



## **Draft Terms of References (ToRs) for Road Asset Management Act**

### **ROAD ASSET MANAGEMENT ACT**

#### **1. ROAD ASSET MANAGEMENT SYSTEM (RAMS):**

*A systematic process of maintaining, upgrading and operating assets, combining engineering principles in logical manner, it will provide tools to facilitate a more organised and flexible approach to make the decisions necessary to achieve the public's expectations. The term road asset management system embraces all the processes, equipments, data and policies necessary to achieve the goal of effectively managing road assets.*

Road Authorities are responsible for the management of their own unique set of assets. The typical assets of road authorities as:

- Physical infrastructure, such as carriageways, street furniture and bridges etc.
- Human resources (Skilled Personnel and Knowledge).
- Equipments and materials (Maintenance & Construction).
- Other items of value such as Rights-of-Way (RoW), Road Inventory Data, Computer Systems, and Technologies, etc.

Generally, the types of assets to be included in RAMS are depending on the road authorities. Typically, the system will start with the authorities major assets and expanded to include other assets such as data (traffic data, axle load data, etc), or system capabilities, become available for them over a time.

#### **2. OBJECTIVES:**

Roads play a critical role in public service delivery and economic growth both through the increased mobility of citizens, goods and services, and through building and maintaining infrastructure.

The objectives is to develop the Road Asset Management Act to promote safe and efficient road networks and provide for the responsible use of road reserves for other legitimate purposes, such as the provision of utility services and public transport by the roads authorities.

The Act will outline the responsibilities of various road authorities for managing the different part of the road reserves (road, footpath, service roads). The main objectives are to make road authorities more accountable for the performance of their road management responsibilities and develop RAMS.

RAMS will also provide access to information that can be applied to effectively manage road networks to ensure that optimum performance can be achieved from road and bridge assets. This can deliver relevant quality data and information including but not limited to:

<b>Road Assets and Description</b>	
<b>Asset Type</b>	<b>Asset Description and Components</b>
<b>Carriageways</b>	The part of the road used by Vehicles. This asset group includes drainage systems lay-by traffic calming and verges
<b>Pedestrian Infrastructure</b>	<b>Footpaths:</b> used by the pedestrian adjacent or remote from carriageways <b>Cycle Tracks:</b> If any or may be used in future on KPK roads
<b>Structure</b>	Primarily bridges and culverts
<b>Street Lighting</b>	Includes lamps, columns, ducts and cablings, illuminated road signs
<b>Traffic Control systems</b>	Signalised junctions, duct and cabling, cabinets, loops and detectors, etc
<b>Street Furniture</b>	All Ancillary features of the road including traffic signs, safety fencing, pedestrian barriers, bollards and monuments etc
<b>Car Parks</b>	Car parks maintained and operated by Authorities
<b>Miscellaneous</b>	Security systems ( check post and CCTV etc), Gantries, Green Belts, Trees,Underpasses/Overhead bridges, etc

It can also provide information on the following to integrate with the above:

- Traffic volumes
- Heavy Goods vehicle axle weights
- Maintenance cost information.

### **3. CONSTRAINTS:**

There may some inherent issues that can influence the way authorities implement asset management system, e-g

- The Political System
- Legal Constraints
- Financial Constraints

### **4. OBJECTIVES OF TOR:**

The Government of KPK through Urban policy Unit P&D Department has organised to introduce Road Assets Management Act with the assistance of USAID as donor, to hire a consultant to deliver in accordance with the best international practices. The purpose is to provide a framework to promote an integrated approach to developments, which ensures that proposals promote more efficient use of investment infrastructure in KPK. The guidelines are intended to provide assistance and guidance for planning authorities and other departments responsible for their road asset and managing those assets in KPK. The Road Asset Management Act should be based on the following key principles:

- Clear Allocation of Road Asset ownership and Management,
- Established processes and accountabilities for policy, decisions and performance standards,
- Provision of operational powers to achieve targets and performance standards,
- Clarification of Civil liability (if any or proposed) laws for the management of Road Assets.

## 5. TASKS:

- 5.1 Review the Road Asset Management System of the road related authorities/departments in KPK if any and identify weaknesses and strengths.
- 5.2 To set the objectives for Road Asset Management Policies and strategies, this will help to develop the Road Asset Management Act.
- 5.3 Identify various issues in implementation of RAMS and possible solutions to those issues (like political system, legal constraints, financial constraints)
- 5.4 Identify and set standards to classify the Road Assets and its Management System in KPK. It should include enabling road authorities to put in place their own road asset management system, funding mechanism and maintenance policies and procedure.
- 5.5 To set standards for implementation of a modern Road Infrastructure Asset Management System (IT and modern Software base) and provide a technical and economic basis for RAMS allocations towards network conservation through the Act.
- 5.6 Identify the usefulness and set a basis for centralised RAMS system for all concerned authorities.
- 5.7 To set the level of services (LoS) and constitute code of practise for road maintenance management.
- 5.8 To set standards for measuring the performance of RAMS and develop a performance mechanism including four types measures Input, Output, Outcome and Efficiency both qualitatively and quantitatively (Data Collection, Data storage, Data Management, Analyses and Reporting).
- 5.9 To establish, Code of Practice, to define powers and obligations between road authorities for managing the road assets through this Act.
- 5.10 To proposed environmental improvement through this Act, like to identify and propose green belts corridors and method/mechanism for safe utilities services. Also to create methodology for utility corridor between various agencies and utility companies

5.11 To review the existing methodology of minimising road safety hazards during construction if any. Enforcement and methodology (if not or out dated) should be proposed for traffic control plans to maintain the acceptable condition of road during construction for line departments.

5.12 To proposed penalties/fines and for damages and vandalism to assets, or define legal actions against departments or individuals.

## 6. Deliverable and Reporting Requirements

Preference will be given to those consultants who have proven experience of working with Road Asset Management System. The Consultant will be required to generate various reports at different stages of the project for the Road Asset Management Act including:

S No	Title of Deliverable	Schedule for submission	Payments
1.	<p>Inception Report: To highlighting the approach to deliver scope of work with time frame, methodology and strategy.</p> <p>Consultant will be required Power Point Presentations highlighting the process out line in Inception report. And will also consider the recommendations from different stakeholders (Road Authorities and Urban Policies Unit) at this stage if any.</p>	Within 2 Weeks of the award of the contract.	10% of the contract
2.	Data Report: To review the existing RAMS and identify various issues/gaps.	Within 5 weeks of approval of inception report	20% of the contract
4	Consultation with stakeholders.	Within 9 weeks of approval of inception report	20% of the contract
3.	Draft Report :Task 5.2 to task 5.12	Within 15 weeks of approval of inception report	20% of the contract
5	Consolidated Draft Report of all Tasks & power point presentation. (input from stakeholders consultation to be incorporate in the final report)	Within 18 weeks of approval of inception report	20% of the contract
6	Final report	Within 21 weeks of approval of inception report	10% of the contract

**Note:** The consultant shall provide all data in both soft and hard form as follow:

- Four hard & soft copies of inception report
- Four hard & soft copies of data report
- Four hard & soft copies of each draft report and consolidated draft report
- Fifteen hard & soft copies final report and soft format.

Payments are subject to approval by Technical Evaluated Committee.

## 7. Key Personnel and Staff-Month Rate

Position	Qualification	Staff-Month	Min Experience
Team Leader: Civil Engineer or Highway Engineer	PhD or MSc	6	15 years
Structure Engineer	MSc	3	10 years
Highway Engineer/ Transport Engineer	MSc	3	10 years
Electrical Engineer	MSc	1	10 years
Sewer & Sanitation Engineer	MSc	2	10 years
Legal Advisors (in Transport, Highways or Relevant Fields)	LLB /LLM	2	10 years
Supporting Staff		6	5 years