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Terms of Reference

for

Conducting a Rapid Environmental Assessment and Training in Mozambique after Cyclones Idai and Kenneth

1. Background

In 2019, Mozambique was hit by two cyclones, an unprecedented occurrence in living memory. The United Nations characterized **Cyclone Idai** in March as potentially the worst disaster ever to strike the southern hemisphere. Then on 25 April, **Cyclone Kenneth** made landfall in Mozambique with wind gusts of up to 220km/h, the strongest cyclone to ever hit the African continent.¹

Cyclone Idai: The weather system that became Cyclone Idai originated with a low-pressure system off the coast of Mozambique near Quelimane on 4 March 2019. The system traveled north and then west to southern Malawi during early March. It then moved east into the Mozambique Channel, where it strengthened to the level of an official Tropical Cyclone. Mid-channel, Cyclone Idai turned and headed west, making landfall in central Mozambique near Beira on 14 March and passing over Harare on 16 March. The storm had winds estimated to be over 118 km/hour at landfall, with an estimated 4.4-meter storm surge on the coast near Beira. The human death toll from Cyclone Idai in Mozambique was over 600 with close to 1,600 people injured and 1.5 million people affected. Reported wind damage included removal of roofs, collapsed walls, and damage to power and telecommunication systems. 240,000 houses were partially or totally destroyed. High winds damaged trees including 2,500 ha of mangrove near Beira (Post Disaster Needs Assessment (PDNA))². Extensive flooding displaced many people; as of the end of April, 400,000 had been displaced, of which 160,927 were sheltering in temporary accommodation centers. Flooding damaged roads and bridges, and destroyed crops: an estimated 715,378 hectares of cultivated land were flooded (PDNA). An outbreak of cholera occurred in Mozambique with 1,000 cases (Associated Press, April 1, 2019.) In addition to Mozambique, the storm system caused heavy rainfall in eastern Zimbabwe and over a large area of southern Malawi, where it also led to flooding, the loss of lives and damage to infrastructure, crops and food supplies.

Cyclone Kenneth: Tropical Cyclone Kenneth passed north of the Comoros Islands and made landfall in northern Mozambique on 25 April in Cabo Delgado province. Quissanga, Macomia and Ibo districts were hardest-hit. At least 45 deaths were reported (Instituto Nacional de Gestao de Calamidades). 27,000 houses were either partially destroyed or totally destroyed (PDNA), and

¹ <https://www.unocha.org/southern-and-eastern-africa-rosea/cyclones-idai-and-kenneth>

² <https://www.humanitarianresponse.info/en/operations/mozambique/document/mozambique-cyclone-idai-pdna>

there were 149 reported cholera cases in Cabo Delgado. Cyclone Kenneth made landfall at the end of the rainy season, when river levels were already high, increasing the risk of river flooding. Food insecurity is a major concern: at least 55,351 hectares of crops were affected by the cyclone, and about 10,000 fishermen lost their fishing boats and/or fishing equipment. People are unlikely to be able to procure seeds to replant in time for the next growing season. About 68,330 people (13,666 households) are being targeted for resettlement, according to the Government. Humanitarian response capacity and budgets in Mozambique were greatly stretched dealing with two emergencies in rapid succession.³

A donor conference was held on 31 May-1 June 2019 at which the PDNA was presented to donors and pledges totaling US\$1.2 billion were made for recovery and reconstruction support (out of total estimated recovery costs of \$3.2 billion for both cyclones). There was a very strong focus at the conference on the need for resilient recovery. As the focus shifts from short-term relief toward planning for recovery and reconstruction, the rebuilding efforts that follow represent a significant and important opportunity to restore communities in a more resilient way in order to reduce the risk and impact of future extreme events. The next few years offer a critical window of opportunity to ensure that environmental sustainability is a key contributor to building back with greater resilience in the face of multiple risks. This will involve promotion of environmentally sound practices to avoid undermining the natural resource base on which many rural communities depend, as well as the natural systems that provide water supplies and protection from extreme weather events. There may also be opportunities to restore degraded natural systems so that they can again provide services for people. These practices need to be adopted by the major sectors undertaking recovery and reconstruction, including planning, housing, infrastructure, agriculture, forestry, fisheries and finance.

In addition to environmental aspects, recovery and reconstruction need to take climate change into account. Mozambique is recognized as being highly vulnerable to climate change: projections indicate an increase of mean annual temperatures by 1.5°C to 3°C by 2046-2065, with greater increases in the interior. Past and projected rainfall changes suggest a delayed start in the rainy season, already recorded up to 45 days later in 2005 than in 1960 in northern regions; and an increase in length of dry spells. The number of most intense tropical cyclones (category 4 and 5) is expected to increase globally. Future sea level rise will exacerbate the impact of storm surge on coastal regions in Mozambique.⁴ Adapting to these changing conditions is essential for the continued wellbeing of Mozambique's people, economy and natural systems, in order to avoid losing development gains of the last few decades. Post-disaster recovery and reconstruction offers an opportunity to review current and future climate vulnerabilities, and incorporate climate adaptation measures in recovery and reconstruction in order to increase resilience.

A key part of facilitating rebuilding safer using a green recovery approach is the post-disaster rapid environmental assessment (REA) which can be used to guide and inform responsible recovery and reconstruction. An REA identifies, defines and prioritizes potential environmental impacts and opportunities in disaster situations. A simple, consensus-based qualitative assessment process involving both communities and organizations, including narratives and rating tables, is used to

³ <https://www.unocha.org/southern-and-eastern-africa-rosea/cyclones-idai-and-kenneth>

⁴ <https://www.climatelinks.org/resources/impact-climate-change-select-value-chains-mozambique;>
https://library.wmo.int/doc_num.php?explnum_id=6259

identify and rank environmental issues and follow-up actions during and after a disaster. An REA was undertaken in Mozambique after Cyclone Jokwe in 2008 (it specifically identified the risk to mangroves from harvesting of construction materials). The most recent international guidance on REAs is *Guidelines for Rapid Environmental Impact Assessment in Disasters v. 5 - 2018*⁵. Thus, WWF wishes to engage the service of a consultant(s) to undertake a Rapid Environmental Assessment and capacity building in Mozambique following Cyclones Idai and Kenneth.

2. Objective(s) of the Consultancy

The overall objective of the assignment is to identify critical risks and opportunities related to the environment during recovery and reconstruction after Cyclones Idai and Kenneth, and build capacity in priority sectors at different levels for employing environmentally sound measures during the recovery process.

Specific objectives are:

- To improve outcomes of recovery and reconstruction by undertaking a rapid environmental assessment to identify in greater detail major environmental risks as a result of the cyclones including during recovery and reconstruction, and make specific recommendations⁶ on ways to avoid or mitigate environmental impacts and restore natural systems to build resilience in the future
- To support local institutional capacity for green recovery and reconstruction by producing environmental training and outreach materials in English and Portuguese for use by key sectors and stakeholders
- To build resilience to future hazards by providing training to major groups of influential stakeholders to promote environmentally sound and climate-smart practices during recovery and reconstruction.

3. Scope of Work and Methodology

3.1 Rapid Environmental Assessment (REA)

The REA will identify major environmental risks as a result of the cyclones including potential impacts during recovery and reconstruction. It will build on environmental information in the PDNA and other relevant assessments, and collaborate with any other ongoing assessments (such as a planned lumber sourcing assessment, and possible support on tourism recovery by the World Travel and Tourism Council). It will provide sufficient information to enable strategic prioritization of sectors and issues that are likely to have the greatest potential adverse environmental impacts, and will identify collaborative, common-sense solutions to key challenges. It will examine not only ways to avoid or mitigate negative environmental impacts, but also identify ways to reduce past environmental problems, restore ecosystems and natural resources and promote climate-smart approaches in order to build resilience to future disasters.

⁵ <https://reliefweb.int/report/world/guidelines-rapid-environmental-impact-assessment-disasters-version-5-2018>

⁶ They will include recommendations that can be adopted by each sector, and will cover short-, medium- and long-term recovery, and future disaster risk reduction.

The REA will follow relevant methodology in the *Guidelines for Rapid Environmental Impact Assessment in Disasters v. 5*, though some of the categories of issues outlined below are different from those in the *Guidelines*. From a rapid review of priority needs for the REA conducted through meetings during May and June 2019, the following issues have been identified for inclusion in the REA (however, if the REA team identifies other significant issues during the course of its work they can also be included if feasible):

(a) Resilience/vulnerability of natural systems and impacts on people

Where feasible in the time available, the consultant will rapidly review the effectiveness of ecosystem services in reducing cyclone impacts and impacts on people, and make recommendations for restoration of ecosystems in specific places where these have been degraded or destroyed, where they could contribute to DRR in the future. Particular focus to be placed on:

- Coastal protection – effectiveness of mangroves, coral reefs, sea grass beds and dunes (and any impacts in places where these had been destroyed or depleted)
- Protection from erosion and landslides on steep slopes – effectiveness of forest cover (and impacts on lives, water supplies etc. in places where vegetation was cleared for agriculture/settlement – e.g. in parts of Cabo Delgado and Manica)
- Natural flood infrastructure – healthy catchments protecting downstream developments (and impacts such as salinization and contamination of water supplies)
- Increased human-wildlife conflict (e.g. buffalo in Zambezi Delta)

(b) Direct impacts of the cyclones on biodiversity and conservation areas

The consultant will:

- Briefly review available information on biodiversity impacts of the cyclones, including impacts on natural resources and species, and recovery/restoration recommendations⁷
- Building on PDNA information on conservation areas, briefly review recovery and reconstruction needs in conservation areas and ways to promote and demonstrate green practices, with a particular focus on Quirimbas, Marromeu and Chimanmani (information may be exchanged with Gorongosa but it will not be a major focus).

(c) Unmet basic human needs

The consultant will identify disaster related environmental factors which may have an immediate impact the livelihood of affected natural resource dependent communities (such as destruction of mangroves or fisheries). The consultant will also identify unmet needs of survivors that may be leading to adverse impacts on the environment/natural resources, and examine ways to alleviate unsustainable pressures as soon as possible, making specific recommendations to promote better environmental practices during recovery for increased

⁷ note that tourism operators have information on coral damage; PDNA covered rapid mangrove assessment

resilience. The consultant will identify potential partners who can implement such recovery activities.

(d) Risk of negative environmental consequences of recovery and reconstruction activities

The consultant will identify potential problems of recovery and reconstruction activities and recommend ways to avoid them (identify ways to build back greener). This will involve reviewing impacts across the major sectors involved in recovery and reconstruction.

(e) Rapid study on environmental impacts of building materials and production of guide

The consultant will undertake a short study to identify the main building materials likely to be used during reconstruction, and assess their environmental impacts, for both buildings and infrastructure such as roads and bridges. Alternative building materials will also be identified and compared for impacts. This review will follow the methodology developed by WWF and partners to produce *Building Material Selection and Use: An environmental guide*⁸. (Note that there is also a country-specific guide produced by WWF after the Nepal earthquake⁹ with an almost identical title to the global guide, which may be useful for reference). The study will be undertaken with specialist building materials engineering or architectural expertise from Mozambique. WWF will provide guidance to the Mozambique specialist(s) provided by the consultant on the methodology that was developed for the global study referenced above. The study should be done in close consultation with the Shelter Cluster which is planning an assessment on sourcing of building materials for reconstruction; we foresee that the sourcing assessment and the environmental study will be complementary.

(f) Cross-cutting issues – climate change, gender and governance

The consultant(s) will ensure that climate change is integrated throughout the REA as appropriate, and will feature strongly in the recommendations. The consultant(s) will identify specific issues related to the environment that are affecting women and men differently as a result of the cyclones and make recommendations to address these gender issues. And the consultant(s) will identify governance issues related to management and use of natural resources and ecosystems as a result of the cyclones, and make recommendations where needed to address them.

The main focus of the REA will be on natural resources and ecosystem services; it will not look in detail at pollution, and will not cover specialized environmental issues such as asbestos which is being covered by specialists in this field. Efforts should, however, be made to inform/consult with others on these issues/assessments to the extent possible and practical. The REA will focus mainly on the following geographical areas:

- Cabo Delgado Province - Quirimbas National Park including marine and terrestrial areas
- Zambezia and Sofala Provinces - marine and terrestrial areas with a focus on rural coastal areas and the Zambezi Delta

⁸ <http://envirodm.org/post/materialguide>

⁹ <http://envirodm.org/post/building-material-selection-and-use-an-environmental-guide>

- Manica Province - Chimanimani National Park and surrounding areas

The consultant(s) will review available relevant materials for the REA including the following:

- *Post Disaster Needs Assessment*: <https://www.humanitarianresponse.info/en/operations/mozambique/document/mozambique-cyclone-idai-pdna>
- *Green Recovery and Reconstruction Toolkit*: www.envirodm.org
- *Natural and Nature-Based Flood Management: The Green Guide*: www.envirodm.org
- *Building Material Selection and Use: An environmental guide*: www.envirodm.org
- Estrat gia Nacional e Plano de Accao para a Gestao do Mangal em Mocambique 2018-2023
- Assessment with Dondo fishermen by IUCN and RARE
- Post-cyclone humanitarian status reports
- *National Strategy and Action Plan of Biological Diversity of Mozambique (2015-2035)*
- Relevant national development strategies and plans including draft National Territorial Development Plan
- UN Human Development Reports for Mozambique
- Sectoral legislation relevant for recovery and reconstructions
- Other background materials on environment, conservation areas and development in Mozambique

The consultant(s) is expected to propose appropriate and reliable tools for data collection. The following, not exhaustive, list of organizations will be consulted during the course of the REA: MITADER/DINOTER., Ministry of Fisheries, National Institute of Fisheries Research, National Administration of Conservation Areas, Provincial and district governments, Multi-stakeholder Platforms in Cabo Delgado, northern Sofala, Chimanimani (Sussendenga), Community based organizations (sampled), Humanitarian sector including key Clusters (such as Shelter, Early Recovery, Camps, WASH, Food Security), Mangrove Task Force/Universidade Eduardo Mondlane, Private sector (coutada operators, coastal tourism operators, others), World Bank, USAID, European Union, DfID, UN Habitat, UNDP – Early Recovery, international and Mozambican environmental NGOs.

3.2 Guidance and outreach for sectors most likely to influence impacts on the environment during recovery and reconstruction

The consultant(s) will identify specific key audiences for the messages and recommendations from the REA, and the most appropriate means to reach them. The consultant(s) will produce key guidance and training materials for the major audiences, which will be translated into Portuguese (note that WWF will fund and manage the translation separately from the main consultancy). As appropriate these documents should draw on key modules of the *Green Reconstruction and Recovery Toolkit* (GRRT) and *Natural and Nature-Based Flood Management: The Green Guide*. (Note that this consultancy does not cover production of materials such as radio materials for local communities, but it should indicate the best ways to reach communities with relevant environmental messages). Outreach materials will include an environmental guide on building materials for Mozambique similar in format to the global guide previously produced by WWF.

3.3 Green recovery and reconstruction training

The consultant(s) will design capacity building/training activities using major findings from the REA. Key target audiences will be identified across the sectors and players involved in recovery and reconstruction that may impact the environment in this process. These are likely to include influential, national level policy-makers and government agency staff, national and international humanitarian organizations, selected humanitarian clusters, provincial and district government officers, local NGOs and community-based organizations. The capacity building will cover sectors such as environment, agriculture and food security, shelter and housing, camps and resettlement, infrastructure, energy, water, forestry, fisheries and tourism. It will be adapted to each type of audience, and will provide knowledge and tools to the different sectors on how to do recovery and reconstruction that is environmentally sound. It will incorporate climate change, covering building back for increased resilience. An initial training in green recovery and reconstruction will be provided to WWF Mozambique staff and environmental partners. Training is likely to take the form of workshops but where possible, it should include field visits and be as practical as possible. It may be possible to add GRR training on to other events such as sectoral training events. Short briefing meetings will be held for high-level officials. WWF foresees six training workshops, in Maputo, Sofala/Zambezia/Manica and Cabo Delgado.

4. Deliverables/Expected Outputs

The consultant(s) will provide the following deliverables and outputs:

| Deliverable/output | Indicative Time from start of consultancy |
|--|---|
| REA | |
| Draft REA report (in English) | 11 weeks |
| REA workshop in Maputo for policy makers | 12 weeks |
| Final REA report (in English) | 20 weeks |
| Outreach and training materials | |
| Draft GRR training modules adapted for Mozambique (in English) | 15 weeks |
| At least 4 briefing sheets for different sectors (in English) | 15 weeks |
| Draft building materials environmental guide (in English) | 7 weeks |
| Final building materials environmental guide (in English) | 9 weeks |
| Printed building materials environmental guide (in Portuguese) | |
| Capacity building sessions | |
| 6 training workshops/meetings in Maputo and other provinces for different groups of stakeholders | 19 weeks |
| Report on each training session including list of participants and training materials | 20 weeks |
| General | |
| Initial work plan | 2 weeks |
| Revised work plan | 3 weeks |
| All photographs, data and materials collected during the consultancy | 22 weeks |
| Final financial report | 22 weeks |

Ultimately, the consultant will produce an REA report with the results of the assessment. It will include a series of recommendations, geared towards key target audiences. They will include recommendations that can be adopted by each sector, and will cover short-, medium- and long-term recovery, and future disaster risk reduction. Recommendations should include policy/regulatory changes if needed. The recommendations should be as specific as possible, covering ‘what’ should be done as well as ‘how’ to do it and ‘who’ the most relevant actors/partners are. They should be practicable, and cover different levels of operation. It is foreseen that some of these recommendations will be included in the Disaster Recovery Framework which will be produced later this year by the same teams that developed the PDNA. Many of the recommendations will form an important part of the green recovery training program that will follow the REA. Where the team sees a need for further specialized studies, these should be detailed in the recommendations. The REA report will use the following outline, and include photographs, maps etc as relevant:

- Executive summary
- Introduction, background, objectives
- Methodology
- Findings - with a section on each of the main categories of the assessment
- Recommendations and who should implement them
- References
- Annexes – including survey instruments

5. Duration and Timing

The assignment is expected to take no more than 22 weeks or 5.5 months from the time the Contract is signed. The tentative schedule is as follows:

| Activity | Weeks | | | | | | | | | | | | | | | | | | | |
|--|-------|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| REA | | | | | | | | | | | | | | | | | | | | |
| Review of literature and available information | ■ | ■ | | | | | | | | | | | | | | | | | | |
| Preparation of field survey instruments | ■ | ■ | | | | | | | | | | | | | | | | | | |
| Development of detailed work plan; presentation to Advisory Committee and key decision makers | ■ | ■ | | | | | | | | | | | | | | | | | | |
| Revision of work plan based on Advisory Committee feedback | | | ■ | | | | | | | | | | | | | | | | | |
| Training of REA field team in methodology to be used | | | ■ | ■ | | | | | | | | | | | | | | | | |
| REA meetings, surveys and interviews in Maputo and provinces | | | | | ■ | ■ | ■ | ■ | ■ | ■ | | | | | | | | | | |
| Results analysis, drafting of REA report; presentation to Advisory Committee | | | | | ■ | ■ | ■ | ■ | ■ | ■ | ■ | | | | | | | | | |
| REA workshop for policy makers in Maputo | | | | | | | | | | | | ■ | | | | | | | | |
| Building materials study | | | | | ■ | ■ | | | | | | | | | | | | | | |
| Production of building materials environmental guide in English and Portuguese; Portuguese version printed (WWF to manage translation) | | | | | | | | ■ | ■ | ■ | ■ | ■ | ■ | | ■ | ■ | ■ | | | |
| Final REA report based on all feedback | | | | | | | | | | | | | | | | | | ■ | ■ | ■ |
| Outreach and training materials | | | | | | | | | | | | | | | | | | | | |
| Draft GRR training modules adapted for Mozambique (in English) | | | | | | | | | | | | | | | ■ | ■ | | | | |
| At least 4 briefing sheets for different sectors (in English) | | | | | | | | | | | | | | | ■ | ■ | ■ | | | |
| Translation of materials (to be managed by WWF) | | | | | | | | | | | | | ■ | ■ | ■ | ■ | ■ | | | |
| Copying of materials (by the consultant) | | | | | | | | | | | | | | | | ■ | ■ | | | |
| Training sessions | | | | | | | | | | | | | | | | | | | | |
| 8 training workshops/meetings in Maputo and other provinces for groups of stakeholders (getting feedback on REA at the same time) | | | | | | | | | | | | | | | | | | ■ | ■ | ■ |
| Report on training sessions including list of participants and training materials for each | | | | | | | | | | | | | | | | | | ■ | ■ | ■ |

6. Logistical Support and Other Information

The consultant(s) will be responsible for all their logistical arrangements during field work, and for the meetings and training in Maputo and the provinces. WWF can assist with sending invitations to meetings and training sessions, and providing introductions. WWF staff will attend events organized by this consultancy and provide limited technical inputs, subject to availability. WWF will meet all costs of its staff when they participate. The consultant will be supervised by the Freshwater Manager in WWF Mozambique, with technical inputs from WWF US. The consultant will be required to meet with the advisory committee for this project from time to time, providing information on progress, results and challenges and receiving feedback from the Committee.

7. Assignment Work Station

The assignment will be undertaken in Maputo, with visits and field work in Sofala, Zambezia and Manica Provinces, and Cabo Delgado Province. The consultant is responsible for assessing the security situation in Cabo Delgado and deciding how much field work is feasible there. If field work is curtailed, interviews in Pemba, phone calls etc. may have to be used instead.

8. Eligibility/Qualification of Consultants

The Consultant(s) will provide a team with the following qualifications and experience to undertake this work. The team leader, environmental expert and building materials expert are key personnel.

Team leader: Master's degree in environmental management, environmental impact assessment, international development or related field. At least 10 years of experience in environmental impact assessment, natural resource management and/or development/humanitarian work. Work experience in post-disaster green recovery and DRR. Good connections to the humanitarian sector in Mozambique. Availability to travel within Mozambique. Portuguese and English language skills. Strong leadership and motivation, and good organizational, interpersonal, listening, writing and training skills.

Environmental expert: Master's degree in conservation, natural resource management or biological science. At least ten years' work experience in environment, biodiversity conservation and conservation areas in Mozambique. Good connections to the environment/conservation sector in Mozambique. Availability to travel within Mozambique. Portuguese and English language skills. Strong leadership and motivation, ability to create and lead field survey teams. Good organizational, interpersonal, listening, writing and training skills.

Building materials expert(s): Master's degree in building materials, civil engineering, or similar; at least ten years' work experience in construction industry in Mozambique with specialization in building materials; experience in both rural and urban housing and other buildings, including traditional and modern construction; experience of building materials used in infrastructure such as roads. Knowledge of sources of building materials used in Mozambique and environmental impacts of their sourcing/manufacture (note that this environmental expertise could be provided by a separate environmental expert working closely with the building materials expert if necessary).

Field team: graduates with at least one year of field survey experience; should include a range of technical qualifications including environment/conservation/natural resources and social sciences; possibly civil engineering. Should exhibit sensitivity when working with people affected by the cyclones and gender sensitivity; good ability to lead focus group discussions and conduct questionnaires. Ability to work independently and in field conditions; available to travel locally. Proficiency in local languages.

Logistics/administration: the consultant will demonstrate adequate capacity to support this consultancy logistically.

9. Application

Interested candidates should submit the following by email to: concursos@wwf.org.mz with name of consultancy in subject line or via hardcopies delivered to WWF Office in Maputo, at Av. Rua Faralay N°. 108 by(date)..... at midnight Maputo time:

(a) Technical Application/Proposal

The consultant should submit a cover letter and technical proposal. The technical proposal should illustrate the work that the consultant proposes to do in order to undertake the activities effectively and provide high quality deliverables by the due dates outlined above. The technical proposal should demonstrate a solid understanding and ability to deliver the requirements of the assignment, the consultant's suitability for the assignment (e.g. institutional capacity and expertise including at least three examples of past relevant experience and CVs of key personnel highlighting previous relevant work), and an outline of the methodology to be used to execute the assignment.

(b) Financial proposal

The consultant should submit under separate cover, but at the same time, a financial proposal for this work. The proposal should be in US Dollars, and should cover salaries, consultancy fees, travel, subsistence, training, insurance etc. with justifications on costs. Note that the consultant should not cover any travel expenses for WWF staff, except for any shared ground transportation.

All applications shall be submitted in English. Applicants may be contacted for a face-to-face interview and presentation which shall be conducted also in English.

10. Evaluation of Applications

The following criteria will be used in evaluating proposals: understanding and technical soundness and merit of methodology to execute the assignment (40 points); organizational capacity and expertise to execute the assignment (30 points); past performance relevant to the assignment (20 points); and financial offer (10 points¹⁰).

¹⁰ The lowest priced bid receives 10 points and other bids receive points based on 10 minus 1 point for every 2 percent difference from the lowest bid price. Any bids more than 100 percent higher than the lowest bid receive no points.