

TERMS OF REFERENCE

Contract			
Project			
Competence	Team leader/Road Engineer		
Source	Local	Category	Independent individual consultant (IC)
<p>Objective/Purpose of the assignment: Organization of effective and efficient work of an individual consultants team to assist in the road sector reforming.</p> <p>Scope of work:</p> <ul style="list-style-type: none"> - TL shall draw up a General work schedule of the expert team, broken down by each expert, and have it approved by the signature of the Minister or the supervising Deputy Minister, all within 20 days from the beginning of the project; - for proper and coordinated development of draft normative legal acts (NLA), TL shall hold general meetings with the expert team as required, but not less than once a week, inviting relevant specialists from the MOTC KR Central Office as needed; - TL shall prepare monthly progress reports of the expert team for the Minister and the supervising Head of Department and Deputy Minister; <p>As Team Leader, directly performs the following works:</p> <ul style="list-style-type: none"> - In collaboration with the expert team, TL shall review the normative legal acts related in the road industry dated 2021 and onwards and aimed at transforming the industry, in order to prepare recommendations and a corresponding package of documents on the further direction of the industry's activities (including preparation and legal support prior to the approval of regulatory legal acts concerning the activities of the DDH, the State Enterprise "KAZh", the Road Fund, and the PIC); - Development of a minimum set of road safety indicators, taking into account the international practice of road safety audit (coordination with the road safety consultant under CRP-AF project); - Develop recommendations for the implementation of a common road safety database; - Comparative analysis of national legislation and safety technical requirements with international road safety requirements; - Development of Terms of reference for the construction and placement of toll collection points; - Development of the Procedure and conditions for the operation of toll roads, as well as the Methodology for calculating tolls on the toll road; - Prepare an analysis of the PBM effectiveness for the pilot project on the Balykchi-Kochkor-Epkin road section. - Other tasks needed for successful completion of the assignment; - Participation in the development of a master plan for the development, improvement, and location of road and roadside service facilities on the right-of-way and roadside of public roads (lawyer, engineer); - Development of a methodology for assessing the technical condition of roads in accordance with the procedure established by the authorized state body in the field of transport and communications. - development of NLAs on amendments and additions to: <ol style="list-style-type: none"> 1) GOV KR Resolution No. 538 dated 24.08.2017 "On approval of the Regulation on the procedure for design, construction and reconstruction of roads to bring them into compliance with current legislation"; 2) GOV KR Resolution No. 512 dated 18.08.2017 "On Approval of the Procedure for the Use of Roads and Road Structures and their Protection on the Territory of the Kyrgyz Republic and 			

Order of classification and numbering of public roads in the territory of the Kyrgyz Republic” (add the road category and length, etc.);

- Update and supplement SNIP 32012004 “Design of roads” and “Code of Rules” according to the regulations of the Customs Union;
- Development of model series for roads of the Kyrgyz Republic;
- Analysis of by-laws and other normative legal documents in the road transport sector, prepared or being prepared by the Ministry, for compliance with the legislation of the Kyrgyz Republic and international treaties, to which the Kyrgyz Republic is a party, entered into in accordance with the established procedure. Instead of - conducting an analysis of by-laws and other regulatory legal documents in the road transport industry, prepared or being prepared by the Ministry, with the aim of bringing them into compliance with the legislation of the Kyrgyz Republic and international treaties entered into in the established manner, to which the Kyrgyz Republic is a party (from a lawyer).
- Development of internal procedures for identifying and selecting projects to be prepared by the Ministry;
- Providing assistance and advice to the RAMS II consultant in the framework of the Road Fund’s work analysis;
- Preparation of proposals and recommendations together with international consultants to improve the work and organization of business processes in the Road Fund;
- Preparation and development of recommendations on the effective cooperation between the Road Maintenance Department, SE "Kyrgyzavtozhil" and Road Fund.

As Road Engineer, directly performs the following works with the expert team:

- analyze the normative legal acts and other acts in the road sector, developed by the MOTC KR, for compliance with the law and international treaties that have entered into force in the manner prescribed by law, to which the Kyrgyz Republic is a party;
- conducting an audit and review of standards, GOSTs applied in the territory of the Kyrgyz Republic for compliance with real conditions and, if necessary, make proposals for updating SNIPs;
- development and updating of SNIPs in agreement with KDTP (Design Institute) and MOTC KR;
- conducting a comparative analysis of national legislation and technical safety requirements with international road safety requirements;
- development and implementation of rules and procedures for conducting safety audits for roads;
- development of terms of reference for the construction and placement of toll booths;
- surveys and traffic forecasts for at least 10 years along the main transport corridors passing through the territory of the Kyrgyz Republic (Bishkek-Kuntuu-Belogorka-Suusamyr);
- as necessary, together with the expert team, prepares recommendations for improving the effectiveness of cooperation between the Road Maintenance Department, SE "Kyrgyzavtozhil" and Road Fund.
- preparation of recommendations for the further development of SE "Kyrgyzavtozhil" and Road Fund.
- together with a lawyer, development of methodological recommendations for landscaping public roads
- together with a lawyer, development of the Procedure for conducting departmental examination of design documentation for capital and periodic repairs of existing public roads (Article 25 of the law);
- together with a lawyer, development and support until approval of the Procedure and conditions for the operation of toll roads;

- together with lawyer, draft a list of sections of motorways, the maintenance of which can be carried out on the basis of a contract for the procurement of services for their maintenance (Article 26);
- conduct an analysis of the existing system of project approval and coordination and propose measures to simplify the approval process (together with a lawyer and a transport economist);
- fulfillment of other instructions related to engineering and technical issues;

FS for toll road implementation:

- jointly with the quantity engineer, prepares technical solutions for making the road a toll road, taking into account the road safety requirements;
- jointly with the quantity engineer prepares technical solutions for arranging a toll road;
- prepares indicative engineering calculations for the organization of toll traffic, including the construction and installation of the necessary equipment;
- together with the expert team, prepares estimates of the total annual amount of tolls from the toll road;
- jointly with the expert team, prepares an economic Return-on-Investment analysis for the toll road using the HDM program;
- other tasks as may be instructed by the Team Leader for successful FS preparation.

Outputs:

- Order of the Ministry of Transport and Communications of the Kyrgyz Republic " On approval of the Procedure and conditions for the operation of toll roads";
- Order of the Ministry of Transport and Communications of the Kyrgyz Republic "On Approval of the Master Plan for the Development, Improvement and Placement of Road and Roadside Service Facilities on the ROW and Roadside of Public Roads";
- Order of the Ministry of Transport and Communications "On approval of the Procedure for conducting departmental examination for capital and periodic repairs of public roads;
- development of TOR for the construction and placement of toll booths.
- assistance in supporting the relevant draft NLAs;

Outputs:

- Work schedules for the main areas of the team's activities;
- A ready-made analysis of NLAs, and expertise of draft normative legal and other acts in the field of the road sector developed by MOTC KR;
- Assistance in supporting the relevant draft NLAs;

Main outputs of the Expert Team's work are the developed relevant draft NLAs.

Reporting requirements:

Initial report - after 20 days, a schedule of works and sequence of works shall be provided with a clear indication of the planned timing for NLAs development;

(Progress briefing shall be provided on a monthly basis);

Monthly progress reports to the supervising Head of Department and Deputy Minister (or to the Minister).

Completion report - full information on the works done and achievements with recommendations on further activities with regard to the adopted documents.

Place of the assignment	Days/months	Dates
Principal place of services is the ADB PIU office at the Ministry of Transport and Communications of the Kyrgyz Republic with intermittent visits to the relevant government agencies, if necessary.	9 months	Commencement of Services is scheduled to _____, 2025, subject to approval of ADB. The contract is effective till _____, 2026.

Contract Period (Indicate if intermittent)	- intermittent	-
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Qualification requirements:

- *At least 7 years of experience in the road sector, including at least 3 years in the MOTC KR, experience in management positions shall be an advantage;*
- *Experience in projects funded by international financial institutions shall be an advantage;*
- *Knowledge of the state and official languages at a level sufficient to complete the assignment;*
- *At least 5 years of experience in developing and accepting regulatory legal acts;*
- *Knowledge of the road sector management and financing system;*
- *Management experience (planning, organizing, coordinating, motivating and controlling).*