Project support needed | Low-carbon healthcare in the Mediterranean Region

July - December 2020

Health Care Without Harm (HCWH) Europe is seeking fixed price fee proposals to support and guide five European hospitals to:

- Compile baseline assessments of organisational greenhouse gas (GHG) emissions
- Identify high level cost and carbon reduction opportunities
- Compile best practice of carbon management in the Mediterranean region within the healthcare sector and wider public sector.

<table>
<thead>
<tr>
<th>Provisional contract period</th>
<th>July 2020- December 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Language</td>
<td>English</td>
</tr>
<tr>
<td></td>
<td>(working knowledge of Spanish, Greek, Portuguese, or Italian would be an advantage)</td>
</tr>
<tr>
<td>Deadline for proposals</td>
<td>Wednesday 8 July 2020</td>
</tr>
</tbody>
</table>

Project background

HCWH Europe is a non-profit organisation that works to transform healthcare worldwide so that it reduces its environmental footprint, becomes a community anchor for sustainability and a leader in the global movement for environmental health and justice.

HCWH Europe works closely with health professionals, hospitals, healthcare systems, NGOs, local governments, ministries of health, and international organisations to achieve its mission and goals. HCWH Europe is active in 26 countries of the WHO Europe region and has a growing number of members. The HCWH Europe office is located in Brussels.
The European Climate Initiative (EUKI) of the German Federal Ministry for the Environment, Nature Conservation and Nuclear Safety (BMU) and the European Commission's (EC) LIFE programme have awarded funding to HCWH Europe to deliver the project Low-carbon healthcare in the Mediterranean region between October 2019 - December 2021. Through this project HCWH Europe will help develop the Mediterranean as a best practice region for low-carbon healthcare in Europe supported by progressive environment and health policies.

The global healthcare sector’s climate footprint is equivalent to 4.4% of global net greenhouse gas emissions, contributing to climate change, which negatively impacts the health of the very communities the sector serves. There is, therefore, a powerful incentive for the healthcare sector to take action - firstly to reduce its GHG emissions, and secondly to become a leading advocate for societal and political action on climate change.

As global temperatures increase so do the negative health impacts - the Mediterranean region already faces specific threats from climate change such as extreme heat waves and rising sea levels, but the region also has many opportunities to prevent or reduce emissions e.g. solar energy and energy efficient cooling. This project aims to address these opportunities and challenges and to facilitate the transition to low-carbon healthcare by working with five hospitals across four countries (Spain, Portugal, Italy, and Greece) in the Mediterranean region.

The Low-carbon healthcare in the Mediterranean Region project will help participating hospitals to establish internal carbon management teams and plans, facilitate knowledge and best practice sharing, and also encourage replication across the Mediterranean region through a low-carbon healthcare toolkit that can be used by other hospitals.

The toolkit will be presented alongside case studies from the participating hospitals at HCWH Europe’s European Healthcare Climate Summit in 2021, hosted in the Mediterranean region. Policy recommendations will also be developed in consultation with a broad range of relevant expert stakeholders from both within and outside of the Mediterranean healthcare sector. These policy recommendations will help to identify the legislative changes necessary to accelerate the transition to a low-carbon healthcare in the region.
Specification

1. Support each of the participating hospitals to compile baseline assessments of organisational GHG emissions (remote).

1.1 Develop a work plan (with support from HCWH Europe) detailing how you will work with participating hospitals to develop their GHG emission baselines.

1.2 Provide technical support to each participating hospital to identify, collect, and validate data sources, and calculate an organisational GHG emissions baseline, in line with the Greenhouse Gas Protocol. Tasks will include:
   - Providing guidance and support to participating hospitals on where to source and how to compile raw baseline data
   - Discussing and agreeing a baseline year for each of the participating hospitals (with support from HCWH Europe)
   - Supporting the participating hospitals in collating the relevant data and calculating a baseline footprint using HCWH's newly developed Climate Footprint tool and Anaesthetic Gases tool (you will be provided with Excel versions of these tools upon commencement of the project).

Scope and emissions sources
As a minimum, each calculated GHG emissions baseline should include:
   - SCOPE 1 emissions associated with the combustion of fuels in on-site stationary sources (e.g. boilers, furnaces, turbines) and company owned/controlled vehicles, and the use of anaesthetic gases
   - SCOPE 2 emissions associated with the purchase of grid electricity
   - SCOPE 3 emissions associated with any transmission and distribution losses from purchased electricity

In addition, but subject to time and data constraints, it would also be helpful to include:
   - Scope 1 fugitive emissions from refrigeration plant
   - Scope 3 emissions associated with the waste processing and disposal, water consumption and disposal, and staff business travel.

1.3 Assist participating hospitals in setting challenging but achievable GHG emissions reduction targets (with HCWH Europe support), clearly stating a percentage reduction value and target year.
2. Carry out research to better understand and inform participating hospitals of best practices of carbon management in the Mediterranean region within the healthcare sector and wider public sector (a remote, desk-based task using information already available in the public domain).

The research will support participating hospitals to understand what best practice exists within the region and how they can build on this and develop it within their own programmes. The research findings will:

- Include latest examples from the region of significant carbon reduction technologies and methodologies applicable to their circumstances (e.g. low-carbon cooling and other low/zero carbon technologies applicable to acute hospital environments in the target countries)
- Outline carbon and cost savings from existing examples
- Provide insight and inspiration for participating hospitals as they develop their carbon management programmes
- The research will be provided to HCWH Europe in a form of a summary document

3. Facilitate five workshops to identify cost and carbon reduction opportunities with the carbon management teams of each participating hospital (on site, subject to ongoing COVID related travel restrictions).

Tasks will include:

3.1 Developing a programme for each workshop (with support from HCWH Europe), to include the possibility of a site visit/audit to identify additional carbon reduction opportunities

3.2 Facilitate a 1-day workshop with each of the five participating hospitals

3.3 Provide a register (in Excel format) of potential carbon reduction projects for each participating hospital. As a minimum each Projects Register should detail:

- Project title and a brief description
- Project lead/owner
- Estimated capital cost of project (Euro)
- Estimated savings for GHG emissions (tonnes CO₂e) and cost (Euro)
- Estimated simple payback (years)
Reporting progress

- Kick-off meeting at start (virtual call)
- Regular catch-ups (bi-monthly, virtual call)
- Submission of pre-agreed progress indicator document, clearly outlining progress against each deliverable and key risks (monthly)

Key deliverables and payment schedule

<table>
<thead>
<tr>
<th>Deliverable</th>
<th>Timeline</th>
<th>Payment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Compile baseline GHG emissions</td>
<td>Q3-Q4 2020</td>
<td>20% upon signature of contract by both parties</td>
</tr>
<tr>
<td>2. Research and report best practices of carbon management in the Mediterranean region</td>
<td>Q3-Q4 2020</td>
<td>50% upon completion of deliverables 1. and 2.</td>
</tr>
<tr>
<td>3. Facilitate 5 workshops to identify cost and carbon reduction opportunities</td>
<td>Q4 2020</td>
<td>30% upon completion of deliverable 3.</td>
</tr>
</tbody>
</table>

*Dependant upon HCWH Europe’s acceptance that deliverables meet the expected quality.

Qualifications & experiences

- Good working knowledge of the European healthcare sector
- Proven experience of carbon management within the healthcare sector or wider public sector, including the compiling of data, calculation of baseline GHG emissions and interpretation of data in line with the Greenhouse Gas Protocol
- In-depth knowledge of cost and carbon reduction opportunities relating to building services and operations common to acute hospital settings
- Ability to frame data needs and communicate and liaise with five hospital project leads in four countries
- Ability to evaluate varying different national datasets and identify and define datasets for comparative reasons
- Ability to work across different cultures and languages, including the ability to listen and extract information, common learnings and guide the group to achieve project goals
- Project management experience
• Ability to effectively summarise complex research technical findings to both technical and non-technical audiences
• Detailed, up-to-date knowledge of healthcare carbon management policies and practices
• Demonstrable experience of undertaking projects with a wide range of stakeholders

**Submitting proposals**

Proposals should be emailed to europe@hcwh.org by 17:00 (CEST) on **Wednesday 8 July 2020**; your proposal should contain:

• A detailed description of the key activities to be undertaken in line with the requirements set out within this Request for Proposals, along with a summary of key deliverables.
• A timeline setting out when activities and deliverables will take place.
• CVs of proposed delivery team
• Examples of relevant experience
• Your fixed price for undertaking the work (including any VAT payable).
  o Include a breakdown of staff daily rates and number of days allocated to each project activity, travel and subsistence costs, and any other direct or indirect project costs.

A specific timeline for deliverables and payment schedule will be agreed upon award of contract. Payments will be made only upon confirmation by HCWH Europe of delivery on the contract obligations in a satisfactory manner.

Any questions regarding this Request for Proposals should be sent to: scott.brady@hcwh.org, Climate Programme Manager - HCWH Europe.