

TERMS OF REFERENCE

Bakuriani Multi Modal Transportation and Mobility (MMTM) Strategic Plan, Detailed Designs and Construction Supervision for Integrated Urban Upgrading

I. Introduction and Background

1. The Municipal Development Fund of Georgia (hereinafter MDF, or the Client) is a legal entity of public law whose purpose is to mobilize financial resources from donors including international and Georgian financial institutions, in order to make them available for investments in local infrastructure and services, while simultaneously helping local self-governments in strengthening their institutional and financial capacity.
2. MDF programs envisage implementation of various projects including the Third Regional Development Project (RDP3) financed by the World Bank Group and the Government of Georgia (GoG). The aim of the Project is to promote tourism development in Mtskheta-Mtianeti and Samtskhe-Javakheti Regions¹.
3. The consultancy service aims to develop a Multi Modal Transportation and Mobility (MMTM) Strategic Plan for Bakuriani and its adjacent areas and, based on the MMTM Strategic plan, prepare detailed designs for the integrated urban upgrading of Bakuriani town center, eventually supporting tourism-based local economy. The selected investments are expected to be combined into cohesive investment programs, which would include the upgrading of inter-modal nodes and associated infrastructure (e.g.: sidewalks, street crossings, streetlights, bicycle paths, bus stations, etc.), public spaces (e.g. parks, squares, pedestrian walkways/pathways, including pathway along the river bank, etc.), street networks (excluding water and sewage networks), carefully selected façade improvement of centrally located selected buildings and tourist sites enhancement (e.g. access roads, parking, signage, etc.). The proposed MMTM strategic plan and related investment program must comply with the recently approved Bakuriani Land Use Master Plan and Didi Mitarbi Land Use Master Plan (Annex 2).
4. Most importantly, Bakuriani will host the 2023 Freestyle Ski and Snowboard World Championships, as well as the FIS Ski Flying World Championships 2022. Therefore, the mobility study and related urban upgrading must link and support the bigger efforts for the preparation of Bakuriani for the world championship and its long-term sustainability as a world-class reputed skiing center. Lessons from international best practices from other ski resort towns in the world where similar events were hosted must be taken into account, to

¹ See <http://documents.worldbank.org/curated/en/571991468000614527/Georgia-Third-Regional-Development-Project> for details

avoid complications and failure to satisfy needs of Bakuriani to properly hold meet the required standards for the World world class Championship events and long-term sustainability beyond such event.

5. The Municipal Development Fund is seeking a qualified consultancy firm with international experience to provide a combination of technical assistance, design and construction supervision services under the scope of this consultancy.

II. Overall scope and objectives of this consultancy service

Description of Study Area

6. Bakuriani is a town located in East Georgia, 190 km south from Tbilisi, in Borjomi Municipality and 30 km away from Borjomi city. Bakuriani is one of the most visited mountain and ski resorts in Georgia, famous for its climate and nature. Diverse possibilities for summer and winter activities supported tourism growth. The resort infrastructure is in poor condition and requires rapid improvements that will help to meet the needs of growing number of local and international visitors.
7. Over the years, the resort has developed without a proper urban planning, resulting in heavily built settlements characterized by high density, lack of public spaces, and problems of traffic congestions and lack of parking facilities. The urban area of the region lacks a well-defined grid of roads network and infrastructure standards, which are in continuous decay.
8. Some of the main and many of the secondary roads do not meet minimum standards and physical qualities are poor (e.g. a high percent of the roads are unpaved, missing sidewalks, lighting, missing parking spaces which are solved in individual ways, etc.), resulting in traffic congestion, especially during high tourism season and lack of connectivity for pedestrian and others (bicycles for example).
9. Currently, the town of Bakuriani, village Mitarbi and its adjacent areas suffer from major traffic congestions during the peak tourism season due to the narrow roads, network and road infrastructure standards. Apart from the traffic congestion, lack of good connectivity (pedestrian and vehicle), vibrant public spaces, and lack of parking spaces and low maintenance of infrastructure facilities are some of the main issues faced by the resort. Ski lift access roads are suffering from traffic challenges. As a tourist destination, it lacks quality services and attractions to ensure tourists enjoy longer stay in the area.

Specific Objectives

10. The specific objective to be achieved through this assignment is to upgrade Bakuriani by regenerating and revitalizing its role as a tourism hub

contributing to the construction of a unique urban identity. The Consultant shall also consider the urban mobility, which has been recognized as a guiding element for the prioritization of project investments in the Project Area.

11. The package of investments is expected to include: (i) mobility improvement in the Project Area – in particular during the high season, for both pedestrians and vehicles, elaborated in a traffic and parking management strategy, improvement of junctions/roundabouts, town accesses and intermodal nodes, and other traffic pressure points as needed, developing intra rapid transit system and improve access and connection to ski lifts; (ii) street upgrading in the Project Area that will promote modal shift from private transport to public and non-motorized transport, walking and cycling between the different areas of the town (e.g. town center, recreational areas and main tourist attractions) and in linkage to surrounding areas; (iii) improvement of public spaces and integrating as green and recreational areas within the Bakuriani, including selective improvements of facades and selective improvements of public buildings for adaptive re-use. Packages of investments should be integrated in a cohesive way with the aim to improving accessibility, visitors experience and residents' quality of life.

Summary of Services

12. The purpose of this TOR is to obtain technical assistance, design and supervision services as follows:
 - a) **Preparatory Studies and Design services:**
 - ☒ Conduct relevant mobility surveys, origin/destination surveys and other necessary mobility assessment in the study and project areas to deliver the Bakuriani Multi Modal Transportation and Mobility (MMTM) Strategic Plan for the proposed study area, including traffic and parking management (study and project area boundaries are provided in Annex 1);
 - ☒ Based on the preparatory studies and MMTM strategic plan, development of vision and integrated urban design concepts for the study area and identification of key investment packages;
 - ☒ Development of preliminary designs, guidelines and preliminary estimates for the proposed priority investment projects;
 - ☒ Development of detailed designs for selected investment projects, mobility plan (road infrastructure), upgrading of public spaces, development of tourist infrastructure, related communications (drainage, street lighting, etc. (excluding sewage and water systems)) and support the Client in the preparation of the bidding documents for approved investment projects.
 - b) **Construction Supervision services:**
 - ☒ Upon satisfactory completion of the first phase and at the request of the Client, the consultant will be required to provide supervision services of the

contracted civil works from the list of specific identified investment projects.

13. The implementation of the overall investment program, inclusive of both phases, is 27 months, followed by 12 months defect liability period. Study Area and Objectives lack of parking facilities. The urban area of the region lacks a well-defined grid of roads network and infrastructure standards, which are in continuous decay. the main roads and many of the secondary roads do not meet lack connectivity and road infrastructure minimum standards and physic qualities of the roads are poor (e.g. a high percent of the roads are unpaved, missing sidewalks, lighting, missing parking spaces which are solved in individual ways, etc.), due to lack of proper investments and maintenance, . Taking in consideration the existing conditions, Borjomi Municipality is characterized frequently by resulting in traffic congestion, especially during high tourism season. and lack of connectivity for pedestrian and others (bicycles for example).s during the peak tourism season given due to the narrow roads, networking and road infrastructure standards. Apart from the traffic congestion, lack of good connectivity (pedestrian and vehicle), vibrant public spaces, and lack of parking spaces and low maintenance of infrastructure facilities are some of the main issues faced by the resort. Ski lift access roads are suffering from traffic overload challenges. As a tourist destination, it lacks quality services and attractions to ensure tourists enjoy longer stay in this regione area.

Available Information

14. Bakuriani urban upgrading. The Consultant should take into consideration the extensive work that has already been developed by Bakuriani Land Use Master Plan. Also, take into consideration activities already planned to be implemented in this region by MDF or other institutions, to ensure coordination and avoid the overlap of investments. The assignment should also include strong citizen engagement and municipal consultation mechanisms during all phases of the consultancy, to assure that proposed priorities and options reflect well local needs.
15. Despite the information/documents provided in Bakuriani Land Use Master Plan, to carry out its assignment the Consultant is responsible for surveying, collecting and assessing: (a) all the available demographic, social and economic data and the related projections; (b) all the town's current urban development studies and physical planning documents; (c) all information on major infrastructure development projects and programs by national and international agencies and donors, and all investment programs (residential, commercial, industrial) by public and private sector.

16. In addition to the investments that will be identified under these ToR, the MDF is supporting a number of initiatives and investments in the town of Bakuriani in parallel to this consultancy. The Consultant should take into consideration these additional investments and activities to ensure that proposed investments under this consultancy are complementary and that border issues are well considered. Investments supported by MDF but that are not part of this consultancy include:

- Rehabilitation of Bakuriani-Andeziti-Tsikhisjvari road (completed);
- Tourism Infrastructure Development at Bakuriani Recreational Park (planned);
- Arrangement of Bakuriani Central Trail – Phase 2 (planned);
- Construction of Bakuriani Police Station (ongoing);
- Rehabilitation of an access road at Mitarbi Ropeway and Didveli parking extension (ongoing);
- Bakuriani bypass road (ongoing);
- Bakuriani Parking (planned);

17. It is the responsibility of the Consultant to ensure integration of the above-mentioned investments in the preparation of the final proposal. The Client shall provide all the necessary information for the above-mentioned consultancies, in order to achieve the integration of all investment projects being elaborated within the project area under the scope of this consultancy.

III. SCOPE OF ASSIGNMENT, TIMEFRAME AND DELIVERABLES, TEAM PROFILE

Scope for the assignment

18. This assignment will focus on the given study areas as described under Section II above and clearly identified in Annex 1. Potential modification/extension of the study area will be considered only if strongly justified by the requirements of the MMTM Strategic Plan and demonstrated to improve efficiency and functionality of the mobility and urban system. The tentative estimated size of envelope for the program of priority investments identified through this assignment is 10,000,000.00 USD.

19. The preliminary scoping for the integrated urban upgrading of Bakuriani town center, and connected attraction and functional hubs, is taken from the Land Use Master Plan and concentrates on the areas allotted for the 2022-2023 World Championship (Kokhta, Didveli and Aqua Park Perimeter), Aghmashenebli Street, Circular Road, Train Station (for Kukushka), transport hub, Central Park, Amirani Park, Botanical Garden and their immediate surroundings and adjacent areas (map is provided in Annex 1). Preliminary scoping for the Urban Upgrade should be studied and validated or adjusted

based the Consultant's recommendations and suggestions after conducting the necessary studies and in function of the MMTM Strategic Plan.

20. *Vision: Bakuriani 2023 and beyond:* The sustainable development of study area aims to balance economic, environmental, touristic and social needs, allowing prosperity for now and future generations. Sustainable development as a long-term, integrated approach aims to developing and achieving a healthy community by jointly addressing economic, environmental, and social issues, whilst avoiding the over consumption and exploitation of key natural resources. Bakuriani 2023 will provide initial places, that are venues of international events. The goal is to use these as an opportunity to kickstart sustainable development beyond the event itself. The long term vision will be to leverage this international event and related infrastructure to trigger sustainable development, build international reputation and capacity to host growing numbers of visitors, which in long term will support sustainable growth of the study area.

21. The assignment will be composed by two parts as summarized below:

Part A: PREPARATORY STUDIES and DESIGN SERVICES

22. Tasks under this assignment will include both technical assistance to deliver the MMTM Strategic Plan, subsequent investment program for priority investments and related detailed design services organized through the following main tasks: design services:

Task 1: Carry out a rapid desk-review, including stocktaking and preparation of a **work-plan**; and prepare an **inception report**.

Task 2: Prepare the **MMTM Strategic Plan** based on a set of relevant studies, including the urban and mobility assessment, mobility (with origin and destination, movement directions, etc.) and destination surveys and develop a mobility strategy for the study and project areas and traffic and parking management strategy for the project area, by proposing integrated multimodal solutions for the urban transport system;

Task 3: Formulate a **development vision and urban design concepts** for the agreed Project Area, concentrating on the main roads, central urban areas of the resort (including centrally located buildings and public zones) and distinctive key transport areas, based on Land Use Maser Plan. **Prioritize an integrated and cohesive investment program** in Project Area, including broad cost estimates aimed to the achievement of the above development vision for discussion with key stakeholders and approval by MDF, MRDI, municipality and the World Bank, to further develop an investment program;

Task 4: Prepare **preliminary designs, technical report, and revised cost estimates** for the priority investments selected for financing by MDF;

Task 5: Prepare **detailed designs, BoQs, technical specifications, technical reports, EIA reports and works schedule** for selected priority investment

projects to make them ready for bidding. Assist in the preparation of Bidding Documents and during the tendering process as necessary.

23. The design services will be subject to client and stakeholder approval. Confirmation will be needed for funds, timing, etc.

Part B: CONSTRUCTION SUPERVISION SERVICES

24. At the request of the Client (subject of satisfactory completion of the first phase, availability of time and funds), the Consultant will carry out the following main activities for **construction supervision services**:

Activity 1: Inception Phase

Activity 2: supervision of the Construction Phase

Activity 3: Defects Liability Period

Part A: PREPARATORY STUDIES and DESIGN SERVICES

A: DESIGN SERVICES The activities for preparatory studies and design services are expected to be performed through the following tasks:

Task 1: Stocktaking and Inception

25. The inception stage is expected to cover (without being limited to):
- i. Review overall consultancy objectives and strategies; Consult the list of documents identified by the Client (through different sources), including cartography, plans, technical literature, the traffic count study, Land Use Master Plans and “project ideas” available. Highlight their relevance to this assignment;
 - ii. Identify any surveys maps and survey activities that are required for the design consultancy and plan for obtaining that information;
 - iii. Review existing planning documents, instruments, guidelines and regulations that are applicable within the project boundaries;
 - iv. Propose a *work plan* outlining project sub-tasks, methodology, timeline, dedicated resources; with human resources from international and local experience to be specified separately and including planned field visits. Tentative team profile and key personnel is given in *Section IV* of this TOR;
 - v. Propose a methodology for the prioritization and categorization for subprojects under *Task 3*, taking into consideration the MDF objectives

and limitations (e.g. financial envelope of 10,000,000.00 USD, Category B²);

- vi. Identify list of relevant stakeholders (to be consulted and established in agreement with the Client), potential risks and outline an engagement strategy for engaging relevant stakeholders at different junctures, key respondents to be interviewed, consulted etc. (including questionnaires/checklists for information gathering, communication and information dissemination) during various Tasks;
- vii. Any revisions to technical components and scope of works in the TOR.

26. **Deliverables:** *Inception Report* detailing the items provided in the list above, with a particular focus on the *Work Plan*, the prioritization and categorization methodology and engagement strategy for stakeholders, tasks and allocation of staff/resources for the development of design services under this assignment.

Task 2: Mobility and urban field surveys and assessment, MMTM Strategic Plan

27. The objective and potential outline of key elements of the MMTM Strategic Plan and how it informs the integrated urban upgrading are summarized in **Annex 3**. Here follows a description of essential studies required to prepare MMTM Strategic Plan, without being limited to:
28. With the objective of preparing the grounds for the integrated urban design concepts under Task 2 the Consultant shall conduct an **urban survey and assessment** of the "Study area" and carry out a **mobility survey and assessment** that looks on **how to optimize vehicular-pedestrian interchanges and improve accessibility in the Project Area for both tourist and residents, particularly in function of the upcoming international events**. Both surveys and assessments require the mobilization of the team to the field to confirm and validate the information collected under Task 1. The mobility survey and assessment and the urban survey and assessment should be a cohesive package of studies that inform each other and not as separate activities.
29. The **mobility survey and assessment** should aim at: (i) identifying and assessing mobility problems and challenges in the "Study Area", (ii) identifying effective and cost-efficient measures to overcome these challenges, (iii) proposing development scenarios and policy options, and (iv) supporting the development under Task 3 of a common vision for sustainable urban mobility in Borjomi Municipality with strong engagement with the municipality, the Client and local stakeholders (e.g. civil society, business/operators, etc.), particularly in light of a growing ski tourism industry and upcoming international events. These activities are further described below:

² Identify and propose investment projects with minimum environmental and social impacts, such as requirement for land acquisition and resettlement (only Category B projects – per Bank classification – will be eligible).

- a. Analyzing and assessing mobility problems and challenges. This should involve, among others: (i) analyzing the accessibility and interconnectivity of the current transport network in the study area by different travel modes (car, public transport, biking, walking), (ii) confirming through a field assessment the spatial typology and hierarchy of roads, their physical quality, functions, etc.; (iii) assessing whether the existing transport network and available public transport services and infrastructure as well as their conditions are adequate to meet the travel demand for Bakuriani, considering different seasons, types of exceptional events, and related carrying capacity. To carry out this task, the Consultant will need to collect the transport demand and supply data for all major transport modes (with a focus on public transport system and non-motorized transport) in the Project Area and conduct a benchmarking exercises to analyze the strength, weakness, opportunities and threats (SWOT analysis) of the urban transport system in the Project Area.
- b. Identifying effective and cost-efficient measures to overcome the identified challenges. These measures should be people oriented, not traffic oriented, and should focus on a holistic approach that integrates all transport modes (integrated multimodal urban and ski-resort transport planning).
- c. Developing scenarios and policy options, as defined below. The scenarios are intended to help stakeholders better understand the likely combined effects of different interventions. Each scenario should allow assessing the consequences of current trends, measures already programmed, and new policy and investment choices (e.g. pedestrianization of certain streets or areas of Bakuriani, parking and bus station locations, etc.). To develop the scenarios the consultant should consider:
 - i. Alternative scenarios (at least 3) resulting from the choice of different policies and investment interventions at two levels:
 - ii. A business as usual scenario, which described the development if actions that are already programmed are implemented.
 - iii. A growth scenario, which describes the future development and growth of Bakuriani and actions and solution to address issues that may arise from this growth, particularly in relation to the upcoming international ski events and ski tourism, including “shock scenarios” of peak capacity, hot spots and emergencies.;

30. In line with the details in Annex 3, the mobility assessment should include analysis of the following, but not be limited to:

- How is the effectiveness of mobility grid in Project Area and Study Area and is it responding to community and tourists needs? What are the focal gaps related to this?
- Does this mobility grid link all territorial elements together?
- Is the present transport system correspond to the sustainable principles of urban transport? In particular, is the system accessible and how is the interconnectivity with public transport, and with individual transport, for example, is it easy for people for park & ride, bike & ride, walk around Project Area? Are parking facilities (car/bike) adequate and properly located? Is the zoning policy supporting multimodal planning? Is transport facilities integrated for seamless connections/transfers? What are the policy and physical interventions needed to improve accessibility and interconnectivity?
- Location of Bus stops, municipal transport routs and optimum number of municipal transport, shuttle bus routes etc.
- Location of Municipal transport stations/hubs (garbage truck, snowplow, etc.)
- What are other features in the topographic and urban structure of the Project Area that should be considered as challenges to be addressed while optimizing the urban transportation system?
- According to the analysis and mapping of parking facilities/services, how much they influence in the traffic congestion in the study area? In other words, what will be the mode shift if public transport and non-motorized transport are more accessible?
- Transportation system analysis may include: Analysis of spatial typology of transportation roads referring to different layers such as hierarchy, Georgian Street Codes, physic quality such as roughness of pavement, traffic level, the interconnectivity among road transport by car, public transport, cycling and walking, etc.

31. Based on the results of the mobility assessment, and taking into consideration the data collected through the traffic and transport survey, the Consultant shall propose a **mobility strategy** that has in focus how to optimize vehicular-pedestrian interchanges and improve multi – modal mobility in the study area by reducing congestion in the Project Area and make it more pedestrian friendly, proposing both physical interventions and policy regulations. Moreover, the Consultant shall propose parking facilities (if not defined by land use masterplan or required additionally to already suggested ones) that facilitate accessibility and are well connected/integrated with the mobility network, shuttle routes from parking areas to Bakuriani must be considered and propose management measures, which the municipality must undertake to manage the traffic especially during high season. The Consultant will produce a mobility plan in the form of a written report, including maps and schematic sketches (but not be limited to):

- (i) Propose a mobility plan that reduces traffic congestion in the Project Area and increases accessibility of tourists in attraction points and viability of residents;
- (ii) Propose an integrated system of parking facilities, that facilitates the needs of both tourists and residents;
- (iii) Propose non-motorized transport planning for the Project Area, encouraging modal shift and drive people away from cars and onto public transport, walking and biking or alternative transportation vehicles that are environmental friendly;
- (iv) Provide service and accessibility for children/elderly people with disabilities etc. (E.g. electric shuttles etc.); ensure that all designs (for sidewalks, streets, parks, etc.) consider continuous accessibility for persons with disability, strollers, elderly, etc. in compliance with Georgian regulations and good international practices;
- (v) Identify and propose technical measures to improve the road infrastructure standards (e.g. sidewalks, bicycle lanes, etc.);
- (vi) Propose bus stations, rental bicycle stations, port “station” for public and municipal service transport, taxi station etc. all interlinked, in order to provide to the tourist optional transfer system.
- (vii) Simulation on pedestrian, cycling and vehicle movement

32. The urban survey and assessment should aim at confirming and expanding the stocktaking exercise conducted under Task 1. As such it should involve field visits and consultations with key stakeholders (e.g. municipality, Mountain Resort Development Company, private sector and representatives of the community). The urban assessment should include the following, but not be limited to:

- Analyzing existing territorial conditions such as land use, provision of services and amenities and other analysis of environmental, social, economic and cultural issues of “Project Area” with a specific focus on the exceptional features on the project area, its different zones, road and pedestrian networks;
- Assess the relationship and connectivity among the different zones within the project area and how they relate to Bakuriani and define the respective functional vocation and role. Identify areas in Bakuriani, that require urban upgrading and where interventions would be aligned with other MDF projects (tourism-oriented).
- Assess and map all the available data relevant to the population residing, touristic flow and trend, landmarks the economic activities taking place in the project area and each of its distinctive zones.
- Identify key focal public spaces, gathering locations and recreational/tourist sites for tourist and residents within the town. This should include existing

tourist sites and potential tourist/recreational sites. Analyze and propose solutions to interconnect public gathering spaces.

- Assess and identify how the cultural (e.g. archeological sites (if any), cultural monuments, and other remains – structures from the communist period, etc.) assets and town landmarks can be better integrated as part of the urban upgrading of the resort and inner-town tourism circuit. In doing so, identify assets, landmarks and urban systems with the highest potential to be mobilized/leveraged to create a sense of urban identity and livable urban center (currently missing in Bakuriani).
- Analyzing the multiple interactions between the study area and the project areas (e.g. touristic circuits within the town), so as to ensure that the interventions proposed under Task 3 take into consideration the broader urban context.
- Identify and map key urban challenges that are affecting Bakuriani in consolidating as a tourism destination and livable town, such as environmental and visual pollutions, physical quality of the urban environment, chaotic areas and disconnections.

33. In addition, as part of the urban survey and assessment the Consultant should also review how other cities with similar settings have dealt with similar urban mobility, public spaces challenges and identify – and based on the information develop unique solutions addressing issues in Bakuriani. The Consultant should also review through field visits and consultation with the municipality issues of land ownership and use, to do an initial safeguard screening (for the potential investments under the project) and to start identifying potential areas where future visiting facilities and public transportation (e.g. parking, bus station) can be located. Finally, it is the responsibility of the Consultant to make himself familiar with the planning and regulatory documents that apply in the study area, as well as any restriction for investment categories related to protected natural and cultural areas.

34. The Consultant shall consider, while undertaking Task 2, to identify and propose options that seamlessly integrate/connect different travel modes in the study area (special focus on the Project Area), including parking facilities and other management measures.

35. In addition, the Consultant shall develop this task considering all planning documents which include Borjomi Municipality territory and its surroundings on their substance. Moreover, conduct consultations with technical and economic agencies and relevant stakeholders.

36. There shall be regular interactive discussions and reporting between the Consultant team and the Client (including the beneficiary municipality and Mountain and Resort Management Company) to exchange concepts and ideas

in order to make sure that mobility plan, including parking and traffic management are in line with the guidelines and regulations operating by law in the study area. Documents will be additionally reviewed by the World Bank and their comments will be provided to the Consultant. After clearing the comments from the MDF, the World Bank and obtaining approval of the deliverables of Task 2, the Consultant may proceed in Task 3.

37. The plan(s) can be considered as final after receiving written endorsement from the World Bank. MDF will serve as a liaison between the Consultant and the Bank to ensure effective communication.

38. Deliverables:

a. **Urban field study and assessment and mobility study and assessment summary** report. The report should summarize the main observations of the urban field assessment and the mobility assessment, and the initial consultations with stakeholders conducted by the consultant. The report should include maps, pictures, etc. resulting from the urban field assessment and from the mobility assessment. It should also contain reference and description of case studies with sustainable urban mobility options of similar cities around the world.

b. **MMTM Strategic Plan**, in line with the elements listed in Annex 3, with mobility and traffic management plans to promote intermodality, public transport, walking and cycling, focus on improving the quality of life and environment, in the form of a written report, including but not limited to a bundle of measures such as urban space and structure, organizational requirements, pricing policies/regulative measures, communications, infrastructure improvement for better readiness of results of the work conducted.

Validation Report: In form of a written report, the Consultant shall record/reflect the discussion and results of the consultations process and rationale conducted for the final deliverables (vis a vis other options that were considered, but not selected).

Task 3: Development Vision, Urban Upgrading Design Concepts (UUDC) and Validating and Identifying Investment Program for the Study Area

39. Based on Task 2 and in line with the agreed **MMTM Strategic Plan** and LUMP, the Consultant shall formulate the **Development Vision** for the project area and propose at least two schematic (ranked) alternatives for **Urban Upgrade Design Concepts**, to achieve the vision. *The Urban Upgrade Design Concept of Bakuriani must give a general response to every issue/problem which has derived from the urban and mobility assessment and consider the mobility plan; define the function and development of precincts zones as their linkages with each other, in the*

fulfillment of the development vision. The Development Vision must be comprehensive, measurable, clear, effective and achievable. Meantime, the vision maps/sketches must present a clear idea of the strong territorial elements, main development poles and new proposals. Each alternative should be accompanied by a short brief, together with an overall summary note including the recommendation for the top ranked Urban Upgrade Design proposed for selection on technical ground, for discussion and preliminary agreement with key stakeholders, the beneficiary municipality, technical and economic local agencies and other relevant stakeholders identified by the Client.

40. There shall be regular interactive discussions and reporting between the Consultant team and the Client to exchange concepts and ideas in order to make sure that the proposed development vision and the integrated urban design concepts are in line with the PDO and developed considering the guidelines and regulations operating by law in the study area. The development vision and the integrated urban design concepts shall be evaluated by a technical committee (from MDF, beneficiary municipality) to carry out at the *Stakeholders' Consultation Workshop*.
41. The Client provided reference list of materials/regulations (*see AVAILABLE INFORMATION paragraph*) shall be considered (without being limited to) by the Consultant while developing this assignment. The urban center of Bakuriani is an area of high intensity, representing important values for the town and should be highly considered while developing this assignment.
42. Upon validation of the *Development Statement* and *Urban Upgrade Design Concept* for Bakuriani, the Consultant will identify and propose a prioritized **list of specific investment projects** that support the implementation of the vision and selected urban design concept. *The Consultant shall conduct and apply clear prioritization and selection criteria based on strong technical, financial, safeguard and sustainability elements for the proposed investment program aiming to meet the following objectives:*
 - i. *Generate fluid accessibility and circulation, define a tailored and functional road infrastructure system that integrates all sorts (e.g. main roads, bicycle trails, pedestrian routes, railway routes, green routes, parking spaces etc.) of transportation together, to improve the quality of life of citizens and seasonal tourists. This may include improvements (based in the mobility plan) of junctions/roundabouts, town accesses and intermodal nodes, and other traffic pressure points in the urban area of Bakuriani. Moreover, provide parking spaces connecting with public transport stations for inhabitants and tourists to facilitate the accessibility and interconnectivity in the study area. Propose construction of supporting infrastructure elements*

such as multi – modal terminals, bicycle stations, bus stops, bus stations, etc. supported by the proper way findings/orientation system.

- ii. *Infrastructure Improvements by regenerating the physical state and meeting the required standards for a functional/fluid mobility in the project area:* This may include streets upgrading in the urban center of the town with vehicular/pedestrian accessibility and biking lane assuring connectivity between Project Area and nearby areas; improve accessibility and quality of green spaces, public spaces, recreational areas, other attractions etc.; upgrade with urban furniture (e.g. relevant lighting system and establishment of the proper wayfinding system).
- iii. *Upgrade and regenerate zones/areas:* In order to define the character of the town, its necessary to value and interpret properly all the unexploited assets and generate new attraction poles in the town for domestic and international tourists. This may include improvements and regenerating existing and propose the development of a system of green routes/parks, public spaces and recreational areas. Provide supportive facilities, by using environmental friendly materials.

43. The above-mentioned objectives should take into consideration the incorporation of place-making principles, in particular when dealing with the rehabilitation of public spaces.

44. The Consultant then shall look into the practical side of project proposals, by considering and outlining the land ownership, requirement for land acquisition or resettlement, and any other major constraints. The Consultant shall identify and propose investment projects with minimum social and environmental impacts and requirement for land acquisition and resettlement. In addition, the consultant should take into account the level of project readiness (i.e. if designs or concepts are already available) and the project timeline. The process of prioritization for Bakuriani Urban Upgrade and for mobility plan of Bakuriani-Mitarbi (with surrounding areas) should include (without being limited to):

- ☒ *Prioritized list of proposed investment projects with a phased action plan* (short, medium and long term), which should take in consideration the available documentation and the need of further studies and surveys. Drawing on international best practices, the Consultant shall propose and apply a methodology for prioritization and categorization system for projects (e.g. priority investments, revenue generating investments, investments amenable for private sector transactions, etc.).
- ☒ *Indicative costs to implement the identified infrastructure projects.* This output is expected to be used for the selection and prioritization of urban upgrading and infrastructure projects during the plan implementation stage.

- ✘ *Initial safeguards screening*, such as identifying environmental issues, potential impacts on private land or assets (verified with national cadaster, local government, and potentially affected persons on site), temporary or permanent disruptions to local community, businesses and/or tourists and how these can be minimized or mitigated.
- ✘ *Recommendations on the packaging strategy of investment projects based on location, size, types and phasing of proposed investment projects*;
- ✘ **Develop project briefs**: Briefs will include: (i) project name and description, (ii) project rationale and justification with reference to the Urban Upgrade detailed design scheme, (iii) project maps with boundaries and concept schemes, (iv) relevant design and spatial analysis, showing how the projects fits to the natural context, (v) socio economic analysis and cost benefit analysis;(vi) identification of cultural heritage assets (i.e. which requires special interventions and approvals from related agencies); (vii) identification of social and environment safeguard issues (i.e. requirements for acquisition and resettlement, land ownership, etc.) that will enable the Client to conduct safeguard screening and design of resettlement programs and acquisition of land if required (including land ownership, acquisition and resettlement requirement); and (viii) preliminary cost estimates; and,
- ✘ In consultation with the Client, develop a tentative list of investment projects for preliminary designs.

45. There shall be regular interactive discussions and reporting between the Consultant team and the Client to exchange concepts and ideas in order to make sure the proposed investment projects are feasible and practical. The submitted long list of investment projects will be evaluated by the Client and the prioritized list needs to be deemed acceptable to the Bank for financing. Only then will the Consultant be allowed to proceed to Task 4 – to carry out the preliminary designs for the selected list of investments.

Stakeholders' Consultation Workshop

46. Validation of the Development Vision and selection of the proposed Urban Upgrade Design for the project area will happen through a **Stakeholders' Consultation Workshop** to be organized in coordination with, with participation of representatives of the concerned local and central authorities as well as local civic, social, environmental and business organizations. Considering the main focus of this assignment, it is important to include also an expert in transport and urban planning.

47. *Finalize the Development Vision and Urban Upgrade Design Concept* for Bakuriani, considering the inputs by the MDF identified during the Stakeholders'

Consultation Workshop, by producing a final version in the form of a written report and define:

- ☒ *The development vision for the entire project area* (social, cultural, civic and economic dimensions) and how this contributes to meeting the needs and facilitating the activities and movement of its resident population and its visitors (national and international tourists).
- ☒ *The role of each zone* of the study area within the overall development vision and the *measures* (e.g., regulations, public initiatives, incentives) and *actions* (e.g., development investments, events) that can facilitate the achievement of their envisaged role. Moreover, the role of each zone will be formulated based on their constitutive elements such as *public spaces* (plazas, green parks, pedestrian areas etc., pedestrian trails.), *services* (rest areas, tourist information centers, parking) and *activities* (recreational, cultural, sports, commercial etc.).

48. These elements should be described concerning: (i) their detailed nature and scope; (ii) their mutual relations; and (iii) their ranking in terms of relative importance.

49. The presentation of the spatial organization of the physical and functional relations among the various zones as well as the constitutive elements of each zone, including identification of priority investment projects candidate for financing, should comprise maps at 1:10,000, 1:2,000 and 1:500 scale for unique projects of high relevance (e.g. landmark plazas, roundabouts, urbanscape details, parking facilities, etc.).

It will also document the visioning process, consultations and rationale for comments and selection (vis a vis other options that were considered, but not selected).

50. Deliverables: The following 3 (three) deliverables are required as part of Task 3;

1. Proposed development vision, alternative urban design concepts and proposed integrated urban design concept;
2. **Consultative stakeholders' Workshop:** A PowerPoint Presentation, to present the Development Vision, 2 alternatives Urban Upgrade design concept. The Consultant might consider the use of supportive materials that helps in understanding and visualizing better the concepts for the proposals;
3. **Final Development Vision and Urban Design Concept** report, focusing on the project area and each of its zones. The Vision Statement and related Urban Design Concept should be in the form of a written report with maps and sketches and should encompass all the relevant *social, cultural, political, administrative, managerial, financial, physical and environmental dimensions*. In order to justify and support the selected Integrated Urban Design Concept, the report will include also a description of the visioning

process and possible alternative concept designs that were not considered. Moreover, they should identify the physical, social, historical and cultural characteristics that can contribute to *branding* Bakuriani, for the domestic and international tourism markets. The urban design concepts should also be founded on results from the mobility and urban assessment under Task 2 and seek to initiate and contribute to the implementation of the mobility plan.

51. The results of the above process will be presented in a **report on the overall investment program**, including *the methodology for prioritization and categorization system for subprojects*, and completed with appropriate **investment project briefs for selected investments**. The latter should indicate, without being limited to:

- (i) Location maps in relation to the study area boundaries and zone;
- (ii) A phased action plan and the indicative costs to implement the identified priority investment projects;
- (iii) Their possible procurement packaging based on location, type, size, costs and phasing etc.;
- (iv) Their possible social and environmental safeguard screening requirements (e.g., unclear ownership, requirements for land acquisitions and resettlement), environmental protected areas, environmental vulnerability of investment areas;

52. **Validation Report:** In form of a written report, the Consultant shall record/reflect the discussion and results of the stakeholder and Client consultation, the visioning process, consultations and rationale for selection (vis a vis other options that were considered, but not selected). The participation of the international key staff is necessary in the stakeholder workshop and is considered part of the deliverable. The Consultant is responsible for all the related expenses to organize for Stakeholders Workshop.

53. **Overall Investment Program Report** will be considered as final only after MDF obtains the Bank's clearance on the proposed investment packages (long and short lists). Following the Bank's review/concurrence the Consultant can proceed to Task 4.

Task 4: Preliminary Concept Design, Guidelines and Preliminary Estimates for Selected Investment projects.

54. Based on *the agreed-upon list of investment projects selected for preliminary concept design* by the Client, the Consultant shall develop preliminary conceptual designs for investment projects to be carried on appropriate updated and reliable documentation. The intention for the preliminary design is, in part, to assist the Client in assessing the feasibility and to confirm the value for the

final selection of projects for *Task 5(Detailed Design)*. This shall include, but not be limited to:

- ☒ Preliminary architectural concept designs *for each specific selected* investment project in the area, such as buildings, streets, public urban spaces, parking areas etc. (*e.g. Sketches and conceptual drawings, 3D Visualization*) ;
- ☒ *Layout and relevant sections/elevations/details* at appropriate drawing scale (eg. 1:500 – 1:200) The drawings should be presented in the proper scale (e.g. for accurate details should be from 1:1- till 1:25, for infrastructure and buildings should be at 1:100 etc.) to assure readability and technical accuracy. Showing the spatial and functional characteristics of the interventions and its integration in the urban/natural context. *The drawings of urban fittings can suggest standard appropriate features available in the market, with suppliers' designs and details at appropriate scale or replaced by images of fittings available in the market and installed in other cities;*
- ☒ Approximate cost estimations for each of the selected interventions.

55. The Consultant shall package the selected investment projects, based on location, size, type and similarities of works, accessibility, investment costs, amount of selected investments projects (works) and recommend to the Client the implementation plan of the packages of works. The Consultant and the Client will agree, depending on the type and amount of the works, on how many works packages contracts are needed to assure procurement efficiency, and approve their implementation plan for project area.

56. There shall be regular interactive discussions and reporting between the Consultant Team and the Client to review and meet the required standards for **the preliminary concept designs and estimated costs** for each investment project. Documents will be additionally reviewed by the World Bank and their comments will be provided to the Consultant. All submitted investment project briefs, also the packaging and implementation plan of projects will be evaluated and approved by the Client. After clearing the comments from the MDF, the World Bank the Consultant can proceed to *Task 5*.

57. **Deliverables:** The Consultant will deliver as result of the above task, the following:

1. Each selected investment project dossier shall include: **preliminary project designs, technical report, preliminary cost estimates** related to the selected investment and procurement activities (*also as following as specified in Task 5*);
2. **The implementation plan**, in the form of a written report, shall reflect the implementation schedule of works packages and rationale used to

package the selected investment projects into the approved amount/number of works packages.

58. Both deliverables must be reviewed by and agreed with the Bank, before the Consultant proceeds to step 5.

Task 5: Detailed Designs

59. Based on the agreed-upon preliminary project designs for the selected investments projects selected under *Task 4* by the Client, the Consultant shall develop, but not limited to:

1. Surveys and Review of Preliminary Designs: to determine detailed project scope and delineate specific project boundaries. This may include activities such as, but not limited to (i) reviewing the design and drawings from the Preliminary Project – Ideas past consultations and reflect necessary modifications/comments to these drawings and specifications where necessary; (ii) conducting field surveys, land survey of sites, including topographic and architectural surveys of the concerned areas, roads and buildings, measured drawings of buildings/ facades identified for detailed designs if needed; (iii) data collection, detailed investigations/evaluations and analysis for detailed design; (iv) Borehole investigations for soil required (geology study) for foundation designs.

In any case, The Consultant should consider the review of existing projects identified on the previous stages and selected to be included in the final list of investment projects, reflect necessary modifications and specifications necessary to fulfill the required design standards as per designing manuals.

2. Detailed Designs: This includes all works required with the aim of producing a completed set of bidding documents. This include but are not limited to: (i) prepare detailed designs (architectural, engineering, lighting, landscaping, drainage etc.) including all necessary data collection, surveys and analysis to cover all aspects of detailed design; (ii) technical specifications, (iii) technical reports; (iv) bills of quantities – BoQs (priced and unpriced), (v) work schedule and bidding documents preparation. The detail design drawings will be prepared on the basis of approval of preliminary concept designs.

3. Specific Approvals: *The Consultant shall prepare necessary documents and detailed drawings for Local Authority approvals and any other approvals required in the process. The required approvals shall be identified in the work plan and executed by the Consultant. The consultant is responsible to update drawings of provide any additional documents if it is required to obtain project approvals and building permits.*

Environmental and Social Requirements:

- 60. In case of the proposed investment project is subject to Environmental Impact Assessment (EIA) in accordance with the national legislation and/or the World Bank's safeguards policy:** This includes all works required with the aim of producing a completed set of environmental documentation required for obtaining of Environmental Decision by the State authority. EIA will be conducted by the Consultant with prior written consent of the Client in case if EIA is required for individual investment according to the Environmental Impact Assessment Code of Georgia or/and World Bank safeguard policy. The Consultant shall prepare a Scoping Report, EIA report and a full package to submit to the Ministry of Environment Protection and Agriculture of Georgia, in accordance with the Environmental Assessment Code of Georgia to gain Environmental Decision.
- 61. In case the State Authorities or/and WB finds shortfalls in the submitted EIA report, Scoping Report or other documentation as required, the Consultant shall immediately address received comments and re-submit the revised documents to MDF. Documents will be additionally reviewed by the World Bank and their comments will be provided to the Consultant. The Consultant must update their documents corresponding to the WB remarks.**
- 62. The consultant shall identify whether the mobility plan is subject to Strategic Environmental Assessment in accordance with the national legislation. In case it is a subject to SEA, the consultant shall prepare relevant documentation (screening, scoping, SEA report). Reports will be reviewed by the World Bank.**
- 63. Specific Approvals:** *The Consultant shall prepare necessary documents and detailed drawings for Local Authority approvals and any other approvals required in the process (I.e. approvals from agencies such as Agency of Protected Areas, etc.). The required approvals shall be identified in the work plan and executed by the Consultant.*

Environmental requirements in case if the proposed investment project is not subject to EIA

- 64. In case if the proposed investment project is not subject to EIA and issuance of Environmental Decision by the State authority, the Consultant shall submit the following information:**
- Topographic, geological and hydrogeological information (description of relief, geology and soil, based on archive data and as a result of visual survey; information regarding existence or probability of hazardous geological processes, necessity for conducting of explosive works; depth of location of ground water etc.);

- ☒ Vicinity to the river or other surface waters (lakes, channels, etc.);
- ☒ Potential sites and landfills for disposing excess material (mud, soil, rocks) and construction waste, brief description (including cadastral information) and maps of suggested sites;
- ☒ Location and distance to the nearest licensed quarry for mining of the natural construction material;
- ☒ Review all existing underground and surface communications within the project corridor;
- ☒ Land ownership and land utilization issues: a) Cadastral data on the project implementation site. b) Formally attested information whether the project impacts on privately owned, or leased land plots or not (temporal disturbance; loss of the part of the land plot or whole land plot by the owner; loss of the property being on the land plot; loss of income etc.);
- ☒ Brief social-economic information on surrounding area;
- ☒ Description of vegetation and flora species in the project area. Identification existence of Red Listed species based botanical and zoological surveys. In case of trees/bushes cutting will be required, name of tree species (Georgian and Scientific) and quantity should be specified;

65. Based on the submitted information and with the Consultant's assistance, the Client will prepare site-specific safeguard instruments, such as ESR or a self-standing ESMP, disclose them through MDF's web page and hold public consultations. The Consultant may be asked to incorporate public feedback into the design documents as necessary.

66. ESRs and ESMPs will be part of tender documents for the provision of works and their implementation is mandatory for construction contractors. The Consultant will be responsible for monitoring compliance of contractors' performance with the site-specific ESRs/ESMPs.

67. Consultant is required to regularly provide work in progress documents upon MDFs requests.

68. Documents must be officially delivered in two submissions. After First submission MDF will officially provide remarks and comments, which must be corrected before Final submission. Full list of documents must be delivered on both submissions.

Social Requirements

69. In the process of design, the Consultant shall ensure that the impacts on private properties were minimized or/and avoided maximally. In case of the impacts on the private properties are inevitable, the contractor company shall reveal potential project affected properties at the initial stage and inform the Client.

The Consultant is responsible to carry out detailed studies within the affected corridor: identifying project-affected land plots; verifying status of land parcels (registered in Public Registry; unregistered legalizable; unregistered non-legalizable; state owned and other), rechecking/verifying land status and request land status recognition document as with representatives of local government as well as at National Agency of Public Registry to recognize exact size of land plot, preparing measurement cadastral drawings and dividing drawings in case of partial acquisition of the land, conducting the first stage registration of impacted land parcels and dividing (and register) them according to the original ROW. Already divided and properly registered land parcels shall be provided to the MDF stage by stage. Additionally, provide to MDF cadastral drawings for State land registration.

The consultant shall ensure minimum disruption and address any issues arising during design and construction works (noise, dust, safety, access to properties, etc.); Additionally, the consultant shall manage and report on grievances in collaboration with the MDF grievance focal point (ensuring that GRM information is available, that grievances are recorded, following up to make sure they are resolved, including summary and status of grievances in quarterly reports, etc.;

PREPERATION OF BIDDING DOCUMENTS

70. The bidding documents shall be finalized based on the Client's comments on the detail designs, by incorporating all the comments, revisions, and packaging strategies. The Consultant shall advise on suitable packaging for all identified contracts. Bidding documents and drawings shall be prepared in a way that is sufficient to invite bids.
71. **Packaging and Contract Documentations (for bidding):** The Consultant is expected to provide support to the Client in: (i) contract packaging and management based implementation plan; (ii) preparation of bidding and contract documents (in accordance with the current version of the World Bank's Standard Bidding Documents for the Procurement of Works, and including abbreviated specifications of the work to be performed, forms, invitations to pre-qualify and draft advertisements); and (iii) assist the Client in bidding and contractor selection process and bidding evaluation.
72. The bidding documents will be made with reference to the tender drawings and shall contain, among other things, the following sections: Instruction to bidders, Standard forms (contract), Condition of contract, form of bid and qualification information, Bidding data and Contract data, Technical Specifications, Bills of Quantities, Drawings, Standard forms (Bid).

73. There might be several packages of works which include all prioritized investments. The exact amount of work packages will be agreed between the Consultant and the Client, depending on the type and amount of the works, and in order to ensure procurement efficiency.

Deliverables: The Consultant will deliver the work packages based on the scheduled implementation plan approved by the Client, and each will include for each investment project: (i) a detailed design dossier; drawings plans/sections/3D views/details/specifications/BoQs developed on accurate survey and presented using the best design standards and practices; and (ii) bidding documents ready for the bidding process financed by the RDP3 and in coordination with the Client.

OTHER RESPONSIBILITIES

74. The Consultant shall conscientiously fulfill, to the highest professional standards, the role that they have been assigned to play. It will be the Consultant's responsibility to ensure that all intended outputs are delivered in the most efficient and effective manner ensuring value for money at all times. The Consultant will ensure that all outputs are delivered on time, within the budget and to the highest standards.

75. The Consultant shall develop all projects detailed designs dossier based in the national and international design guidelines (etc. design guidelines for roads, buildings etc.), in order to achieve the highest design standards.

76. The Consultant shall perform *all engineering, architectural works; quantity surveying, environmental, cultural, social, economic analysis and related works* described so far in the TOR, to support the achievement of the defined project objectives and deliverables and taking into account the requirements of the Client.

77. The Consultant shall review all available documentation on the project and shall be solely responsible for the analysis and interpretation of all data received, for the conclusions they reach and the recommendations they make.

78. The Consultant shall assist the bid evaluation committee in evaluating technical aspects of the offers and prepare a report for further consideration by the Client.

79. The Consultant shall clearly define the project boundaries and areas of interventions for each selected investment project that will be under the scope of the detailed design process. The engineering and architecture design shall take into account to incorporate road safety, accessibility standards (e.g. for disabled people etc.), describe urban fixtures, lighting design, greenery, etc.

based in the road design guidelines in order to complete the project to the highest standards.

- 80. The engineering and architecture design shall take into account the need for “smart” and effective (technical and esthetic) solutions and use of construction materials that durable and easy to operate and maintain. The final choice for proposed construction/rehabilitation shall be based on technical and financial analyses of alternative designs, and on the opinions of the district engineers, and in consultation with the Client.
- 81. Consultants are encouraged, where appropriate, to support the wider economic development of the country by using locally available materials and human resources.
- 82. Consultants are encouraged, where appropriate, to support and introduce solutions that drive the development of smart town infrastructure. The engineering and architecture design shall take in account the need for introducing the use of urban informatics and technology (information and communication technology (ICT) and Internet of things (IoT)) to improve the efficiency of services and meet residents' needs and increase quality of life.

IMPLEMENTATION TIMEFRAME AND DELIVERABLES

83. The implementation schedule for the design services (Tasks 1-5) under this assignment will be carried out by the Consultant in **9 months** according to the implementation schedule and will comprise 5 (five) tasks. The Consultant shall engage key design members to be retained to work with the Client on overall design and quality assurance during the implementation stage.

The Consultant will be contracted for the design services under a lump sum contract.

84. The following list of *key deliverables and milestones* serves as a guide for the consultancy. The Consultant Team is expected to propose **a work plan** outlining project sub-tasks (e.g. additional internal review/consultation sessions) and refine the timeline to meet the objectives of the assignment effectively, for client’s agreement:

No.	Deliverables / Services	Format	Timeline for submission of deliverables	Payment Schedule

1.1	Inception Report, Work Plan and Engagement strategy for stakeholders.	<ul style="list-style-type: none"> ☒ 6 printed reports in A4 size. ☒ An electronic copy of reports. 	Within 1 month of award of contract, including a review with the Client and relevant stakeholders and incorporation of comments into a final version.	
Task 1 (the payment will be made upon submission and acceptance of Task 1 deliverables)				5%
2.1	<p>Urban assessment and mobility assessment summary report (that looks on how to optimize vehicular-pedestrian interchanges and improve accessibility in the Project Area for both tourist and residents)</p> <p>Develop a MMTM Strategic Plan that has in focus how to optimize vehicular-pedestrian interchanges and improve multi – modal mobility in the project/study area by reducing congestion in</p>	<ul style="list-style-type: none"> ☒ 6 printed reports in A4 and/or A3 size, plans in A1, A0, etc. ☒ An electronic copy of all reports/docs, plans and related CAD, Excel, Word, PDF etc. files. ☒ Including a PowerPoint presentation. 	<p>2 months after receiving comments on the Inception Report from the Client.</p> <ol style="list-style-type: none"> 1. 1 month after starting to work on Task 2, the Consultant shall deliver the urban and mobility assessment report. 2. After receiving approval for the urban and mobility assessment report, the Consultant will start to develop the mobility plan. <p><i>*The Consultant should conduct at least 1 consultation processes with the Client and relevant stakeholders.</i></p> <p><i>*The Consultant should conduct relevant consultations processes with the Client and relevant stakeholders.</i></p> <p><i>* This stage will include a final presentation review with the Client and relevant stakeholders.</i></p> <p><i>* The Consultant will incorporate comments into the final versions of deliverables</i></p>	

	<p><i>the Project Area and make it more pedestrian friendly, proposing both physical interventions and policy regulations.</i></p> <p><i>Screening, Scoping and SIA report for Strategic Environmental Assessment (if necessary)</i></p>		<p><i>and have the endorsement of the Client to proceed to Task 3.</i></p> <p><i>*Report of Validation</i></p> <p><i>Taking in consideration that the whole Task has to last 2 months.</i></p>	
<p>Task 2 (the payment will be made upon submission and acceptance of Task 2 deliverables)</p>				<p>10%</p>
3.1	<p><i>Development Vision and Urban Upgrade detailed design scheme for Bakuriani.</i></p>	<ul style="list-style-type: none"> ☒ 6 printed reports in A4 and/or A3 size, plans in A1, A0 etc. ☒ An electronic copy of all reports/docs, plans and related CAD, Excel, Word, PDF etc. files. 	<p>2 months after receiving comments on Task 2.</p> <p><i>*The Consultant should conduct at least 1 consultation processes with the Client.</i></p>	
3.2	<p><i>Identify the investments projects for Bakuriani with an assessment of the technical, economic and social conditions of</i></p>	<ul style="list-style-type: none"> ☒ 6 printed reports in A4 and/or A3 size, plans in A1, A0 etc. ☒ An electronic copy of all reports/docs 	<p>1 month after receiving comments on Task 2 from the Client.</p> <p><i>The Consultant should conduct at least 1 consultation processes with the Client.</i></p> <p><i>* This stage will include a final presentation review with the</i></p>	

	<p><i>feasibility, based on consultations with the Client and relevant stakeholders with estimated costs, scope of work and design briefs.</i></p>	<p>, plans and related CAD, Excel, Word, PDF etc. files.</p> <ul style="list-style-type: none"> ☒ A PowerPoint presentation. ☒ Cost-benefit analysis. Feasibility and preliminary management strategy. ☒ Initial report on safeguards screening (such as impact on land acquisition resettlement etc.) Initial Report on impact on environment, etc. relevant to the study area. 	<p>Client and relevant stakeholders. <i>_Report of Validation</i></p> <p><i>* The Consultant will incorporate comments into a final version and have the endorsement of the Client to proceed to Task 5.</i></p>	
3.3	<p><i>Stakeholders Consultation Workshop</i></p>	<ul style="list-style-type: none"> ☒ A PowerPoint presentation. ☒ Presentation materials (e.g. posters, etc.) if valued necessary for the process. 	<p>1.5 month after starting to work on <i>Task 3</i>.</p> <p><i>* This stage will include a final presentation review with the Client and relevant stakeholders.</i></p> <p><i>* The Consultant will incorporate comments into</i></p>	

			the final version and have the endorsement of the Client to proceed to Task 4. *Report of Validation	
Task 3 (the payment will be made upon submission and acceptance of Task 3 deliverables)				20%
4.1	<p>Preliminary designs for selected investment projects in Bakuriani. This should be carried out based on updated documentation and accurate drawings and surveys with preliminary estimated costs.</p> <p>Screening and Scoping Reports (if necessary)</p>	<ul style="list-style-type: none"> ☒ 6 printed reports in A4 and/or A3 size, plans in A1, A0 etc. ☒ A PowerPoint presentation. ☒ An electronic copy of all reports, plans and related CAD files 	<p>1 months after receiving comments on Task 3 from the Client.</p> <p><i>The Consultant should conduct at least 1 consultation processes with the Client, which will be reflected in the written Reports of Consultation/ Comments.</i></p> <p><i>* This stage will include a final presentation review with the Client and relevant stakeholders. _Report of Validation.</i></p> <p><i>* The Consultant will have the endorsement of the Client to proceed to Task 5.</i></p> <p>If based on screening report Environmental Conclusion will be issued on conduction of EIA, scoping report of selected investment project shall be submitted to MDF within 10 days after issuing of conclusion by the Ministry Environment Protection and Agriculture</p>	
Task 4 (the payment will be made upon submission and acceptance of Task 4 deliverables)				30%

5.1	<p><i>Detailed designs with technical specifications and reports, BoQs, work schedule for selected investment projects, mobility plan (roads and related infrastructure), above ground communications (electricity, lamp posts, etc.) and underground communications (drainage, etc.) for project area.</i></p> <p><i>Draft EIA Reports (if necessary)</i></p>	<ul style="list-style-type: none"> ☒ 6 printed copies for each project, in A4 and/or A3 size, plans in A1, A0 etc. ☒ An electronic copy of all reports, plans and related CAD, Excel, Word, PDF etc. files. ☒ The package of documents and related documents will be submitted as per bid requirements and in line with World Bank Guidelines. 	<p>The detailed design task will commence after receiving comments and approving the final deliverables of Task 4.</p> <p>The detailed design of the overall approved list of selected investment projects will be delivered into the approved amount of works packages by the Client in 3 months together with EIA reports (if necessary)</p> <p>The detailed design task will be conducted by the Consultant based on the implementation plan approved by the Client.</p> <p><i>*The Consultant should conduct at least 4 consultation processes, or more if required by the Client, depending on the amount of packages of works.</i></p>	
5.2.1	<p>Specific approvals incorporated into the final version of detail design project and documents.</p>	<p>The Consultant shall prepare the required documents and project dossier as requested by law to obtain approvals. Follow the process as required.</p>	<p>The consultant firm must obtain special approvals for each investment project (if deemed necessary).</p> <p><i>*The Consultant should justify by written report when it is not necessary to obtain special approvals for specific investments.</i></p>	
5.2.2	<p><i>Environmental and Social Impact</i></p>	<ul style="list-style-type: none"> ☒ 2 printed copies for each selected project, signed 		

	Assessment Reports (if need)/ Environmental and Social Management Plans	and sealed, including necessary certificates/licenses, upon clearance, subject to changes required by permitting authority. <input checked="" type="checkbox"/> An electronic copy of all reports in Word, PDF etc. files	*The Consultant shall obtain the approval of the report from MDF (Environmental Unit) and MDF is responsible to obtain clearance by the Bank, submitting the final reports that will be used to obtain the environmental permit/authorization	
5.3	Documents for Building permits			
	The Consultant will assist the process and prepare all the necessary documents as requested by the law to obtain the building permits.			
5.4	Bidding Documents			
	Prepare the bidding documents dossier. *See clauses 69 -72			
	Each communication process held between the Client and the Consultant while developing this consultancy should be recorded in: Consultation/Comments Report. Report of Validation	<input checked="" type="checkbox"/> 6 Printed copies for each consultation report. <input checked="" type="checkbox"/> 6 Printed copies of Validation Reports. <input checked="" type="checkbox"/> An electronic copy of the reports (Word, PDF, etc.) <input checked="" type="checkbox"/> Georgian and English language.	*Reports shall be delivered upon the final deliverables of each Task.	
Task 5 (the payment will be made upon submission and acceptance of Task 5 deliverables)				35%

85.

86. The Consultant will submit all reports and deliverables requested under this assignment to MDF for review and approval. MDF will be responsible for sharing the documentation with the World Bank, and with the Local Authorities, and any other interested central and local government authority as deemed necessary.

TEAM PROFILE AND KEY PERSONNEL

87. A multi-disciplinary team of professionals and technical personal will be required for the execution of the project. The Consultant Team should be led for the full term of the project by a Principal Architect/Urban Planner as the Team Leader with international experience in developing similar projects to the scope of this consultancy and specific background/experience in Urban/Transport Planning & Project Management. A local Architect/Urban Planner with knowledge of local language should be mobilized fully for the duration of the consultancy to serve as local liaison. The Team Leader and Architect/Urban Planner should make required field visits to the study areas, each as a part of the development of design services, which will be reflected in the work plan and be subject of evaluation process. Their presence is considered obligatory as part of the deliverables in the stakeholder workshop, this do not limit the presence of the other team members as valued important by the Consultant, in consultation with the Client.

88. The Consultant shall provide an experienced design administration team with proven technical and managerial competence and experience in designing under World Bank Conditions of Contractor and internationally recognized contract conditions used by IFI's.

The following lists of qualifications serve as a guide and Consultant Team may with justification propose additional staff. The Consultant Team shall also propose the time allocation for each of the staff dedicated to their respective tasks and the breakdown of the time that those work will be performed on location or remotely. The proposed team composition for the contract shall be:

N	Consultants	Number	Month	Input, person/month
Key Experts				
1	Team Leader/Architect/Urban Planner	1	9	9
2	Deputy Team Leader/ Urban mobility expert	1	9	9
3	Landscape Architect	1	5	5

4	Civil engineer	1	6	6
5	Architect Urban Planner	1	7	7
6	Environmental and Social specialist	1	9	9
Non - Key Experts				
1	Architect/Urban Designer/Planner	1	9	9
2	Mobility expert (local)	1	9	9
2	Hydraulic Engineer	1	1	1
3	Dendrologist	1	3	3
4	Geologist	1	1	1
5	Engineer Surveyor	1	1	1
6	Road Engineer	1	3	3
7	Road/Drainage Systems Engineer	1	3	3
8	Mechanical/Electrical Engineer	1	2	2
9	Translator	1	1	1
10	Economist	1	1	1
11	Quantity Surveyor/Engineer	1	2	2
12	Topographic Engineer	2	1	2
13	Structural Engineer	1	4	4
14	Road Engineer/Mobility Expert	1	4	4
15	Material Engineer	1	4	4
Short – Term Experts				
15	Short - term expert international *	1	2	2
16	Short - term expert local *	1	2	2

**Short – term expert will be supporting the team to cover specific tasks of the assignment when and if additional expertise is needed and when instructed by the Client (for a provisional equivalent of 2 man-months for international short-term experts and 2 man-months for local short-term experts). Expert’s CVs will be reviewed by MDF at the time of requirement.*

89.In addition to the above, the following qualifications are expected to be needed for the development of the assignment: *Property evaluation Specialist/Expert, electrical/electronic engineer, mechanical engineer, procurement specialist, quantity surveyor and others as identified by the Consultant.*

90.The Consultant will be evaluated and selected on the basis on the composition of the proposed team and the profile, qualifications and experience of the relevant members. *The Team Leader is expected to be involved in the field work and to be the main interlocutor with central and local government officials.*

91. No changes in the composition of the team and the team members will be allowed during the implementation of the assignment unless jointly authorized by the MDF, in consultation with the World Bank.
92. The working language of the project is English and Georgian. The key staff team assigned by the Consultant must possess proficiency in English language. Day-to-day communication language with the employees of municipalities, water, electrical, telecom and other utilities and local authorities will be either English or Georgian language.

Part B: SUPERVISION SERVICES

93. Contract for accomplishment of the tasks under Part B will be signed, upon successful completion of Part A Part A. In addition, enactment of Part B is subject of availability of funds and time and to be confirmed in writing by the Client.
94. The activities for **supervision services** are expected to be carried out through the following phases. The Consultant is expected to be proactive in identifying optimal solutions to reach the objectives and to identify any additional tasks and activities, which are desirable or necessary for the successful implementation of these services. *It is the responsibility of the Consultant to make sure that there is continuity between Part A and Part B and they have to ensure that the supervision team will include key staff from the design team and be fully familiar with the project and designs. The Consultant is expected to provide supervision for investment packages chosen in Phase A (for tentative envelope size of 10,000,000.00 USD).*

Activity 1: Inception Phase

95. During the Inception Period the Consultant shall become familiar with all aspects of the project, works contract and project's environment, review the present Terms of Reference and all volumes of the Works contracts.
96. The Consultant shall be aware with all relevant information available for the project and the stakeholders involved in the project. The Consultant shall visit all relevant institutions in order to ensure that the requirements of all parties to the project are addressed.
97. **Deliverables: Inception Report:**
- Project synopsis (summary);
 - Analysis of the project;
 - Start situation, review of the available documents, project progress with mobilization;

- Project planning;
- Coordination with other projects;
- Project goals and objectives;
- Project approach;
- Initial findings and description of any unexpected problems encountered, contractual difficulties faced;
- Intended results;
- Updated methodology, work plan, time and manning schedules (based on the Contractors' programmes);
- Quality assurance system by the Consultant;
- Quantity checking and measurements records;
- Constraints, risks, assumptions; and
- Planning for the next reporting period.

98. In the same report the Consultant shall describe any adjustment or addition the designs may need to improve the quality of works without increase of cost or any prejudice to the Contracting Authority in respect to the Contractor.

99. The Consultant shall also include as an annex to the inception report a complete Quality Assurance and Quality Control Manual (QAQC) concerning the supervision activities. The QAQC Manual shall specify the requirements, procedures and guidelines for all main activities necessary for the Works to run smoothly and shall cover at least following:

- practical information and introduction;
- Project organization charts, for works and supervision contracts, including names of key personnel, definition of key interactions and information flow. Also responsibilities and key functions shall be described;
- time and cost management procedures;
- reporting procedures;
- record keeping of correspondence, expenditure, minutes of meeting, site records, instructions;
- issued to works contractors and instructions received from the Contracting Authority;
- design modification and design approval procedures;
- Document control procedures (including Contractor's insurances, reports etc.);
- all standard forms needed during the supervision activities (e.g. site instructions, completion certificates, variation orders, formats of reports, hidden works record sheets, form for field inspections and testing, measurement sheets, interim payment certificates and related invoices);
- review and approval of detailed construction drawings prepared by the Contractor;
- selection of borrow pits and quarries;

- procedure for approval and testing of construction materials, and supplies;
- procedures for testing the works by the Contractor;
- safety protocols;
- procedures of measurement of the works executed;
- procedures for Performance Certificate and the Taking-over Certificate;
- Snag list and Defects Liability inspection reports; and
- Draft Final and Final Statement of the Account.
- The Inception period shall commence immediately upon commencement of the present Service contract, whichever is latest, see section 5.2 “Commencement date & Period of execution”. The Consultant shall submit the Inception Report within 4 weeks from commencement of the Inception period.

Activity 2: Construction Phase

100. The Consultant shall administer the contract and supervise the construction works, i.e. carry out duties of the Supervisor in accordance with the Special and General Conditions for Works Contract of the projects funded under WB.

101. The Consultant will carry out, but not necessarily be limited to, the activities mentioned below:

2.1 Contract administration and management, Site Procedures:

- ☒ The Consultant’s team shall carry out contract administration and management duties throughout the duration of the assignment to secure smooth and timely implementation, proper supervision and control of the Project. For this purpose, the Consultant shall establish clear lines of responsibility and procedures for each activity in the construction process.
- ☒ The Consultant shall analyses and monitor contractual programmes submitted by the Contractor and give instructions to the Contractor to take appropriate measures to fulfill Contractor’s tasks. The Consultant shall review Contractor’s programmes on a regular basis throughout the project.
- ☒ The Consultant shall ensure that works consultants:
 - apply good international industry practice to protect and conserve the natural environment and to minimize unavoidable impacts;
 - provide and maintain a healthy and safe work environment and safe systems of work;
 - protect the health and safety of local communities and users, with particular concern for those who are disabled, elderly, or otherwise vulnerable;
 - ensures that terms of employment and working conditions of all workers engaged in the works (including sub-consultants) meet the

requirements of the International Labor Organization's labor conventions to which Georgia is a signatory;

- are intolerant of and enforce disciplinary measures for illegal activities.
 - are intolerant of, and enforce disciplinary measures for gender-based violence, child sacrifice, child defilement, and sexual harassment;
 - incorporate a gender perspective and provide an enabling environment where women and men have equal opportunity to participate in, and benefit from, planning and development of the works;
 - work cooperatively, including with end users of the works, relevant authorities, consultants and local communities;
 - engage with and listen to affected persons and organizations and be responsive to their concerns, with special regard for vulnerable, disabled, and elderly people;
 - provide an environment that fosters the exchange of information, views, and ideas that is free of any fear of retaliation;
 - Minimize the risk of HIV transmission and to mitigate the effects of HIV/AIDS associated with the execution of the works.
-
- ☒ The Consultant shall ensure that all occupational health and safety (OHS) risks during construction and commissioning of the works have been assessed in advance and risk mitigation measures have been established and appropriately costed prior to commencing the respective activities.
 - ☒ The Consultant must not commence any works prior to receiving clearance from the MDF on the complete implementation of Resettlement Action Plan (if applicable), in line with World Bank guidelines.
 - ☒ The Consultant shall ensure that the conditions of contract are strictly adhered to and Contractors and any subcontractors fulfill their contractual obligations.
 - ☒ The Consultant shall maintain up-to-date records of all contractual administration, correspondence, measurements, payments, variations etc. All instructions to the Contractor shall be clearly documented by the Consultant.
 - ☒ The Consultant's team shall also include a Health and Safety Auditor who shall visit the construction site on a regular (monthly to bi-monthly) basis to conduct safety audits to validate the OHS supervision of the resident engineer and independently confirm compliance with the Contractor's OHS plan. Audit reports of the findings will be provided at the end of each visit.
 - ☒ The Consultant shall supervise daily the contractor's implementation of the works in accordance with the contract requirements and the ESMP; update ESMP to reflect changes to the project, area of influence or activities, agree changes with the Clients And assist in re-disclosure as requested; inspect and approve Contractor's work; check compliance with the Contractor ESHS

Code of Conduct; ensure Contractor submits ESHS reporting timely and in accordance with WBG guidelines and the national legislation

- ☒ The Consultant shall be in continuous contact with the Contractor to identify and resolve any potential problems in an active manner. The Consultant shall hold weekly site meetings and monthly progress meetings with the Contractor and other stakeholders. All potential delays and other problems shall be identified, and corresponding actions discussed and agreed in order to assist the Contractor in avoiding or mitigating overall delay. The Contracting Authority shall be kept informed of the progress of works by providing properly prepared reports, briefings and minutes of meetings.
- ☒ The Consultant shall check and comment on the adequacy and authenticity of all certificates, insurance, securities, indemnities, ownership of plant etc. for which the Contractor is liable under the conditions of contract. The Consultant shall issue all requisite certificates in compliance with the Conditions of Contract.
- ☒ The Consultant shall prepare all supervision reports in accordance with the requirements laid down in the present TOR.
- ☒ The Consultant shall assist the Contracting Authority in administrative duties, including financial planning and preparation of cash flow forecasts for all contracts on monthly basis.
- ☒ The Consultant shall advise the Contracting Authority on any appropriate measures that may be taken to avoid and rectify any deficiencies and improve the cost effectiveness of the project. The Consultant shall also consider possible cost savings to the Contracting Authority.
- ☒ The MDF safeguard specialists will provide independent oversight and inputs to the Consultant with regard to all aspects of environmental and social compliance, for the Consultant to have addressed on the project through their role as the Engineer. MDF will undertake at least monthly inspections of the construction sites, accompanied by the Consultant's Safeguard specialist and the Resident Engineer.

2.2 Design Review and approval

- ☒ The Consultant shall review and approve the Contractor's work plan(s), working drawings and possible modifications to the detailed design and the affiliated Environmental and Social Management Plan. In case of any design modification needed he should inform the Contracting Authority and liaise with the designer.

2.3 Site supervision

- ☒ The Consultant shall carry out day-to-day supervision of construction works in accordance with the Works Contracts, Site Procedures Manual and Supervisor's Quality Assurance Manual.

- ✘ The main objective of the supervision is to facilitate achievement of the highest possible standard of construction works within the contract time. In addition to good quality workmanship the Consultant shall also consider possible cost savings to the Contracting Authority. The Consultant shall advise the Contracting Authority on any appropriate measures that may be taken to avoid and rectify any deficiencies and improve the cost effectiveness of the project.
- ✘ The Consultant shall ensure that the quality of materials and the end product is in line with the related works contract technical specifications standard and quality. All testing shall be carried out in accordance with the works technical specifications specified procedures and at the specified intervals.
- ✘ The Consultant may propose amendments to the design and specifications for the Contracting Authority's approval, if such alterations are sought to be benefit to the quality and economy of the Project and are in line with provisions of works contract conditions.
- ✘ The Consultant shall order the Contractor to substitute and make good any part of the works, if levels, dimensions, materials or workmanship do not conform to the requirements and specifications or are otherwise insufficient;
- ✘ *The Consultant shall monitor the correct implementation of the Environmental and Social Management Plans for each site and monitor environmental parameters (air, water and soil quality) as required in the environmental monitoring plan.*
- ✘ The Consultant shall conduct regular site inspections to check the quality of the workmanship and materials in accordance with the Contract and good engineering practice, as well as the Contractor implementation of the environmental and social mitigations measures as agreed in the site specific Environmental and Social Management Plan.
- ✘ The Consultant shall conduct regular site inspections to check the quality of the workmanship and materials in accordance with the Contract and good engineering practice, as well as the Consultant implementation of the environmental and social mitigation measures as prescribed in the site-specific ESRs/ESMPs.

2.4 Measurements and Payments:

- ✘ The consultant shall verify and keep accurate technical records of permanent works executed by the Contractor. The works shall be measured on site by the Consultant supervisor in the presence of the contractor.
- ✘ The Consultant shall ensure that the Contractor's payment applications for work executed are accurate, fair and reasonable representations of the value of the work. The Consultant shall prepare subsequent certificates and present these to the Contracting Authority for approval and further

processing. The Consultant shall ensure that the Contracting Authority is at all times informed of all matters relating to payments, cash flow or any other impacts on budgetary provisions.

- ☒ The Consultant is required to consider time required for all requisite endorsements and/or approvals by authorities before actual payment of the Contractor's invoices can be made. To avoid any delays in payments the Consultant shall ensure high quality of all payment documents.
- ☒ The Consultant shall carefully monitor all levels, lines and other parameters affecting the work, so as to ensure the works are constructed to fulfill requirements of the detailed design and of the Contracting Authority, in a timely manner.
- ☒ Accurate records shall be taken throughout the duration of the contract in order to reach agreement on the Contractor's final account.
- ☒ The Consultant shall monitor Environmental, Health and Safety guidelines for construction and decommissioning at all times throughout the site including safety of the public/communities, visitors, consultant's staff, contractor/subcontractors' staff, report to the borrower and take action upon clearance from the borrower.
- ☒ The Consultant shall appraise traffic management proposals in line with the Traffic Management Plan prepared by Contractor and compliance to requirements of the works contract.

2.5 Other activities

The Consultant shall carry out all other activities needed for the smooth implementation of the Project. These activities include inter alia the following:

- ☒ Administration of the contract in accordance with the works contract documents;
- ☒ The Consultant shall take particular note of the requirement to obtain the specific approval of the Contracting Authority before taking any of the actions as detailed in the Special Conditions of Works Contract;
- ☒ The Consultant shall give the order of commencement
- ☒ The Consultant shall organize monthly progress meetings with each contractor, keep records and distribute the minutes of the meetings.
- ☒ Checking and confirming that the Contractor mobilizes and supplies to the contract all materials identified in the contract, to be committed to the project and ensure that all works performed remain on site until release has been authorized;
- ☒ Approval of Contractor's details of temporary works and operations;
- ☒ Approval and surveillance of the traffic management proposals prepared by the Contractor to ensure, that the Contractor carries out the work to minimize interference with adjacent traffic by providing necessary lights, guards, fencing and watchmen etc. and provide access to local buildings and properties at all times;

- ☒ Approval and surveillance of environmental measures identified by the Contractor in order to carry out the work in an environmentally safe way, taking appropriate mitigating action to meet the relevant requirements of the contract and those of the local and state authorities, with the clearance of the borrower safeguards specialists follow up and report weekly on the implementation of the ESMP.
- ☒ If applicable, provide data to the Contracting Authority for determination of the value of any variations to the contract;
- ☒ Assist the Contracting Authority (CA) in processing of Variations, approve the setting-out of the works and give instructions to the Contractor in this regard;
- ☒ Review any changes in drawings and/or specifications, which may prove necessary or desirable before or during execution of the construction works, and consult this with the Contracting Authority;
- ☒ Negotiate and recommend to the Contracting Authority any Variations initiated by the Contractor or to be initiated by the Contracting Authority;
- ☒ Verify and approve “as-built drawings” and deliver to the Contracting Authority all reports, records, quality certificates, measurement sheets, etc. prepared or supplied by the Contractor;
- ☒ The Consultant shall instruct the Contractor to carry out any on-site tests required under the Works Contracts Technical Specifications, including load tests, as may be considered necessary to confirm the adequacy of the Works. The Consultant shall supervise such tests, record the test measurements and verify the adequacy or otherwise of the results;
- ☒ Issue list of defects (“snag list”) and other documentation as required before the Certificate of Provisional Acceptance will be issued, the list must include compliance with the ESMP and environmental permit.
- ☒ Carry out inspection upon the completion of works and prepare Provisional Acceptance Certificate, list of defects and other documents as required by the works conditions of contract;
- ☒ Organize the Inspection in the presence of a representative from the Contractor, Contracting Authority and the Beneficiary and issue the Provisional Acceptance Certificate.
- ☒ Ensure that taking over procedures are carried out in line with local regulations and requirements, as appropriate;
- ☒ Advice on any claims or contractual disputes and problems arising during the works and prevent claims and delays whenever feasible.

Deliverables:

Progress Monthly Reports: The Monthly Reports should be based on the physical and financial progress, as well as dealing with contractual and technical matters, for each of the Civil Works Contracts included in the reports. They will make use of graphics and include statements covering (but not limited to) the following:

- ⊗ Physical progress related to program and time;
- ⊗ Explanations for variances to the above;
- ⊗ Expenditure related to cash flow forecast and budget;
- ⊗ Explanations for variances to the above;
- ⊗ Claims or disputes;
- ⊗ Human resources, mechanical equipment and materials;
- ⊗ Testing and quality control;
- ⊗ The Project Monitoring Indicators for Project Activities Table issued by the Contracts Manager;
- ⊗ Local issues;
- ⊗ An updated maintenance works program;
- ⊗ A revised Cash Flow forecast.
 - ⊗ Findings of environmental and social monitoring including filled environmental monitoring checklists.

Draft Completion Report: The report will include, but not be limited to, the following inputs:

- ⊗ Physical progress related to the original program;
- ⊗ Explanations for variances to the above;
- ⊗ Expenditure related to original budgets;
- ⊗ Explanations for variances to the above;
- ⊗ Overall review of the project objectives and whether achieved successfully or not.

Other information to be included in the Completion Report shall be addressed following the review by WB and MDF.

The consultant is required to update detailed design drawings and other documents if required by limitations or unforeseen conditions discovered during construction process.

Activity 3: Defects Liability Period

During and after the Defects Liability Period the Consultant shall carry out the following duties:

3.1 Provide quarterly inspections reports during the 12 months of Defects Liability Period.

- ⊗ The consultant shall supervise, inspect and record completion of any outstanding work and remedy of defects after Provisional Acceptance has been issued.
- ⊗ The Consultant shall undertake three intermediate inspections at approximately three-monthly intervals during the Defects Liability Period. In the event that the Client calls the Consultant to the Works to deal with a

particular defect at another time this shall be deemed to be one of the intermediate inspections.

- ☒ In addition to dealing with any particular defect all intermediate inspections shall cover the entire Works. The Consultant shall:
 - i. Notify and instruct the Contractor accordingly of all defects found.
 - ii. Report on the status of the Works and on the operation and maintenance of the Works to date.

3.2 Undertake the Final inspection at the end of DLP and issue the Final Acceptance Certificate

- ☒ On the expiry of the Defects Liability Period, the Consultant shall make the final inspection of the Works and issue the Final Acceptance Certificate in accordance with the Works Conditions of Contract.
- ☒ The final inspection shall be carried out in the presence of a representative from the Contractor, Contracting Authority and the Beneficiary/ies.

Deliverables: Final completion: The Final Report will be based on the Draft Completion Report, but will incorporate any comments/suggestions made by the reviewing parties (WB and MDF)

IMPLEMENTATION TIMEFRAME AND DELIVERABLES

- 102.** The supervision consulting activities (1-3), will be carried out in accordance with the implementation schedule of packages of works. These activities will start as soon as the first package of works contract for the selected list of investment is signed. (Detailed design for this investment is prepared in Task 5 of the design services);
- 103.** It is expected that there will be 3 (*three*) packages of works contract, that will be grouped based on the similarities of works for all the selected investment. The Consultant will carry out its overall assignment in **18 months**. *Following up defect Liability period for each contract is 12 Months.*
- 104.** *It is expected that packages of works contract will have different starting date.* The Contracting Authority will give notice to the Contractor of the start date of each work contract for which supervision is required, and the supervisor will mobilize the required staff accordingly. An estimation of the starting date for each of the packages of works will be calculated upon the availability of the detailed designs prepared in **Task 5** of the design services and the procurement time needed for each package, all reflected in the implementation plan. It is expected that all packages of works will be implemented *within 18 months' time frame.*

105. The Contract to be entered into between the Client and the Consultant shall be “Time Based”. The Client shall pay to the Consultant (i) remuneration that shall be determined on the basis of time actually spent by each Expert in the performance of the Services after the date of commencing of Services or such other date as the Parties shall agree in writing; and (ii) reimbursable expenses that are actually and reasonably incurred by the Consultant in the performance of the Services.

Report	Time due	Number of copies
Inception report	One month after the start of the contract	<i>1 paper copy in English and 1 paper copy in Georgian + electronic copy on CD or DVD, in each language</i>
Progress Monthly reports	1 week after last day of each month.	<i>1 paper copy in English and 1 paper copy in Georgian + electronic copy on CD or DVD, in each language</i>
Draft Completion report	4 weeks prior to completion of the contract period	<i>Electronic copy on CD or DVD, in each language</i>
Final Completion report	2 weeks after completion of contract period or after comments on the draft completion report are provided by MDF, whichever comes later	<i>2 paper copies in English and 2 paper copies in Georgian + electronic copy on CD or DVD, in each language</i>

TEAM PROFILE AND KEY PERSONNEL

106. The Consultant shall provide an experienced construction supervision and contract administration team with proven technical and managerial competence and experience in the supervision of construction works under World Bank Conditions of Contractor and internationally recognized contract conditions used by IFI's.
107. The working language of the project is English and Georgian language. The key staff team assigned by the Consultant must possess proficiency in English language. Day-to-day communication language with the employees of municipalities, water, electrical, telecom and other utilities and local authorities will be either English or Georgian language. An adequate number of Georgian speakers shall be assigned at the field level to ensure smooth communication among all participants, direct and indirect, of the Project.
108. For the supervision assignment, all experts should work in the beneficiary country 100% of the contracted working days, unless specifically requested and approved by the Contracting Authority, as following:

N	Consultants	Number	Month	Input, person/month
Key Experts				
1	Team Leader/Architect/Urban Planner	1	8	8
2	Site Supervision Engineer	1	18	18
3	Material Engineer	1	5	5
4	Quantity Surveyor/Engineer	1	5	5
5	Urban mobility expert - Road Engineer	1	2	2
6	Environmental and Social specialist	1	18	18
Short – Term Experts				
15	Short - term expert international *	1	2	2
16	Short - term expert local *	1	2	2

IV. TIMEFRAME FOR THE ASSIGNMENT

109. The consultant should be a Firm. The selection method to be applied is Quality and Cost Base Selection (QCBS), in accordance with the procedures set

out the World Bank’s Guidelines Selection and Employment of Consultants Under IBRD Loans and IDA Credits & Grants by World Bank Borrowers” (January 2011, revised July 2014).

- 110. Design Services should be performed within 9 month period, and the level of inputs required is 95 man/months (excluding time for short-term experts). The firm will be contracted for the design services under a lump sum contract.
- 111. Supervision Services should be performed within 18 months period, and the level of inputs required is 56 man/months (excluding time for short-term experts). The firm will be contracted for the supervision services under a time base contract.
- 112. The terms and conditions of payment mirror the implementation schedule of the assignment for the supervision services and are time basis.

V. RECOMMENDED QUALIFICATIONS:

- 113. The administration team of *key specialists* for Technical Assistance and design services (Part A) shall have the following experiences:

N	Position	Qualifications	Experience
1	Team Leader/ Architect Urban Planner	<p>M.Sc. in Architecture/Urban Planning or equivalent with postgraduate qualifications in Spatial Planning & Transport Planning.</p> <p>Knowledge of international and local best practices for urban planning and sustainable and adaptive reuse of urban buildups, buildings and green spaces and related</p>	<p><i>10 (ten) years international postgraduate exp. in similar design projects. Experience in Architecture/Urban Planning, with focus in Urban Transport Planning and Project Management in developed countries.</i></p> <p><i>- He/she should have worked minimum 5 (five) years as Team Leader/Project management in projects related to urban and transport planning, as architecture/urban design, relevant to the scope of this consultancy and project of nature as: in infrastructure (roads, roundabouts, tourist – public and green spaces etc.), buildings and development</i></p>

			<i>and/or upgrading of ski resorts (in relation of international events is a plus).</i>
2	Deputy Team Leader/ Urban Mobility Expert/ Urban Planner	10 (ten) yrs of postgraduate exp designing/planning projects related to urban mobility, transport engineering/infrastructure relevant to the consultancy scope and and techniques of transportation planning related to the sustainable and adaptive reuse of urban space.	<i>Working experiences in the area of public transport planning, in particular on accessibility and connectivity with individual transport. On projects in urban transport planning, in particular multimodal planning integrating all transport modals, and professional experiences leading the development of urban transport mobility plans in ski-resort towns of similar nature.</i>
3	Landscape Architect	Minimum Master's degree in Architecture/landscape architecture and/or relevant technical fields with further advanced training;	5 (five) yrs. postgraduate exp. in designing projects relevant to landscape architecture and urban planning. Preferably worked in designing projects located in or protected/natural landscape.
4	Civil Engineer	Minimum Master's degree in civil engineering or relevant postgraduate qualifications;	10 (ten) yrs. postgraduate exp. in designing projects in civil engineering, with relevant experience in projects <i>relevant to the scope of this consultancy.</i> <i>- He/she should have worked minimum 5 (five) years in designing/planning projects related sites, structures/ constructions (pathways, trails, environmental infrastructure, etc.) and building construction. Preferably worked in similar projects, in stabilization and intervention in protected</i>

			<i>areas.</i>
5	Urban planning expert/Urban and Public Transport Planner	<p>Minimum Master's degree in urban transport planning and/or relevant technical fields with further advanced training;</p> <p>Knowledge of international and local best practices for urban transport planning and sustainable and adaptive reuse of historic urban landscape, green spaces and related design and construction codes/regulations/standards;</p> <p>In-depth overall knowledge in detailed design for large, and medium sized civil works involving rehabilitation of historic buildups SPs.</p>	<p>10 (ten) yrs. postgraduate exp. in similar projects. Experience in Urban and/or Mobility Planning with particular focus on urban mobility and sustainable design and construction.</p> <p><i>- He/she should have worked minimum 7 (seven) years as in projects related to urban/spatial mobility planning in relation to ski resorts and similar to the scope of this consultancy</i></p>

6	Environmental and Occupational Health and Safety Specialist	University Degree in Environmental Engineering or equivalent. Environmental Science, Natural Resource Management or equivalent. Extra qualifications in social aspects are a plus.	<i>He/she should have worked preferably 5 (five) years (on relevant environmental management plans and monitoring of such plans) responsible for monitoring the Works Contractors' compliance with the environmental, health and safety requirements of the ESMPs and also monitoring of social requirements, in line with the Code of Conduct and Environmental, Social, Health and Safety Guidelines. He/she should demonstrate capacity to manage environmental issues including issues pertaining to the community health and safety.</i>
Additional requirements for short-term experts			
15	Short - term expert international *	Senior experts shall have, university diploma relevant to the proposed field, be good in English language.	<i>A minimum of ten (10) years professional experience relevant to the scope of the work to be undertaken.</i>
16	Short - term expert local *	Senior experts shall have, university diploma relevant to the proposed field, be good in English language.	<i>A minimum of ten (10) years professional experience relevant to the scope of the work to be undertaken.</i>

**Short -term expert will be supporting the team to cover specific tasks of the assignment when and if additional expertise is needed and when instructed by the client (for a provisional equivalent of 2 man-months for international short-term experts and 2 man-months for local short-term experts). Expert's CVs will be reviewed by MDF at the time of requirement.*

- 114.** The administration team of key specialists for supervision services (Part B) shall have the following experiences:

N	Position	Qualifications	Experience
1	Team Leader/Architect/Urban Planner	<p>M.Sc. in Architecture/Urban Planning or equivalent with postgraduate qualifications in Spatial Planning & Transport Planning.</p> <p>Knowledge of international and local best practices for Green Building Rating System (e.g. LEED), urban planning and sustainable and adaptive reuse of urban buildups, buildings and green spaces and related</p>	<p>10 yrs. of international experience in supervision of projects in similar projects.</p> <p>- He/she should have worked minimum 5 (five) years as Team Leader/Resident Engineer/Engineer Representative/Supervisor's representative in service contracts in charge of supervision of works contracts for construction or reconstruction of infrastructure projects related to roads, urban infrastructure, buildings.</p>
2	Site Supervision Engineer	<p>He/she shall have at least a Master (3+2) or equivalent University Degree in Civil Engineering.</p>	<p>8 (eight) years in design/supervision/construction of infrastructure projects (roads, urban infrastructure, buildings, etc.).</p> <p>- He/she should have worked minimum 5 (five) years in the position of site supervision engineer in service contracts as part of supervision consultant team, in charge of supervision of works for construction of infrastructure projects (roads, urban infrastructure, buildings, etc.).</p>
3	Material Engineer	<p>He/she shall have at least a Master (3+2) or equivalent University</p>	<p>10 (ten) years of material engineer experience in design/supervision/construction</p>

		Degree in Civil Engineering.	<p>tion</p> <p>- He/she should have worked minimum 5 (five) years in the position of material engineer in service contracts as part of supervision consultant team, in charge of supervision of works for construction of infrastructure projects (roads, urban infrastructure, buildings, etc.).</p>
4	Quantity Surveyor/Engineer	He/she shall have at least a University Degree in Civil Engineering or equivalent.	<p>8 (eight) years of topographic surveying experience in design/supervision/construction of large infrastructure projects</p> <p>- He/she should have worked preferably 5 (five) years in the position of quantity surveyor in service contracts as part of supervision consultant team, in charge of supervision of works for construction of large infrastructure projects</p>
5	Urban mobility expert - Road Engineer	<p>Minimum Master's degree in urban transport planning and/or relevant technical fields with further advanced training;</p> <p>Knowledge of international and local best practices for urban transport planning and sustainable and adaptive reuse of historic urban landscape, green spaces and related design and construction codes/regulations/standards</p>	<p>10 (ten) yrs of postgraduate exp. In project construction supervision related to urban mobility, transport engineering/infrastructure relevant to the consultancy scope and techniques of transportation planning related to the sustainable and adaptive reuse of urban space.</p> <p><i>Working experiences in the area of public transport infrastructure construction, in particular on accessibility and connectivity with individual</i></p>

		rds; In-depth overall knowledge in detailed design for large, and medium sized civil works involving rehabilitation of historic buildups SPs.	<i>transport. On projects in urban transport infrastructure construction, in particular multimodal planning integrating all transport modals, and professional experiences leading the development of urban transport infrastructure construction in cities of similar nature.</i>
6	Environmental and Social Specialist	University Degree in Environmental Science	He/she should have worked preferably 5 (five) years (on environmental management plans and monitoring of such plans) responsible for monitoring the Works Contractors' compliance with the environmental requirements of the EMPs and also monitoring of social requirements.
Additional requirements for short-term experts			
15	Short-term expert international *	Senior experts shall have, university diploma relevant to the proposed field, be good in English language.	<i>A minimum of ten (10) years professional experience relevant to the scope of the work to be undertaken.</i>
16	Short-term expert local *	Senior experts shall have, university diploma relevant to the proposed field, be good in English language.	<i>A minimum of ten (10) years professional experience relevant to the scope of the work to be undertaken.</i>

**Short-term expert will be supporting the team to cover specific tasks of the assignment when expertise is needed and when instructed by the client (for a provisional equivalent of 2 man-months for international short-term experts and 2 man-months for local short-term experts). Expert's CVs will be reviewed by MDF at the time of requirement.*

115. The Consultant will be evaluated and selected on the basis on the composition of the proposed team and the profile, qualifications and

experience of the relevant members. No changes in the composition of the team and the team members will be allowed during the implementation of the assignment unless jointly authorized by the MDF, in consultation with the World Bank.

VI. RESPONSIBILITIES OF CONSULTANT

- 116.** The Consultant will be responsible for implementing the entirety of the tasks defined in the scope of the assignment. To this end, the Consultant will bear all the costs related to the employment and mobilization of its team of international and local experts. This includes travel expenditures and subsistence costs.
- 117.** No facilities will be provided by MDF. The consultant will be expected to arrange office facilities at the project area and elsewhere.
- 118.** Finally, the Consultant will be responsible for the costs of producing, translating, printing and distributing the information material and reports required to carry out its assignment.
- 119.** The consultant will be solely responsible for the timely and qualitative fulfillment of all matters cited above under this assignment. The Consultant shall take out and maintain insurance against the risks and for the coverage including, inter alia, professional liability to cover the risks of: design errors and omissions, non-fulfillment of the obligations/services undertaken which include but are not limited to such elements as quality of service, time of service delivery and work contracted, reporting to the responsible structures.

VII. COORDINATION WITH CENTRAL AND LOCAL AUTHORITIES

- 120.** The Consultant will work in strict coordination with the MDF as a Project Implementation Unit, responsible for finalizing the overall investment program and managing and monitoring its implementation.
- 121.** At central and regional levels, the Consultant will also need to interact with the Ministry of Regional Development and Infrastructure, in particular with the department of Spatial Planning, Ministry of Economy and Sustainable Development, Mountain Resorts Development Company, the local municipality and other stakeholders for the investment projects, if any, pertaining to their areas of interest. The Consultant will need to interact with MDF concerning the technical aspects of specific investment projects as well as the overall investment program.
- 122.** The Consultant shall maintain good coordination and interaction with the Client during all stages of the assignment and provide assistance if changes are required for specifications.

VIII. REPORTING

123. Reporting and all deliverables documents must be submitted to MDF in English and Georgian. The Consultant must possess high-level English and Georgian Language skills to ensure effective communication with the Client and stakeholders.
124. The Consultant should provide translators if required to have good communication with the Client and the Stakeholders during field visits or meetings organized as part of the assignment process.

All reports and deliverables developed during this assignment will require World Bank clearance/no objection. MDF will be responsible to make all reports and deliverables available to the World Bank and to manage the Bank's clearance, step by step as defined along the ToR.

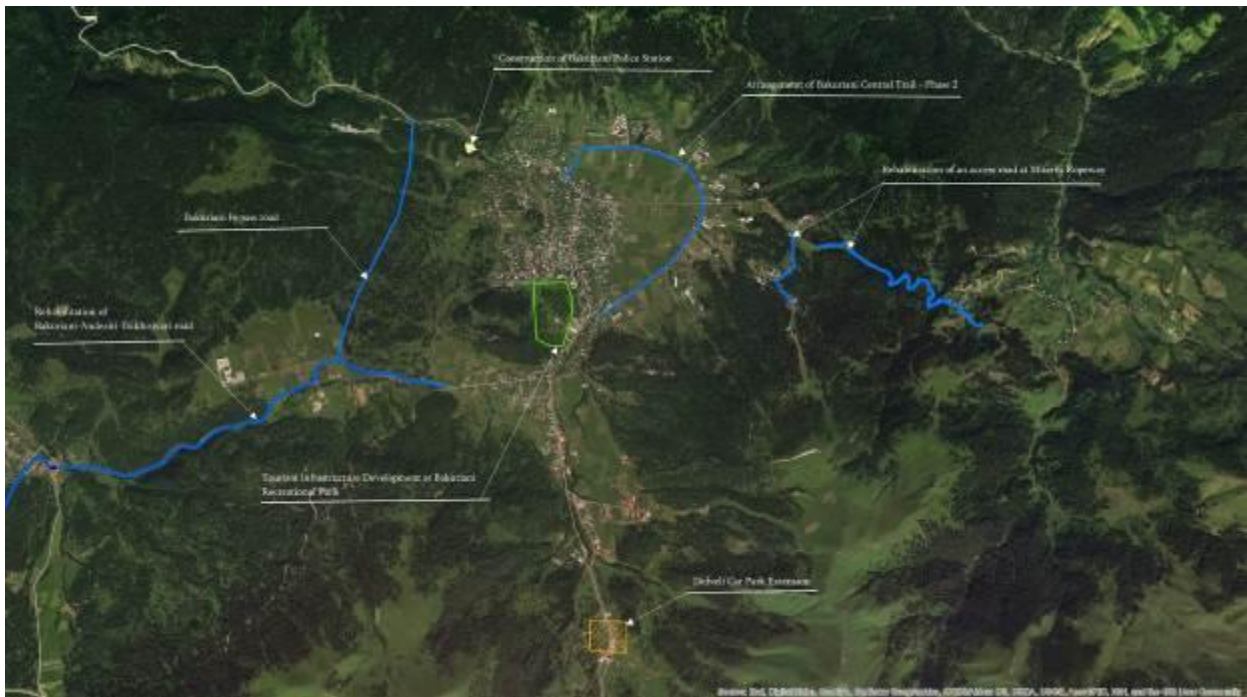
IX. LIST OF ANNEXES

Annex 1: Study area Boundaries and Reference Precincts/Zones.



- ☒ Outer boundary indicates study area and relevant major settlements.
- ☒ Inner boundary, highlighted with darker yellow, indicates project area of Bakuriani and Didi Mitarbi.

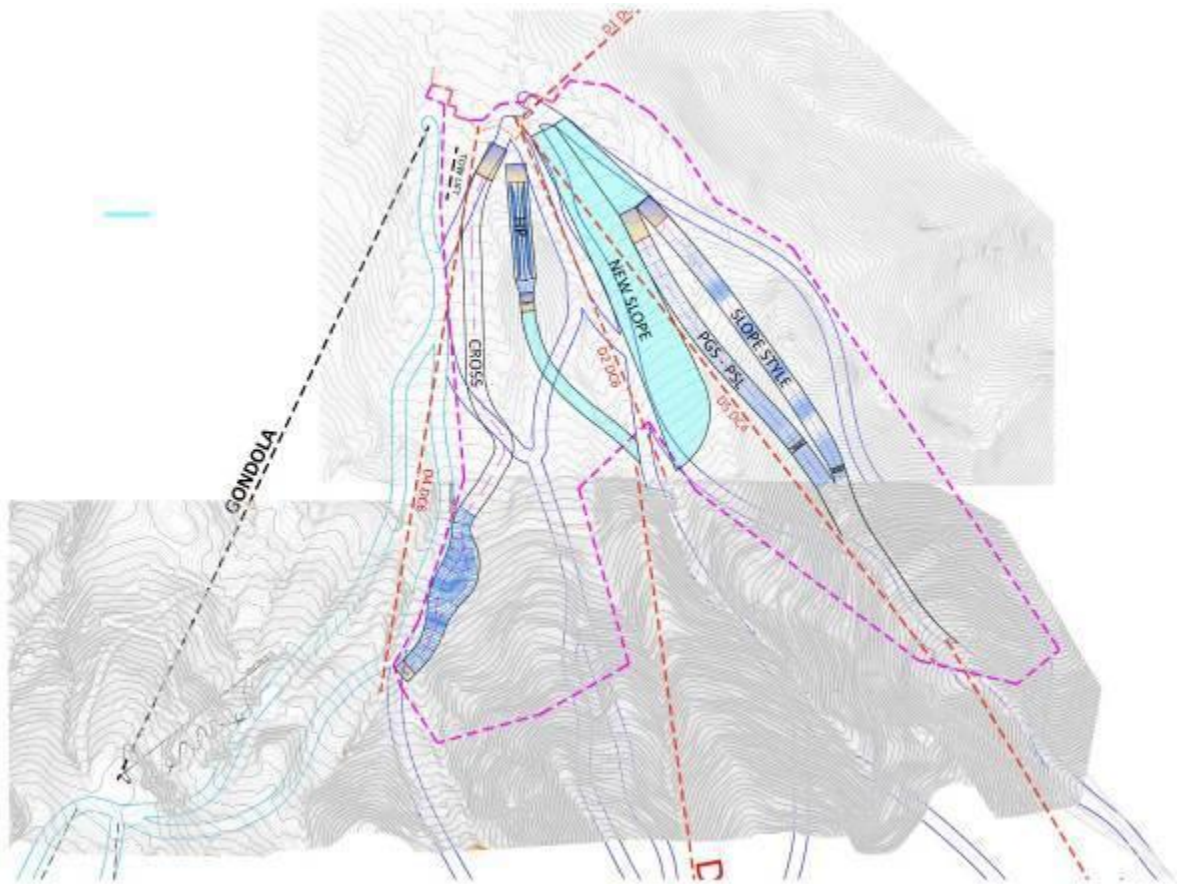
Map of additional investments and activities supported by the MDF:



Didveli and Kokhta boundries (Areas for Bakuriani 2023 Freestyle Ski, Snowboard World Championships and FIS Ski Flying World Championships 2022):

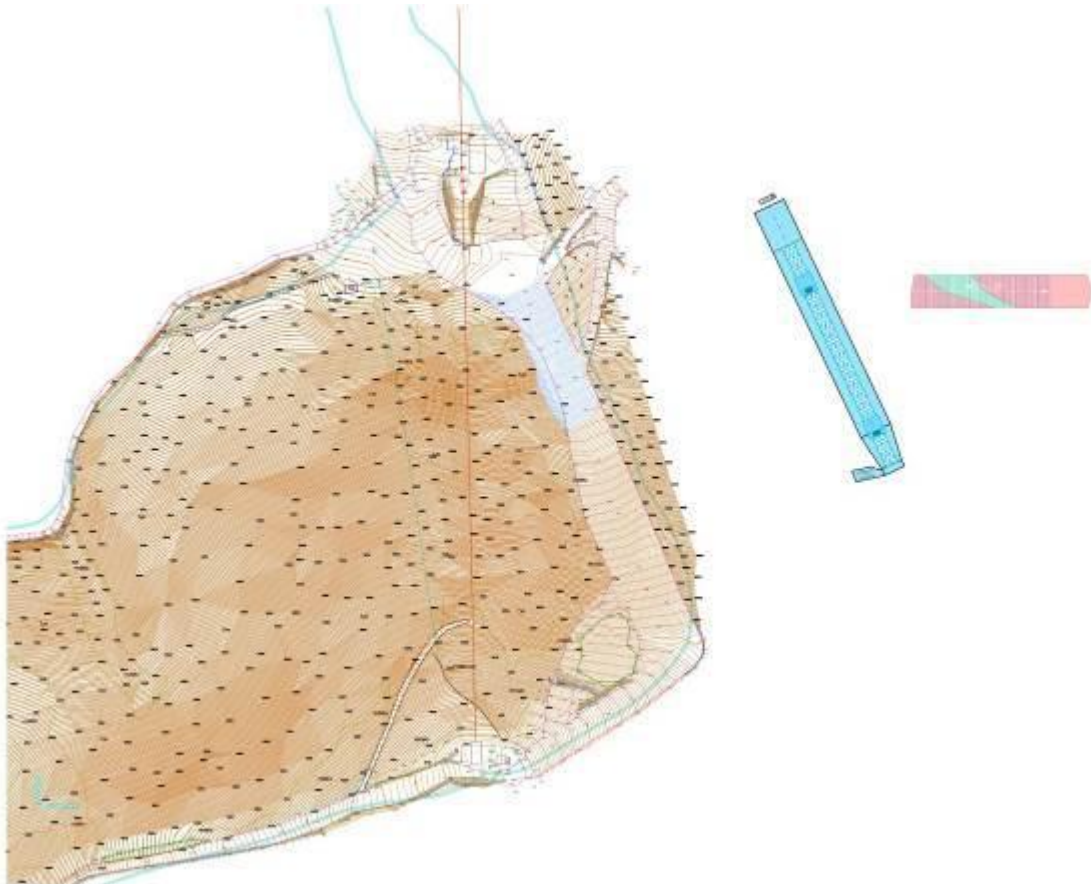


Investments and activities planned for Didveli:

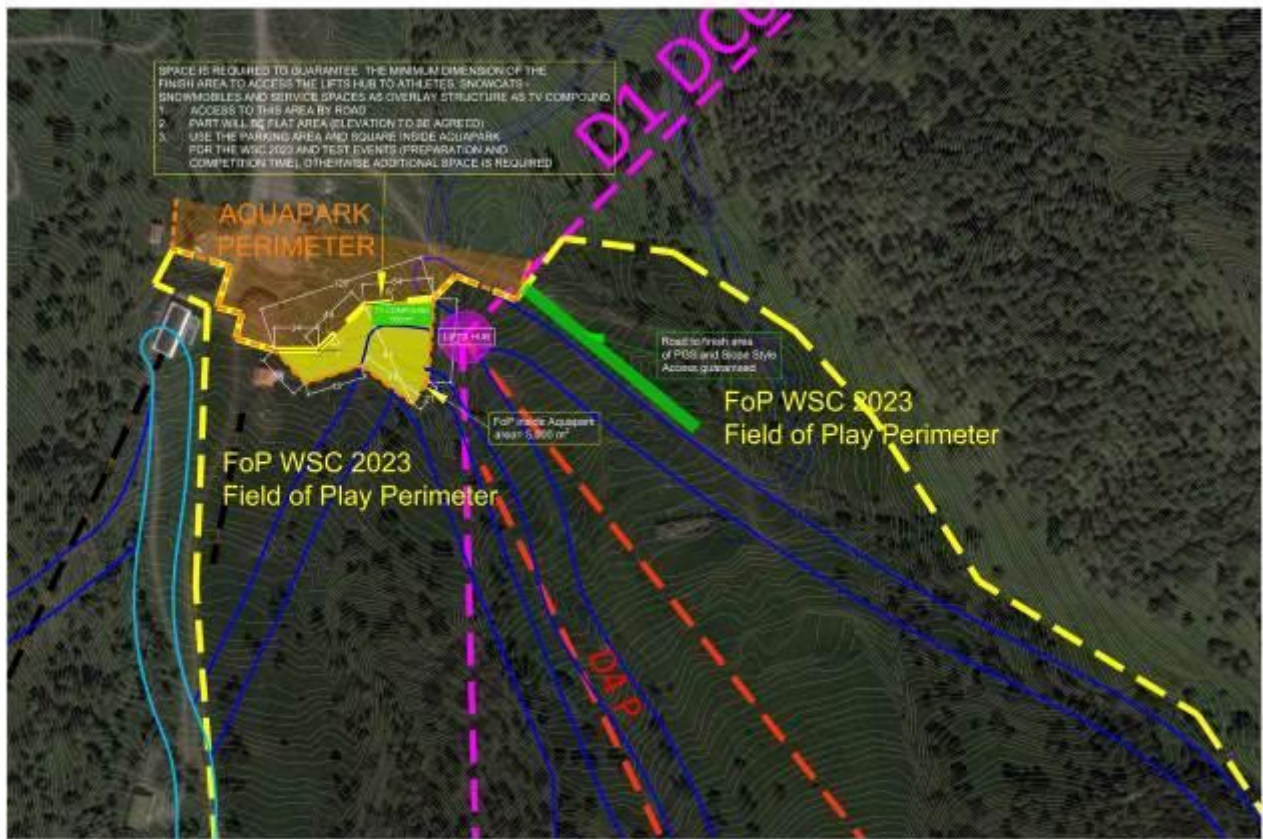




Investments and activities planned for Kokhta:



Investments and activities planned for Aqua Park Perimeter:



Annex 2: Bakuriani Land Use Master Plan.

Bakuriani and Didi Mitarbi Land Use master plans and related documents can be found on the following address: <https://bit.ly/2Bmn1a8>

Annex 3 :Bakuriani ski-resort Multi Modal Transportation and Mobility (MMTM) Strategic Plan

Goals and Objectives

As Bakuriani continues to grow and develop, and in view of becoming a competitive venue for international events, planning for improvement and expansion of the transportation system is essential. This will ensure that the level of mobility available in the community improves in the future. Improvements to mitigate existing and potential future transportation problems should be identified so that financial resources are available when needed. The following goals and objectives guided the development of the plan for the future transportation system.

Transportation System Goal

Provide an improved, well-balanced, multimodal transportation system that addresses existing deficiencies and accommodates future travel needs for Bakuriani and related functional areas in a safe and efficient manner.

Objectives

Provide a wider range of transportation choices

Improve the visitor's experience

Enhance the vitality of central Bakuriani

Improve the environment and minimize congestion

Expected studies and elements for the MMTM Strategic Plan

EXISTING CONDITIONS

Economic and Demographic Conditions: population, overnight accommodations and second residences, seasonal demographics, the number and location of guest accommodation units is an important consideration for the transportation system. Skier density analysis (daily, peak, etc

Traffic Inventories The transportation surveys to involve turning movement traffic counts and vehicle occupancy counts in winter seasons and selected festivities and summer periods.

Occupancy counts conducted simultaneously with the turning movement counts

Transit and Private Shuttle Services. Counts of passengers using each mode.

Skiers arrivals & Employees. Includes the number of skiers accessing the base areas and their modes of arrival. This figure also implicitly illustrates the traffic loads on the highway generated by the skiing activity.

Transit Overview and Vehicle Fleet

Staffing and demand by aging/seniors

FORECASTING MODEL AND FUTURE CONDITIONS

Input existing land use and large developments;

Future land use forecast;

Origin and destinations

Resort Capacity and Skier Forecasts Overview (e.g. resort staging analysis to calculate the number of skiers that the base areas can supply to the mountains. This is a critical parameter when evaluating a ski area, as it is the one factor that strictly controls the maximum business level at the resort). Once the parking lots are full, it is very difficult for more skiers to access the mountain. The base area capacity is the sum of the number of skiers who come from accommodation within a comfortable walking distance, plus the number of skiers that can be supplied to the resort from the available day skier parking and other modes of transportation.

Base Area Staging Capacity Forecasts. Estimated number of visits and skiers per season based on historical data and projections of accommodation growth in Bakuraini (within the study area). Projected annual skier visits for each of planning year.

Future Traffic and Skier Projections. Future Traffic Forecasts, Peaking Characteristics for Transit Services, Demand Projections and anticipated growth....

DOWNTOWN and FUNCTIONAL HUBS (Integrated Urban Upgrading)

Introduction. A key focal point of the transportation system is the downtown area, where commercial, institutional and accommodations facilities are concentrated. Residential neighborhoods flank this area and combined with the downtown area form the core of the community.

Urban design issues and opportunities related to central Bakuriani. This includes consideration of new and enhanced pedestrian circulation systems as well as supporting land uses that encourage pedestrian activity and connectivity. Recommendations for potential improvements apply urban design concepts that

will enhance pedestrian mobility, promote economic development and improve overall safety.

Pedestrian and Vehicular Circulation

Current Land Use Patterns and Uses (Core and neighborhoods)

Future Land Patterns and Uses

Downtown Design Concepts, neighborhoods and pedestrian and vehicular circulation

Parking strategy

Streetscape improvements

Preliminary concepts for selected priority sites. They are not to be considered formal proposals for development. Implementation of such concepts would require participation by property owners, developers and the Town. A key concept is to create clusters of development with enough critical mass to encourage pedestrian use and create a sense of place. These areas reflect these principles: Create a comfortable commercial core area away from the traffic on Main Street. Encourage dense development with a mix of uses. Encourage active public spaces.

IMPROVEMENT ALTERNATIVES AND EVALUATIONS to address potential capacity issues

Future Daily Traffic Projections & Anticipated Roadway Improvements Potential Roadway Improvements

Improved connectivity and provide circulation alternatives

Intersection improvements.

Potential Transit System Alternatives and Year-Round Transit Services, with transit alternatives illustrating differences in: (1) what markets or travel movements are served and (2) when service is provided.

Downtown Bus Routes The transit system can play a role in encouraging development/redevelopment activity in the core of Bakuriani.

INSTITUTIONAL AND FINANCIAL ARRANGEMENTS

TRANSPORTATION AND MOBILITY PLAN

Develop several alternatives and proposed improvements to provide Bakuriani with the information needed to make decisions and plan for the future with regard to transportation and mobility.