

## **TERMS OF REFERENCE**

**for**

### **Technical Expert**

#### **I. BACKGROUND INFORMATION**

The Government of Georgia (GoG or “the Government”), represented by the Roads Department of the Ministry of Regional Development and Infrastructure of Georgia (RD), has started a results-based Secondary Road Asset Management Project (SRAMP or “the Project”), which is financed by the Government and the World Bank through an International Bank for Reconstruction and Development (IBRD) loan ( Loan Agreement dated March 28, 2016).

Pursuant to Section II.C.1-3 of Schedule 2 to the Loan Agreement, the Government shall ensure independent monitoring and evaluation of the Project, through carrying out an Independent Performance Audit (IPA) on an annual basis. IPA over the second and third year of the Project implementation period starting from January 01, 2018 up to December 31, 2018 and from January 01, 2019 up to December 31, 2019, will be undertaken by the State Audit Office of Georgia (SAOG).

#### **II. OBJECTIVE OF THE ASSIGNMENT**

These Terms of Reference (ToRs) describe the services to be provided by technical expert. Primary objective of the assignment is to carry out the technical audit of the works executed during design and rehabilitation stages of the design-build and OPRC contracts signed under the Project. Technical audit shall cover the period between January 01, 2018 and December 31, 2018, and from January 01, 2019 up to December 31, 2019.

#### **III. SCOPE OF THE ASSIGNMENT**

Technical expert will perform tasks focusing primarily on the following main sub-objectives:

##### **(a) Review of progress in improvement and maintenance of secondary roads in Guria through OPRC**

- 1) Review of the Guria OPRC Consultant’s progress in completing the detailed design, specifications, performance requirements, cost estimates and bid documents for the rehabilitation and maintenance works, and verification of their compliance with the condition of the Consultant’s Contract/TORs, reports, and approved work program.

##### **(b) Review of progress in rehabilitation and improvement of secondary roads assets through Design-Build contracts**

- 2) (i) Review of the approved designs of the ongoing Design-Build contracts, listed in Annex A, Interim Payment Certificates (IPCs), and other relevant documents or information from the contractors, supervision consultant and/or RD related to these design-build contracts, and (ii) confirmation of the availability of these reports/documents and (iii) inclusion of all information required as per Consultant's contract conditions/TORs;
- 3) Review of the design approval processes during the design preparation stage and quality management processes applied by the contractor and supervision consultant during the rehabilitation works stage;
- 4) Verification of progress of the Design-Build contracts as per approved work programs, supervisor's progress reports and approved IPCs;
- 5) Review and confirmation if the design-build contracts were executed in accordance with the approved designs, approved work program, and contract conditions by conducting visual inspection of the works completed on the randomly selected (sampled) project road sections between January 1 - December 31, 2018 and January 1 - December 31, 2019; identification of any unusual, abnormal damages or inconsistencies in completed works with the approved design, contract conditions, work program or IPCs. Providing detailed digital photographs of those findings together with GPS coordinates together with the narrative description of the identified issues in the technical findings report of this Audit;
- 6) Review of twenty-four monthly reports (starting January 2018 and end December 2019) of the supervision consultant to RD to ascertain actual reporting on performance of works providers and their adherence to Traffic Management Plans (TMPs);
- 7) Recommendations for improvement in any areas where discrepancies, issues of concern, or non-conformances have been identified and documented in the technical findings of this Audit.

**(c) Review of climate resilience practices in RD's road asset management**

- 1) Review of detailed design documents prepared for priority climate resilience measures;
- 2) Checking status of implementation of priority climate resilient measures in Racha.

**IV. TIMING OF THE ASSIGNMENT**

The audit of implementation progress of design-build and OPRC contracts under the Project will be performed starting from August 2020 and will cover the period starting from January 01, 2018 up to December 31, 2019. Duration of the assignment is 50 calendar days.

**V. REPORTING REQUIREMENTS**

The expert will be reporting to the Roads Department of Georgia and State Audit Office of Georgia.

The expert shall submit:

- **Preliminary Report** describing the methodology of inspection and preliminary findings of the audit for the periods of January 1 - December 31, 2018 within 15 calendar days from commencement of services;
- **Final Report** with comments incorporated in the preliminary report within 25 calendar days from commencement of services for the periods of January 1 - December 31, 2018;

- **Preliminary Report** describing the methodology of inspection and preliminary findings of the audit for the periods of January 1 - December 31, 2019 within 35 calendar days from commencement of services;
- **Final Report** with comments incorporated in the preliminary report within 45 calendar days from commencement of services for the periods of January 1 - December 31, 2019.

The reports shall be written in English and Georgian languages in an agreed format with the SAOG and shall be transmitted electronically using standard software (e.g. MS WORD, EXCEL, PDF, etc.).

If requested, all evidences (electronic or printed) together with the narrative description of the identified issues and other project related materials shall be transferred to SAOG.

Project related materials and information obtained by experts is intended for the use of SAOG and RD and may not be distributed by experts to others, in whole or in part, without the prior written permission of the Road Department and SAOG.

## VI. QUALIFICATION REQUIREMENTS

Selection of the technical expert will be based primarily on the following desired skills and knowledge:

- a) A civil engineer with a minimum of 7 years of general road engineering experience.
- b) Road engineering/maintenance expertise, with experience in performance and quality assurance;
- c) Road design experience of at least 5 years;
- d) Road safety experience is an advantage;
- e) Experience in a contract management is an advantage;
- f) Report should be prepared in Georgian and English languages.

Selected expert shall have no conflict of interest with the Secondary Road Assets Management Project (SRAMP).

## VII. PAYMENT

Technical expert's services will be financed from the State Budget and payment will be conducted by the RD, which is an implementing agency of the Project.

Payments under the Lump-Sum contract to be signed with the expert will be linked to the deliverables with the following payment schedule:

Deliverable	Submission time	Payment Percentage
Preliminary Report for 2 <sup>nd</sup> year (January 1 - December 31, 2018)	15 calendar days from commencement	15%
Final Report for 2 <sup>nd</sup> year (January 1 - December 31, 2018)	25 calendar days from commencement	35%
Preliminary Report for 3 <sup>rd</sup> year (January 1 - December 31, 2019)	35 calendar days from commencement	15%

Final Report for 3 <sup>rd</sup> year (January 1 - December 31, 2019	45 calendar days from commencement	35%
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## **Annex A**

### **List of Design-Build Roads Sections under SRAMP**

1. SRAMP/CW/NCB-01: Tianeti-Akhmeta-Kvareli-Ninigori road (km1 - km30)
2. SRAMP/CW/NCB-04 Lot I: Zhinvali-Barisakho-Shatili road (km16 – km25.5)
3. SRAMP/CW/NCB-04 Lot II: Zhinvali-Barisakho-Shatili road Lot II (km25.5 - km32)
4. SRAMP/CW/NCB-03 Lot I: Chrebalo-Nikortsminda road Lot I (km1 - km14.6)
5. SRAMP/CW/NCB-03 Lot II: Chrebalo-Nikortsminda road Lot II (km14.6 - km25.8)
6. SRAMP/CW/NCB-05: Khidistavi - Ateni – Boshuri road (km 12.4 - km 22.5)