

Terms of Reference for Resident Engineer, Burao – Berbera Road Rehabilitation Project, Ministry of Transport and Roads Development

1. Background to SDF

The Somaliland Development Fund (SDF) was established in 2012 to provide a single vehicle through which development partners could support Somaliland's development goals. The first phase of the SDF was implemented in 2013-2017 and supported the Government of Somaliland (GoSL) filling a critical gap through funding projects that are fully aligned to the National Development Plan (NDP) while at the same time recognizing the role of GoSL in the delivery of basic services.

The Somaliland Development Fund – Phase 2 (SDF2) covers the period 2018 – 2024. SDF2 is conceived as an inclusive economic development programme. It supports the GoSL in delivering infrastructure that is relevant for inclusive economic development. It focuses on sustainable investments that spur job creation and fast growth, while at the same time laying the foundation for long-term resilience and development, leading to a more stable and peaceful Somaliland. SDF2's ambitions are fully aligned with the NDP2 and reflect the priorities set out in Somaliland Vision 2030. Like in SDF1, all support will be aligned with government priorities as defined in Somaliland's second National Development Plan (NDP2) 2017-2021. The Fund Manager is responsible for the day-to-day management and administration of the Fund.

The objectives of the SDF2 are threefold:

1. Support increased inclusive economic growth through investment in productive, strategic infrastructure to enhance economic growth and revenue generation.
2. Strengthen and maintain the capabilities of the Government of Somaliland to prioritize and manage the sustainable and equitable development of Somaliland's infrastructure.
3. Support strong government ownership of development priorities aligned with the National Development Plan.

2. Ministry of Transport and Roads Development Project

The SDF has allocated funds to Ministry of Transport and Road Development to implement the Burao-Berbera Road Rehabilitation Project. The project contains four outputs, namely:

Output 1:

The first output contains capacity development for MoTRD staff to carry out road maintenance activities and quality assurance of road constructions works. Proposed capacity enhancements are staff trainings, procurement of maintenance equipment and enhancement of maintenance unit for MoTRD, traffic safety policy and introducing highway development and maintenance management program HDM4 to utilize road cost economy, best practice design and maintenance.

Output 2:

The second output involves community engagement through creation/enhancing or formation of roads community committees in the project areas in Sahil and Togdheer regions. The purpose of these committees is to communicate project information and engage in dialogue on project issues, community project participation, inclusion, transparency, and accountability. The expected project impact is the economic development and livelihood contribution of the rehabilitated road to the community along the project area, production industry and land transport sector.

Output 3:

The third output involves full rehabilitation of 82 km of Burao-Berbera road between Sahil and Togdheer regions in Eastern Somaliland. The project also will involve replacement of reinforced concrete bridge decks for bridges, namely Dubur, Lalays, Kalajab and Galekor, installation of new culvert pipes, reinstating of road furniture as well as road marking.

Output 4:

The fourth output involves conducting a feasibility and design scope of the road section between Erigavo city and Maydh town which is 78.7 km. The accessibility of current gravel road is very rough with mountainous terrain features. The economic contribution of the road if developed at a later stage will play a vital role in enhancing the Somaliland fisheries economy. It will specifically unlock the untapped blue economy in the Sanaag region and support economic growth. SDF1 invested in the fisheries sector in Sanaag region (Maydh, Xiis, and Lasuurweyn) to increase the fishing activities of the eastern coastal regions.

3. Scope of work

The SDF Secretariat intends to award the construction works to up to three different contractors under the following lots:

- Lot 1: Rehabilitation of road section between Burao to Sheikh cities which starts from the Burao roundabout at KM0+00 to Dubur Bridge KM50+500.
- Lot 2: Rehabilitation of road section between Sheikh to Laaleys which starts from Dubur Bridge at KM50+500 to Laaleys KM82+00.
- Lot 3: Reconstruction of reinforced concrete bridge slab deck of four bridges: Dubur Bridge, Laaleys Bridge, Gelokor Bridge and Kal-jab Bridge.

A Resident Engineer (RE) will be responsible for the overall supervision for the implementation of project works. The RE is expected to ensure that the project delivers its results in line with the provided time and budget. In doing so, he/she will streamline the project activities as per technical and administrative aspects of the construction in compliance with the condition of contract, approved design, specifications, and sound engineering practice. The RE will assist the Project Management Team (PMT) on various technical matters for smooth implementation of the project on a day-to-day basis. The role will report to the Project Manager and will work under technical guidance of the Technical Advisor and SDF Sector Specialist. The Resident Engineer will be assisted by Site Engineers assigned to each of the above Lots.

4. Key Tasks

The RE is expected to conduct the following tasks:

4.1 Task 1: contract preliminaries

- Review the qualifications of the proposed key management personnel of the Contractor and make appropriate recommendations to the Employer.
- Receive from the Contractor, check for compliance with contract requirements and approve all performance bonds, insurance certificates or policies and guarantees relating to the contract before submitting to the Employer for acceptance.

Task 2: Work programme

- Review the programme submitted by the Contractor for the execution of the Works to establish whether the methods, arrangements, order, and timing of the activities are realistic and coherent in relation to the conditions pertaining on the Site. The RE shall examine the works to ensure that, as far as is practicable, the Contractor is able to meet the required

Service Quality Levels as specified in the timetables for compliance in the contract specifications.

- Identify from the approved programme the information needed by the Contractor for the execution of the Works and ensure that such information is made available to the Contractor in a timely manner. The requirement for standard drawings and information relating to the drainage works should be given adequate consideration.

Task 3: day to day management

- Monitor closely the progress and quality of the works and inform the client in a timely manner of any problems that could adversely affect the costs or time for completion of the works and instruct the Contractor to take any remedial measures deemed necessary for the timely completion of the works.
- Assist the Contractor with day-to-day technical issues arising from the design specifications and drawings as issued by the design firm.
- Check the quality of all the executed works, quality of installed and built materials and installed items of plant and order replacement or making good of any sub-standard workmanship encountered anywhere in the permanent works.
- Review and approve all material submittals of the Contractor.
- Maintain records of completed works with details of any deviations from contract documents i.e., drawings, technical specification etc.
- Check quantities/percentages contained in the Contractors' Interim Payment Certificates (IPC), approve when agreed and issue payment certificate.
- Where necessary, issue change orders provided no change in cost/extension of time is involved and once endorsed by the Client.
- Advise and seek approval from the Client for change orders where an increase or decrease in cost or extension of time is involved.
- Review and approve the testing plans, performance tests and commissioning plans in accordance with the technical specifications and conditions stipulated in the contract documents for all the mechanical plant envisaged.
- Keep a diary or logbook, recording Contractor's hours on the job site, weather conditions, materials on site, equipment on site, staffing levels and data relative to questions of extras or deductions, list of visiting officials, daily activities, and observations in general.
- Chair weekly site meetings and monthly site progress meetings and prepare and issue minutes to all concerned parties.
- Prepare and submit the monthly progress reports which shall include progress reporting, photos, physical and financial progress schedules, and environmental mitigation measures taken.
- Follow up on the project cross-cutting issues such as Environmental and Social Impact Assessments, comply with safety, health and risk management requirements, Value for Money, Risk Management, Gender Equity and Social Inclusion, Conflict Sensitive Programming, and project contribution to economic growth aspects are fully integrated into the project outputs.
- Supervise the Contractor in all matters of Health & Safety and care of the Works and establish an Incident and Injury Free (IIF) culture.
- Prepare the as-built drawings upon completion of the Works.
- Undertake a final review/inspection with the Client to confirm compliance and quality acceptability and issue certificate of substantial completion with a list of all outstanding defects (snag list) to be made good during the defects liability period.
- Supervision of defects on the long term are excluded from this assignment; however, the Client could seek assistance of the RE where the situation needs the RE's support. Such short-term inputs shall be made under specific agreements.

Task 4: Review of technical documents submitted by the Contractor

- As required in Special Conditions of the works contract, review all documents for the design of the works issued by the Contractor and grant approval or disapproval not exceeding 21 days following receipt. The RE shall liaise with the Contractor to resolve any issues as quickly as possible. The Contractor shall not commence works prior to receipt of approval from the RE.
- Render interpretations necessary for the proper execution and progress of work, with reasonable promptness.
- Render written decisions within a reasonable time, on all claims, disputes and other matters in question relating to the execution or progress of work or the interpretation of the construction contract documents.

Task 5: Modifications

- Consider and evaluate Contractor's suggestions for modifications in drawings or specifications and report them to the Client with recommendations.
- Examine Contractor's proposals for changes and provide recommendations to the Client for approval when changes affect cost. Changes which do not affect cost or quality may be approved on-site and recorded in the monthly progress reports. Such changes shall be affected by written orders issued by the RE.

5. Duration and Locations

The assignment will be expected to last 18 months from the commencement of the contract. The construction contract duration may be more or less than the 18 months. The RE will commence work one month before the construction work commences in order to review the documentation of the works. The RE shall spend one month after the finalisation of the contracts in order to close out the works contracts and any outstanding issues such as operation and maintenance manual and defects detected at the end of the works.

6. Reporting Arrangements

The RE will work under the overall supervision of the SDF Secretariat Sector Specialist. On a day-to-day basis, the RE will work with the PMTs, especially with the Project Manager and Technical Advisor.

7. Expected deliverables.

The RE will prepare and submit to the client the following reports, including soft copies in editable formats (in Word, Excel, etc.). Submission shall be in draft form and final copy upon approval of the draft reports.

Deliverable	Timing
Mobilization report	As allowed in the contract document
Quality Assurance Manual	Once at the beginning of the contract and follow up on the progress
Monthly Progress Report	Monthly
Quarterly Progress Report, including Environmental and Social Management Report	Quarterly
Annual Progress Report	Annually
Interim Appraisal Report	Every six months

Draft Final Account and Completion Report	Within one month of the commencement of the DLP
Claims Analysis Report	As required
Payment certificates	Monthly or as required
Special Report(s)	As required

8. Required Qualifications, Skills and Experience

Qualifications and skills

- At least a Bachelor's degree in Civil Engineering with major in Roads or Highway Engineering.
- Registration with relevant recognised professional body.
- Demonstrated excellent command of spoken and written English.
- Proficiency in use of basic computer software such as MS Project, Microsoft Office, AutoCAD Civil 3D.

General professional experience

- Minimum of 12 years' experience as Senior Engineer in road construction / reconstruction / rehabilitation projects.
- Minimum of 3 years' experience in countries with road conditions similar to Somaliland.

Specific professional experience

- Minimum of 7 years' experience in roads design activities, specifically pavement rehabilitation, highway design, and construction.
- Minimum of 5 years' experience as Resident Engineer in road construction project with at least one similar project in the last 5 years.
- Minimum of 5 years' experience in contract management and dealing with contractors / implementing partners.

9. Equipment

No equipment is to be purchased on behalf of the Client/Contracting Authority as part of this service contract or transferred to the Contracting Authority or local counterparts at the end of this contract. The Expert is expected to either rent or bring his/her equipment to complete the consultancy assignment with all the necessary software installed.

10. Fees and Allowances

- The successful candidate will be offered competitive daily fees.
- Fees will be paid on monthly basis against submission of agreed reports and approval of timesheets and invoice.
- Final payment will be made after the completion and approval of the final report.
- The SDF Secretariat shall organise and pay for the Expert's accommodation, travel within Somaliland, and DSA as per SDF guidelines.

11. Duty of care

- The Expert will work under the overall SDF Secretariat Health, Safety and Security protocols.
- The Expert will be expected to provide own insurance for health care (which must include Medevac provision which caters for COVID-19 related evacuation), accidents, and other risks associated to the assignment. The SDF Secretariat shall be free from any liabilities arising from the same.

12. Other provisions

- **Accountability:** The Expert will be accountable to the SDF Secretariat Team Leader or his designate. However, the Expert will technically report to the Sector Specialist at the SDF Secretariat and will work on a day-to-day basis with the Project Management Team at MoTRD, specifically the Project Manager and Technical Advisor.
- **Duty post:** The workstation is the project site with site office in Berbera or Sheikh.
- The SDF Secretariat will arrange all transport by road or air as needed.
- The SDF Secretariat will arrange accommodation.