



**GENERAL SECRETARIAT OF THE ORGANIZATION OF AMERICAN STATES
STRATEGIC COUNSEL FOR ORGANIZATIONAL DEVELOPMENT AND MANAGEMENT
FOR RESULTS
DEPARTMENT OF PLANNING AND EVALUATION**

Call for Resumes:

External Evaluation of the Projects: “Advancing Metrology for Energy Efficient Measurements and Compliance in Central America and Dominican Republic” and “Advancing Metrology for Sustainable Energy Technologies and the Environment in the Western Hemisphere - Second Phase”

Type of Appointment: Individual consultancy

Organizational Unit: Department of Planning and Evaluation

Duration: approximately 4 months (40 non-consecutive days, see paragraph 5.1).

Consulting Fee: based on experience, education and skills

Duty Station: Washington DC, Member Countries and consultant’s place of residence

Deadline: no later than July 24th, 2020 to Jacqueline Cook at jcook@oas.org

Profile: The consultant must demonstrate a minimum of 10 years of experience in project evaluation and must hold a graduate degree in public policy, economics, evaluation, social sciences and management or related area; and have experience working in Latin America and the Caribbean. In addition, the consultant should be proficient in the use of the English language, oral and written. Experience in the Sustainable Energy sector, in working with an international organization in the Americas, and in the evaluation of similar projects are not a requirement but will be a plus.

I. INTRODUCTION

A. Background

1.1 At the request of the US Permanent Mission to the OAS, the Department of Planning and Evaluation (DPE) is coordinating an external assessment of Projects “Advancing Metrology for Energy Efficient Measurements and Compliance in Central America and Dominican Republic” and “Advancing Metrology for Sustainable Energy Technologies and the Environment in the Western Hemisphere - Second Phase”. This assessment is part of the DPE’s greater efforts to conduct formative and summative evaluations of projects and programs executed by the OAS. Such efforts, coordinated and supervised by the DPE,

began over 10 years ago with the evaluation of initiatives financed by the Spanish Fund for OAS and has been extended to operations financed by other donors, such as Canada and the United States of America. These evaluations, in addition to systematizing and documenting the results of the interventions, have the goal of capitalizing on these experiences for the improvement of future project and program formulations and designs, and institutionalizing best practices in monitoring and evaluation within the Organization. Both projects are currently being coordinated by the OAS Department of Sustainable Development (DSD/SEDI/OAS).

- 1.2 The field of Metrology is not new for the OAS which has supported this area of knowledge since 1979, when the Inter American Metrology System (SIM) was created as part of the special project on metrology, led by the former Department of Scientific and Technological Affairs. Metrology as science of measurements has various applications that have implications at the economic and social level. Measurements cannot be produced without the existence of units, standards and measurements instruments. Metrology is especially important to support ongoing changes in the fields of industrial processes and applications such as health and environment. Metrology is used to measuring operations that are vitally important in the public health such as the reliability of measurements instruments in intensive care units. Measurements allow industries to be innovative and competitive by giving them the ability to know if a product meets consumer and user requirements. Similarly, the protection of the environment implies statutory requirements on nuisances and the quality of air and water, and all this involves measurements, therefore Metrology.

B. Metrology Projects from 2016 to 2020

Advancing Metrology for Sustainable Energy Technologies and the Environment in the Western Hemisphere - Second Phase – SID1606

- 1.3 Since 2013, the Department of Sustainable Development (DSD) of the OAS has been supporting metrology efforts in the Americas, focalizing the support towards aspects of Climate Science and Sustainable Energy. Phase I, "Renewable Energy and Climate Science: Metrology and Technology Challenges in the Americas (RECS-SID 1306)" sought to invigorate the role of metrology by supporting the use of international standards and measurements as a means to address the challenges associated with policy making for climate science and sustainable energy technology. The first phase of this project (SID 1306) had as a major output the implementation of the "Regional Strategy and Outreach Plan for Renewable Energy and Climate Science: Metrology and Technology Challenges faced by countries of the Americas", which encompassed the execution of regional workshops and hands-on individual technical trainings. These activities were implemented in each metrology region: i) CAMET– Central America, ii) SURAMET- Southern Cone, iii) ANDIMET – Andean Region, and iv) CARIMET – Caribbean. Annex I describes the

findings of these activities. This initiative was implemented in partnership with the U.S. National Institute of Standards and Technology (NIST) and concluded in July 2016.

- 1.4 Phase II (SID1606) focused on the environmental aspect of this science, as well as the support towards measurement aspects associated with sustainable energy, natural resources monitoring and clean air. The problem that the project sought to address was the limited technical and technological capabilities of several countries in the region on measurements associated to alternative energy, energy efficiency and air quality. Effective policy-making and enforcement requires coordination between regulators and technical agencies. To enforce this important aspect of connection between the technical and the political, the project requested the designation of one technical and one political focal point in each country. Directors of the national metrology institutes (technical focal points) and political focal points, via the project planning committee, were invited to plan the instances of technical training to be delivered, and were responsible for defining their content, based on their countries' priorities and needs. They engaged with key stakeholders in each country, to gather the trainings needs as well as to follow up after the technical trainings and project activities are implemented.
- 1.5 The Metrology for Sustainable Energy Technologies and the Environment (M4SET) aimed at strengthening metrology capabilities in the fields of sustainable energy and environment through training and awareness of relevant high-ranking government officials and technical stakeholders in ministries of energy, environment, national metrology institutes, normalization and accreditation bodies, and academia. The project contributed to a greater involvement and technical support of the metrology community on aspects associated to GHG emission measurements, air quality, natural resources monitoring, energy efficiency, and renewable energy.

Advancing Metrology for Energy Efficient Measurements and Compliance in Central America and Dominican Republic (M4EE) - SID1605

- 1.6 The findings of RECS showed that Central America and Dominican Republic would derive major benefits from improving the quality of their energy efficiency measurement methods and infrastructure. From the perspective of science and technology, these countries still have some technical limitations in measuring aspects for conformity assessment, energy efficiency standards and labeling programs for equipment and appliances, and adequate testing facilities. At the political level, most SICA Member States have legal frameworks that address issues related to energy efficiency. However, despite such laws to promote energy efficiency, lack of adequate measurement and infrastructure standards make it difficult to apply these laws and regulations. While RECS was a good first step in that direction, further actions must be undertaken for governments to address metrology challenges and improve energy efficiency capabilities and services.

- 1.7 The purpose of the project was to strengthen measurement capabilities and knowledge of government officials and technical stakeholders in the field of energy efficiency in Central America and Dominican Republic. Additionally, the OAS and the U.S. National Institute of Standards and Technology (NIST) promoted the participation of development banks and other similar organizations. The project addressed this issue and the need of countries to invest on technology infrastructure. Likewise, due the lack of standards laboratories in the region, OAS and NIST built a closer relation with countries that have a good infrastructure
- 1.8 The M4EE offered support through awareness, raising actions and the facilitation of knowledge sharing, best practices, technical training and exchanges that increase metrology and conformity assessment's skills of high ranking government officials and technical stakeholders engaged in the implementation and enforcement of national policies, laws and regulations on energy efficiency in Central America and Dominican Republic.
- 1.9 The support provided by OAS and NIST through this project sought to strengthen measurement capabilities of government officials and technical stakeholders to perform energy efficiency measurement and compliance assessments in equipment and appliances at the national or regional level.
- 1.10 Both projects, SID1605 and SID1606, were financed by the United States Department of State, through the U.S. Permanent Mission to the OAS in the amount of US\$ 795,678, with an OAS in-kind contribution of US\$ 150,142.40, and US\$ 776,275.86, with an OAS in-kind contribution of US\$ 150,142.40, respectively.

II. OBJECTIVE

- 1.11 The objective of the Consultancy is to evaluate the efficiency, effectiveness and sustainability of both Metrology Projects. The evaluation will specifically focus on the delivery of the main Outputs, and the Immediate and Intermediate Outcomes for the projects. To achieve the objective, the Consultant shall:
 - I. Conduct a formative and summative evaluation in order to assess the projects' progress in achieving its objectives.
 - II. Determine, to the extent possible, the effectiveness of the project as best reflected in the available results to date.
 - III. Critically analyze the formulation, design, implementation and management of the projects and make recommendations as needed.
 - IV. Conduct a cost benefit analysis by determining the internal rate of return and net present value of the investment.
 - V. Assess the likelihood of institutional and financial sustainability of the interventions financed by the projects.

- VI. Document lessons learned related to the formulation, design, implementation, management and sustainability.
- VII. Make recommendations, as appropriate, to improve the formulation, design and implementation for future similar interventions.
- VIII. Assess if and how the projects addressed the crosscutting issue of gender perspective and to what results.

2.2 In addition to the above, the consultancy will make every attempt to answer the following performance questions:

- I. Were the output and outcome indicators achieved? If not, explain why.
- II. Were the results achieved attributable to the actions of the operation?
- III. If empirical attribution cannot be established, is there a robust theoretical attribution?
- IV. Did the projects team apply results-based management principles from its inception to its conclusion?
- V. Were lessons learnt identified during the implementation of the projects?
- VI. Was the monitoring mechanism used as an efficient and effective tool to follow-up on the progress of projects' actions?
- VII. Were there any unforeseeable/not planned results or outcomes?

A. Information sources.

Among other sources, the consultant will review the following:

- Project documents.
- Progress implementation reports.
- Completion report of phase II.
- Project indicators identified in the logical frameworks.
- Products derived from the implementation of the projects and means of verification.
- Any other document deemed relevant for the completion of the work.

B. Stakeholders.

Among other stakeholders, the consultant will consider the following:

- Project Team.
- Member states.
- Local and national counterparts.
- Donors.
- U.S. State Department.
- Beneficiaries.

III. ACTIVITIES

- 3.1 This consultancy will be coordinated and supervised by the OAS Department of Planning and Evaluation (DPE).
- 3.2 The consultant shall work in close cooperation with SEDI/DSD, which shall designate a member of their staff to facilitate the evaluation process. The evaluation process will take a participatory approach and take account of the views of all key stakeholders. In general, the evaluation will be based on interviews, analysis of documents, hard data, use of relevant evaluation instruments and all available data sources, as required. In addition, the consultant shall:
 - 3.3 Develop a brief work plan and evaluation framework for the consultancy, including the description of the activities to be performed and the products as well as the order and focus of each.
 - 3.4 Review key documents in the execution of the projects, among them: the project proposals, logical frameworks used for the design and implementation of the projects, indicators, and results achieved to date; progress and final reports on the execution of the projects to date, and financial documents, among others.
 - 3.5 Conduct interviews and collect information from key stakeholders, including: Project Team; U.S. Mission's officials; government officials, and direct and indirect beneficiaries, among others.
 - 3.6 Conduct interviews to assess the performance of both operations, their outcomes and outputs.
 - 3.7 Identify lessons learned, best practices and recommendations for the ongoing and future executions.
 - 3.8 Conduct a robust cost-benefit analysis of the operation (CBA), by: identifying and quantifying the social and economic costs and benefits of the program; collecting the necessary data to validate the CBA proposal; conducting a literature review to support theoretically the social and economic costs and benefits and monetize them; estimating the returns to the investment by calculating the Net Present Value (NPV), and the Internal Rate of return at 12%.
 - 3.9 Produce a Mid-term report describing the progress of the evaluation and the findings to date. The report will be accompanied by a Power Point presentation. Participate in a videoconference with OAS headquarters to present the report.
 - 3.10 Produce a final report analyzing and describing the execution of the supported actions; the results of the CBA; lessons learned, recommendations and conclusions; a section for sustainability and beneficiaries, among others. The report will be accompanied by a Power Point presentation.

- 3.11 The evaluator shall follow at any moment during the evaluation process, the OAS Code of Ethics and the UNEG Norms and Standards for Evaluation.

IV. PRODUCTS AND DELIVERABLES

- 4.1 The consultancy will produce and deliver the following documents taking into consideration each of the activities described in the above section:
- i) A detailed work plan and the evaluation Framework **within 15 days** of signing the contract.
 - ii) A draft Mid-term Report on the progress of the consultancy including the identification and quantification of social and economic costs and benefits and a Power Point to be presented on a previously agreed date.
 - iii) Final Evaluation Report including all products mentioned above and a Power Point Presentation to be presented at OAS headquarters on a previously agreed date.

V. TIMEFRAME & PAYMENT SCHEDULE

- 5.1 It is expected that the consultancy will require a total of 40 non-consecutive working days between July and November of 2020.
- 5.2 The payment schedule is as follows:
- 30% Upon signing the contract.
 - 30% Upon delivery of a Mid-term report accompanied by a Power Point presentation.
 - 40% Upon delivery of the final Evaluation Report accompanied by a Power Point presentation.

VI. PROCUREMENT PROCESS

- 6.1 The contracting will follow the procurement processes outlined by OAS tender regulations, ensuring the application of competitiveness and transparency principles.
- 6.2 The Organization of American States does not discriminate against any individual on the basis of race, color, marital status, religion, age, gender, disability, sexual orientation, gender identity, or status as a parent.
- 6.3 Consultants interested in participating in the selection process should send the expression of interest and CV no later than July 24th, 2020 to Jacqueline Cook at jcook@oas.org