



*pour une planète vivante**

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TERMS OF REFERENCE

Project : MedTrends – Future Trends in the Mediterranean Sea

Subject : Illustrating the most probable integrated scenario of marine economic growth in the Mediterranean European countries over the next 20 years and assessing potential consequences on Good Environmental Status objectives set under the Marine Strategy Framework Directive.

Type of contract : Consultancy from September 2014 to May 2015

Reference: *IM-MED14-08 MEDTRENDS – AO1*

Supervision: WWF office in Marseilles

1. Background

The Mediterranean Sea is a unique ecosystem, one of the most dynamic and sensitive on the planet, but it is also one of the most threatened. Depleted fish stocks, endangered species and habitats, as well as pollution problems are just some of the many threats facing the Mediterranean Sea. Unfortunately, we know that many of these challenges will be compounded by the effects of climate change – causing increasing threat to sensitive habitats and ecosystems in the coming years. To add to existing problems, there is now an increasing competition for the use of the sea. Oil and gas, energy cables and pipelines are being projected at many places on the sea floor while shipping routes, boat traffic, fisheries, tourism and other human activities may already be affecting the same areas. More and new competing interests are anticipated in the near or longer term future, including military and security needs, a growing aquaculture industry, wind and wave power generation, energy transmission lines, submarine communication cables, as well as sand and gravel extraction, all combined with a commitment of 10 % of MPAs from the Mediterranean countries (CBD).

Current planning and management approaches are not only insufficient when it comes to dealing with existing threats and challenges facing the region, they are often completely inadequate when it comes to addressing and anticipating future threats and challenges. In many countries, marine policy as well as marine legislation has been developed over the years in an ad hoc and fragmented way, with each sector being addressed individually, sometimes in response to a major emergency or a new demand. This has created a patchwork of marine-related legislations that is now proving insufficient to deal with the increasingly

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complex problems that face the Mediterranean Sea and its many users. Many countries are now feeling the need to review their present array of policies and legislations to ensure a better coordination and integration.

Summary of the issue:

The MedTrends project, inspired from the 2010 WWF report "Future trends in the Baltic Sea"¹ was approved by Programme Med 2007-2013 on April 9 2014 and will last 12 months (up to the end of May 2015). With the support of the European Regional Development Fund, the project "will illustrate and will map the most likely integrated scenario of marine economic growth at a transnational level in Med-EU countries for the next 20 years".

To reach this purpose, the project partners will need to gather data in the Mediterranean from all the concerned regional, national, and international organizations and develop GIS maps of the current status and future trends of the main economic sectors in order to highlight potentially conflicting uses that may hinder the achievement of Good Environmental Status (GES) of EU marine waters, the main goal of the EU Marine Strategy Framework Directive, to be achieved by 2020. The potential conflicts of human activities at sea will also be put into the perspective of the 10% Marine Protected Areas target set for the Mediterranean.

Project area

The MedTrends project covers the whole EU part of the Mediterranean Sea (8 countries) plus non-EU countries of the Adriatic Sea. Altogether, 5 partners are working on this project and have a responsibility over a sub-area of the project area:

- WWF-France: regional level (8 Mediterranean EU countries) and French national level
- WWF-Greece: Greek national waters and Cyprus national waters, including EEZ
- WWF-Spain: Spanish national waters, including EEZ
- WWF-MedPO: Italy national waters, including Ecological protection zone, and Adriatic Sea
- Nature Trust Malta: Maltese national waters.

Each partner works with a GIS expert.

The specific geographical area for the present consultancy (hereinafter referred to as the project area) will cover 2 scales:

- The regional level, meaning the whole EU part of the Mediterranean (8 countries) plus non-EU countries of the Adriatic Sea.
- The French national level, meaning the Mediterranean marine waters under French jurisdiction, including the Exclusive Economic Zone.

2. Overall goal of the consultancy

The objective of the consultancy is to illustrate the current status and the most significant trends and growth indicators for selected economics sectors/uses in the project area. Potential sectors/uses may include the following*:

¹ <http://wwf.panda.org/?194764/Future-trends-in-the-Baltic-Sea>

- Existing and future Marine Protected Areas
- Offshore wind energy
- Oil and gas
- Maritime transport
- Tourism
- Sand and gravel extraction and dredging
- Commercial fisheries
- Aquaculture
- Pollution
- Agricultural runoff
- Military areas
- Anthropogenic coastal developments (% of artificial coastline)

**The list is provisional as a final list of sectors hasn't been produced yet. However it won't vary greatly from the above.*

In particular, the consultant will:

- Collect relevant data
- Define the overall methodology of the project
- Organise and analyse data on existing and future trends of the main marine economic sectors and uses in the project area and will produce GIS maps for each of the selected sectors both at national and regional level and at current and future scenarios. This may include modelling for some sectors. Each sector will be analysed individually for each of the two scales of the project area (the regional level and the French national level) and then cumulative sector/uses maps will be produced.
- Coordinate the work of the 4 other GIS experts, to ensure consistency of GIS work throughout the project
- Write the regional level and the French national level reports

3. Activities of the consultancy

The consultancy clearly requires two different fields of expertise: 1/ Data collection, modelling, analysis and report writing skills in relation to marine spatial planning issues; 2/ GIS and mapping expertise. However, both expertises will need to work in a very interrelated manner along the project.

The following activities are foreseen:

- A. Data collection, modelling, analysis and report writing skills in relation to marine spatial planning issues.

All the activities described further will be implemented **in close coordination** with the WWF team.

1. The consultant shall actively contribute to the data gathering phase. Based on his/her knowledge of the project area and the key stakeholders, he/she will contribute to the search for relevant data and to formulate requests to the relevant authorities/institutions that might be able to provide further useful information for the project. To facilitate this work, WWF will produce a preliminary document to identify relevant sectors and stakeholders. The preliminary document will also identify sources of information, including leading experts that could/should be contacted, for each sector and country. The consultant will check the availability and the quality of the data, their geographical coverage, their compatibility with the WWF web-based GIS system.

On that basis, the consultant will select the best indicators/descriptors for each sector / use and the project in general.

2. The consultant will define the overall methodology of the project and implement it. This includes in particular:
 - The selection of the best indicators / descriptors for each sector / use and the project in general.
 - The modelling of future trends when prospective data are not directly available. Only one prospective scenario will be used, that is the “business as usual” scenario for each sector.
 - Definition of the level and method of analysis necessary to reach relevant conclusions for the project, including assessing impacts of marine economic growth on GES objectives and 10% MPA network objective.
 - To facilitate this work, WWF will produce a document “Elements of methodology”.
3. The consultant will produce data analysis that will characterize economic sectors impact on the marine environment, will identify current or potential use conflicts according to the prospective scenario, will check whether these activities and their development are likely to meet the Good Environmental Status objective set by MSFD and the 10% MPA objective set by the CBD.
4. In close coordination with the GIS expert, the consultant will ensure a good representation of these analyses in the maps produced in the project.
5. The consultant will produce a report in English for the regional scale and in French for the French national scale. He will contribute to elaborating recommendations and conclusions for the project in close collaboration with the WWF team.
6. The consultant may be required to participate to regional coordination meetings.

B. GIS and mapping

1. The GIS expert will develop a common GIS methodology to be used by the 5 GIS experts. To facilitate this work, WWF will produce a preliminary document on GIS methodology and coordination for the project.
2. The GIS expert will develop a computerised GIS (using GLOBIL, the WWF in-house ESRI powered cloud-based GIS tool) including:
 - Baseline data
 - Prospective data.

The consultant will check the availability and the quality of the data, their geographical coverage, and their compatibility with the WWF web-based GIS system.

The data should be reliable, verifiable, updated and accompanied by appropriate “meta data” (information on the methodology used to collect the data, limitations of the data, etc.).

3. The consultant will collect the data and will store them in a readily accessible online server or platform that will be provided by the project. He/she will be responsible for metadata organisation. He/she might be required to perform data analysis through GIS modelling tools to elaborate trends or to identify potential conflicts if required by the project.
4. As regards the regional level of work, the GIS expert will have to work closely with the 4 national GIS experts. He/she will have to coordinate their work, which includes providing precise guidelines and templates.
5. The GIS expert will produce two sets of maps:
 - One for the regional level, that is the whole EU part of the Mediterranean (8 countries) plus the Adriatic non-EU countries;
 - One for the French national level, that is the Mediterranean marine waters under French jurisdiction, including the EEZ.

On their side, the national GIS experts will be responsible to provide the necessary shapefiles and data to the regional coordinator in order to produce regional maps.

4. Deliverables

The final outputs of the consultancy will be the following:

Deliverable 1: A short methodological guideline, on items described in chapter 3.A.2.

It should clearly take in account the two scales of the project.

Format of deliverable: Word document, English language

Estimated deadline: 15 October 2014

Only upon agreement of both parties on the methodology can the consultant carry on with the work.

Deliverable 2: A common GIS guideline to be used by the 5 GIS experts of the project.

Format of deliverable: Word document, English language

Estimated deadline: 15 October 2014

Deliverable 3: A complete list of the data collected for the project

Format of deliverable: Excel file, English language

Estimated deadline: 30 November 2014

Deliverable 4: An operational regional Geographical Information System including data on the different sectors of the study and other relevant data, organised in a geodatabase, ready to perform modelling and analysis.

Format of deliverable: GIS system, English language

Estimated deadline: 15 December, 2014

Deliverable 5: Set of maps for the French national level

The set should include: the current status of each of the selected economic sectors, the trends for each sector, other analyses carried out (if applicable) and the cumulative map including all sectors.

Format of deliverable: web-based GIS system, ESRI files, image files (JPEG, TIFF)

Language: French

Estimated number of maps: 50

Estimated deadline: 31 January, 2015

Deliverable 6: Set of maps for the regional level

The set should include: the current status of each of the selected economic sectors, the trends for each sector and the analyses defined in the methodological guideline.

Format of deliverable: web-based GIS system, ESRI files, image files (JPEG, TIFF)

Language: English

Estimated number of maps: 50

Estimated deadline: 15 February 2015

Deliverable 7: Regional level report

To facilitate work, WWF will propose a draft table of contents for the report. Each report will include all the maps produced.

Format of deliverable: Word.

Estimated size: maximum 100 pages

Language: English

Estimated deadline: 15 March 2015 for the version to be revised by WWF

15 May 2015 for the final version

Deliverable 8: France Mediterranean sea report

To facilitate work, WWF will propose a draft table of contents for the report. Each report will include all the maps produced.

Format of deliverable: Word.

Estimated size: maximum 100 pages

*Language: **French***

To facilitate work, WWF will propose a draft table of contents for the report. Each report will include all the maps produced.

*Estimated deadline: 15 April 2015 for the version to be revised by WWF
15 May 2015 for the final version*

Each deliverable will be revised and approved by the WWF-France team.

5. Languages

We underline that both English and French language are expected to be widely used in this consultancy. Fluency in oral and written French and English is mandatory.

Exchanges with the WWF-France team is expected to happen in French.

Coordination with the other project partners is expected to happen in English.

Deliverables 1,2,3,4,5,6,7 will be provided in English.

Deliverable 8 will be provided in French.

6. Timeframe

The expected start of the consultancy will be from 29 September 2014. The consultancy should be completed at the latest on 31 May 2015.

Given the project characteristics, the consultancy can be organised in different discontinuous steps.

7. Required qualifications

The following skills and qualifications are essential:

- a. **First area of expertise: Data collection, modelling, analysis and writing skills in relation to marine spatial planning issues**
 - Good knowledge of the Mediterranean marine environment, marine spatial planning issues and data sources;
 - Modelling skills
 - Marine spatial planning analysis skills
 - Synthesis and report writing skills
 - Fluency in oral and written **French** and English

b. Second area of expertise: GIS and mapping

- Demonstrated GIS education and professional background including both ArcGIS. Knowledge of cloud-based ArcGIS will be a plus.
- Demonstrated previous GIS experience in the project area
- Previous experience in similar sector mapping projects
- Fluency in oral and written **French** and English
- Experience in coordinating several partners appreciated

8. Documents available on request

- MedTrends brochure
- Elements of methodology
- “Future Trends for the Baltic Sea” report
- Proposed report structure

9. Work execution conditions

1. Tender presentation

The candidates have to send a proposal with the following elements **in electronic version**:

- A technical offer including:
 - o CV (s) of the expert(s) and references, especially in the Mediterranean (in English and French)
 - o The proposed approach to the project implementation
 - o The implementation schedule
- A financial offer in euros. The budget should give details of consultancy days by category as well as daily rates, together with other costs (administrative and travel costs). **It should include VAT.**

2. Budget

Maximum €50 000 inclusive of all taxes (including VAT).

In addition to the fees, this budget includes travel and administrative costs (telecommunications, secretariat...). If the participation of the consultant to a Steering Committee or an Advisory Committee of the project is required, WWF will pay separately for that expense.

This budget does not include:

- graphical formatting fees of produced documents or printing of documents.
- access rights to WWF web-based GIS, data storage capacity and GIS license.

These will be provided by WWF.

3. Duration of the offer

Proposals shall remain valid for two months after the date of proposal submission prescribed below.

4. Submission of proposals:

Offer comprising technical and financial proposals must be mailed to Catherine Piante (cpiante@wwf.fr) and Denis Ody (dody@wwf.fr) at the latest on **September 15, 2014, 5:00pm**.

Reference: *1M-MED14-08 MEDTRENDS – AO1*

5. Evaluation of offers

A two-stage procedure is utilized in evaluating the proposals, with evaluation of the technical proposal being completed prior to any price proposal being compared. The price proposal is considered only for submissions that passed the minimum technical score of 40 of the obtainable score of 80 points in the evaluation of the technical proposals.

The technical proposal is evaluated on the basis of its responsiveness to the Terms of Reference (TOR) and in accordance with the following technical evaluation criteria. Technical evaluation will be scored on the following points system.

The proposed approach to the project implementation	40
Relevant experience	20
Qualifications of key consultants	20

After this stage, the price proposal will be considered for the selection of the final candidate.

6. Notes on cancelling the current tender

The current offer may be canceled under the following conditions:

- Competitiveness is not adequate;
- No offers meet the requirements ;
- Received offers significantly overreach the proposed budget.

7. Schedule of payments:

The fee will be payable to the consultant in 3 instalments as following:

- 20% of corresponding fees at the signature of the contract
- 40% of corresponding fees upon reception of deliverables 1,2,3,4
- 40% of corresponding fees upon reception and approval of deliverables 5,6,7,8.

8. *Contacts*

For all complementary information please contact:

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