- vii. Provide financial management: including revenue generation strategies to support operational costs (procedure for applications and approvals, Fee Structure etc.), and also breakdown of optimal operating budget for management entity.

V. KEY DELIVERABLES

1) Baseline Studies gathering of data to be utilized in Site and Visitor Management Plan and Feasibility Report consisting but not limited to development of survey tool/s, desk review and execute pilot studies to produce Technical Report.

2) Site and Visitor Management Plan consisting of a detail plan including current and future site development utilizing one thousand acres of the CAR.

3) Feasibility Report as guided by the following framework

I. Summary

The summary should be concisely written and should present the proposed project clearly.

II Background

Brief description of the history of the proposed project including its context within the STP, how it fits with the national tourism strategy, and local sustainable urban planning vision, and its consistency with the National Sustainable Tourism Master Plan currently being developed.

III The Project Area and Need

General description of the need for enhancement of tourism facilities in Caracol Archaeological Reserve, current tourism trends and market needs, economic and social conditions of Caracol Archaeological Reserve, and expressed community and stakeholder support for the investment.

IV The Proposed Project

Objectives of the project - general development objectives and operational objectives.

Project Users and their Perspectives - the expected beneficiaries and other stakeholders of the project should be defined in addition to a market analysis: market demand projections, destination marketing and branding

The benefits that the project will bring to the beneficiaries should be realistically estimated (including economic indicators of job creation, income generation and other social impacts related to leisure, recreation and quality of life).

Project Site: provide a clear description and assessment of the project site (land tenure, market proximity, physical limitations or constraints, environmental considerations, access routes, traffic patterns, surrounding development etc.)

Project Alternatives:

Based on social, economic and environmental impact, cost and demand. Include recommendations on water, wastewater and alternative energy and communication options.

Cost Benefit Analysis for the alternative selected focusing on financial sustainability, environmental cost/benefit and social analysis. Consultant to determine methodology / scenarios for a sensitivity analysis to explore impact of varying inputs. Attention should be given to the number of beneficiaries, jobs created, economic impacts, and, in particular increase in tourist visitation, and projections made accordingly. Provide an overview of the estimated cost of the entire project and each project component, as well as cost recovery/potential for income generation and social and environmental effects to adjacent sites and the community.

Project Integration- explain how the various physical components of the project will be integrated into the existing land-use, utilities, planning for the area

Issues and Risks- Identify and assess issues and uncertainties that may pose a risk to project implementation and operation and suggest ways of minimizing such risks.

Conclusions and Recommendations

This chapter states the selected alternative and its feasibility: technically, economically and environmentally, making recommendations for sustainable project design and future management. It also discusses issues and risks associated with the implementation of the project.

Justification A summary of how the project will satisfy the desired objectives and recommendations for the most cost-effective sustainable solution to meeting these objectives. The interest of the beneficiaries of the project should be highlighted in addition to their future role.

4) Environmental and Social Impact Assessment (ESIA) to include but not limited to:

- An environmental and socio-economic baseline;
- A summary of the alternatives considered for the development and the criteria used for selection;
- An analysis of direct, indirect and cumulative environmental and social impacts (temporary or permanent) of the project investments;
- A stakeholder analysis, and a summary of public consultations and any private audience held with identified affected or interested individuals/parties, including key issues raised and how these have or will be addressed;
- An Environmental and Social Management Plan (ESMP) which includes among others:
 - MP
 - Biodiversity Management Plan
 - A Communication and Engagement Plan
 - Construction Mitigation Plans (health and safety, erosion, noise, dust, chance finds procedure etc.)
 - Monitoring Plans
 - Budget and responsibilities
 - A Disaster Risk Assessment and Management Plan;
 - References, citations etc.

The final deliverable must be consistent with the STP II Environmental Management Program. Additionally, the ESIA and ESMP should be prepared in such a way, that it may be submitted as a whole, or the appropriate sections extracted to meet with DoE requirements.

5) Communication Options – Provide detail proposal consisting of specifications, costing for system supply and installation.

6) Surveys – Final survey documents of site to be used for the development and surroundings as follows:

- Topographical Survey including drainage patterns
- Infrastructural survey including mapping of all drainage & wastewater systems

To include Approval Signature, Examiners signature, Authentication signature and Entry Number as deem necessary by MTCA.

6) Final Set of Schematic Design Drawings – Presentation images of the Project to be used for Public Consultation including Interior Design Drawings.

7) A Full Set of Standard Construction Documents – signed, stamped and approved for construction by Belize Registered Architect and Belize Registered Civil Engineer in addition to necessary municipality and government agency (architectural, structural and electrical stamp and seal) to include but not limited to:

General Site Drawings

- Site Plan (Topography at 2ft integrals) (minimum scale: 3/32")
- Landscape / Surface Material Plan (minimum scale: 3/32")
- Drainage Plan (minimum scale: 3/32")
- Electrical / Site Lighting Plan (minimum scale: 3/32")
- Plumbing / Sewer Plan (minimum scale: 3/32")
- Signage Layout Plan (minimum scale: 3/32")

Building(s) Construction Drawings (given above under Project scope)

- Architectural Plans (minimum scale: 1/4")
- Cross Sections (minimum scale: 1/4")
- Longitudinal Cross Section (minimum scale: 3/32")
- Elevations (minimum scale: 1/4")
- Foundation Plan (minimum scale: 1/4")
- Structural Details (minimum scale: 1/2")
- Electrical Plan (minimum scale: 1/4")
- Plumbing Plan (minimum scale: 1/4")
- Interior Details (minimum scale: 1/2")
- Signage Design Details (minimum scale: 1/2")

Any additional drawings deemed necessary to describe the project construction to be added to list at submission of proposal.

Minimum Scale can be expressed in metric equivalent for civil drawings only.

8) A Full Set of Specifications for materials and finishes approved by the PEU.

9) A Full Set of Bidding Documents for International Competitive Bidding under IDB procurement of works smaller contracts standard bidding documents March 2011.

10) A full Bill of Quantities for the project as designed to the specifications and standards of the MTCA and the design team inclusive of but not limited to:

- Demolition
- Buildings
- Landscaping
- Signage
- Civil works

- Additional site rehabilitation

11) Operational and Maintenance Plan for STP II investment identifying strategies, policies and procedures for the following:

1. Day-to-day Operations of site facilities, including commercial lease agreements, asset management, revenue generation security etc.
2. Visitor use management procedures;
3. Maintenance Plan
4. Social and Environmental Management Plan for operations including emergency management;
5. Monitoring Plan and survey tools for environmental/ social impacts and visitation (including but not limited to visitor number, demographics, visitor satisfaction)
6. Final Management: including revenue generation strategies to support operational costs (procedure for applications and approvals, Fee Structure etc), and also breakdown of optimal operating budget for management entity.
7. Proposed Management structure (including: organizational structure, staffing needs; recommended roles and responsibilities of staff, capacity building and training needs; recommended partnerships and coordination; oversight of operations.

PART II – TOLEDO / COROZAL / MOUNTAIN PINE RIDGE/

During the hiring process, the short-listed firms should conduct a preliminary assessment of the gaps and weaknesses of the existing feasibility studies, in order to dimension their offer. The selected firm will perform a detailed assessment of the gaps and weaknesses and proceed with the necessary corrections and adjustments to the studies. Corrections and adjustments will be made to ensure that final studies respect the same standards as those stated in “PART I” for the conduction of studies for Caracol Archaeological Reserve.

The Analysis/Assessment of the Feasibility Studies for the proposed investments under STPII, within Toledo, Corozal and the Mountain Pine Ridge, will have to take in account the following:

- a. Should be based on the principles of Pro-Poor Tourism, with special attention given to the long-term sustainability of the investments;
- b. Should follow the UN Code of Ethics for Tourism, primarily: To minimize negative impacts of tourism (Social/Environmental) and increase the positive benefits for local businesses, people and destination.

Specific Deliverables of this engagement are:

- a. Conduct an Economic Value Chain analysis of the proposed tourism investment, to determine a full range of activities needed to support the investments;
- b. Economic Analysis of Local Business Linkages (for residents, LIP's, SME's) with the proposed investment;
- c. Identifying benchmarking and performance measurement indicators for the proposed investments to support long-term M&E of the investments;
- d. Recommendations to increase economic benefits and gender equality by the investments.

VI. REPORTING ARRANGEMENTS

The consultancy firm will report directly to the IDB.

Formal requests for extensions on deliverable dates should be made in writing to the IDB outlining problems and constraints encountered, anticipated revised dates and indicating next steps.

One (1) electronic copy of the Assessment Report (Baseline Studies Report)

One (1) electronic copy of the Feasibility, Social and Environmental Assessment Report shall be submitted

One (1) electronic copy of the Site & Visitor Management Plan

Five (5) copies of the Final Design and Bidding Documents (including Technical specifications & Bill of Quantities) will be supplied to the PEU and electronic (1) copy in (AUTOCAD) format.

One (1) electronic copy of the Bill of Quantities will be provided

One (1) electronic copy of the Operational & Maintenance Manual should be submitted

VII. SUMMARY OF DELIVERABLES AND PAYMENT SCHEDULE

The entire consultancy should be completed in a period of no more than 52 weeks. The consultancy firm should concurrently work on the different elements within scope of work.

7.1 Payment and Deliverables

Payment Schedule	Deliverables	Payment (upon approval)	Latest Submission Deadline - After Contract Signature
PART ONE – CARACOL ARCHEOLOGICAL RESERVE			
1	<ul style="list-style-type: none">Acceptance of detailed Work plan	10%	Week 2
2	<ul style="list-style-type: none">Development & approval of survey toolPilot StudiesDraft Baseline Studies ReportFinal Baseline Studies Report	10%	Week 4-6 Week 6-12 Week 18 Week 22
3	<ul style="list-style-type: none">Draft Site Visitor Management PlanFinal Site Visitor Management Plan	10%	Week 26 Week 30
4	<ul style="list-style-type: none">Submission of Survey Documents (Topographical, infrastructure data)Draft Schematic DesignsFinal Schematic DesignsDraft Feasibility, Social and Environmental Assessment Report.Final Feasibility, Social and Environmental Assessment Report.	20%	Week 32 Week 34 Week 36 Week 38 Week 42
5	<ul style="list-style-type: none">Draft Construction DocumentsDraft Full set of Technical SpecificationsDraft Bill of QuantitiesFinal full set of bidding Documents	10%	Week 44 Week 44 Week 44 Week 48
6	<ul style="list-style-type: none">Draft Operational & Maintenance PlanFinal Operational & Maintenance Plan	10%	Week 50 Week 53
PART TWO – COROZAL BAY HERITAGE PLAZA; TOLEDO WELCOME PLAZA; MOUNTAIN PINE RIDGE FOREST RESERVE			
	<ul style="list-style-type: none">Detailed analysis of gaps and weaknesses of existing studies	10%	Week 3
	<ul style="list-style-type: none">Corrected/complemented studies	20%	Week 12
	TOTAL	100%	

VIII QUALIFICATIONS

8.1 Firm: 15 years of proven technical experience in similar consultancies.

8.2 Composition of the team (minimum but not limited to):

- 1) Team leader: Tourism specialist (Master's Degree), **with 15 years of general experience**, and at least 5 years of specific experience in protective area-based recreation, and in developing Site and Visitor Management Plan for protected area-based tourism and recreation.
- 2) Economic & Financial Specialist (Master's Degree) with **15 years of general experience**, and at least 5 years of specific experience in executing feasibility studies, cost benefit analysis, data analysis, financial sustainability analysis in tourism projects
- 3) Social Natural Resource Specialist (Master's Degree) with experience in developing protected areas and environment management
- 4) Architect (licensed), preferably with experience in project designing, administration and planning in protected areas
- 5) Civil Engineer (licensed) with experience in utilizing green technologies or sustainable construction best practices.

IX. RESPONSIBILITY

9.1 The consultant: The consultancy firm will be responsible for all costs associated with the consultancy including but not limited to research and data collection, travel, accommodations, and per diems, equipment, permits/licensing, local taxes, and administrative materials, engineering costs, Central Building Authority fees and approvals as required.

9.2 Consultation with National Institute of Culture & Heritage (NICH) and Institute of Archaeology (IA): The consultant will seek ongoing dialogue and consultations with the IA throughout the consultancy and liaise with IA and MTCA regarding selection of project finishing and materials for all works. The STP II team will provide assistance where necessary to expedite the process of obtaining permits/licensing and approval of documents and plans as dictated by the laws of Belize, as well as facilitating the coordination of meetings with IA, DOE, NICH and other stakeholders.

The selected firm will not be permitted to substitute key staff established within the proposal unless both parties agree that changes are critical to meet the objectives of the assignment.

PROCUREMENT PLAN FOR IDB-EXECUTED OPERATIONS														
Country: Belize							Executing Agency: IDB				UDR: CID/CBL			
Project number: BL-T1106					Project name: Reinforcing the Sustainability of the Sustainable Tourism Program Investments									
Period covered by the Plan: [18 months]					Total Project Amount: \$ 200,000									
Component	Procurement Type (1) (2)	Service type (1) (2)	Description	Estimated contract cost (US\$)	Selection Method (2)	Type of Contract	Source of Financing and Percentage				Estimated date of the procurement notice	Estimated contract start date	Estimated contract length	Comments
							IDB/MIF		Other External Donor					
							Amount	%	Amount	%				
Component 1	A. Consulting services	Consulting Firm (GN-2765)	Feasibility studies	\$ 200,000	SCS	Lump Sum	\$ 200,000	100%	\$ -	0%	30-Jan-18	15-Mar-18	18 months	
Prepared by:			TOTALS	\$ 200,000			\$ 200,000	100%	\$ -	0%				
(1) Grouping together of similar procurement is recommended, such as publications, travel, etc. If there are a number of similar individual contracts to be executed at different times, they can be grouped together under a single heading with an explanation in the comments column indicating the average individual amount and the period during which the contract would be executed. For example: an export promotion project that includes travel to participate in fairs would have an item called "airfare for fairs", an estimated total value od US\$5,000, and an explanation in the Comments column: "This is for approximately four different airfares to participate in fairs in the region in years X and X1".														
(2) (i) Individual consultants: ICQ: Individual Consultant Selection Based on Qualifications; SSS: Single Source Selection. Selection process to be done in accordance with AM-650.														
(2) (ii) Consulting firms: Per GN-2765-1, Consulting Firm selection methods for Bank-executed Operations are: Single Source Selection (SSS); Simplified Competitive Selection (<=250K) (SCS); Fully Competitive (>250K) (FCS); and Framework Agreement Task Order (TO). All Consulting Firm selection processes under this policy must use the electronic module in Convergence.														
(2) (iii) Goods: Per GN-2765-1, par. A.2.2.c: "The procurement of goods and related services, except when such goods and related services are necessary to achieve the objectives of the Bank-executed Operational Work and are included in the consulting services contract and represent less than ten percent (10%) of the consulting services contract value."														