**TERMS OF REFERENCE**

**Road asset management specialist**

**Background**

The International Bank for Reconstruction and Development (IBRD) and Agence Française de Développement (AFD) are implementing US$ 300 million Serbia Local Infrastructure and Institutional Development Project (Project). Project implementation is part of wider urban development activities in the Republic of Serbia that are based on the Sustainable Urban Development Strategy (SUDS) and will apply a holistic approach, where current policies and practices important for overall local infrastructure service delivery will be strengthened through a mixture of investments, technical assistance, and capacity building. In order to support and strengthen infrastructure service delivery at the local level, a particular focus would be on improving mobility sustainably to increase accessibility to economic and social opportunities.

**Objective**

The Project aims to improve Local self-government (LSG) capacity to manage sustainable infrastructure and improve access to economic and social opportunities in a climate-aware manner. The Project consists of three components:

*Component 1. Climate Smart Mobility* would improve mobility within the LSGs by strengthening the system for transport infrastructure service delivery and by supporting transport infrastructure renewal that will increase resilience to natural disasters while reducing emissions of Greenhouse gases (GHGs) and local pollutants. The component will be implemented through two subcomponents:

(i) *Infrastructure renewal* - The majority of investments will be in transport infrastructure reconstruction and rehabilitation within the existing infrastructure perimeters. Promoting a resilient and inclusive approach, active mobility, and priority for public transport will be an integral part of the project design. This sub-component will also finance technical assistance required for the execution of the works, including services for design, supervision, technical audit, and road safety audit. All LSGs will get funding for activities eligible for financing under this subcomponent in accordance with a predefined formula and in the form of grant transfers and subject to signing the Grant Agreement.

(ii) *Sustainable mobility enhancement*– Activity willstrengthen LSG systems to plan, manage, implement, and operate resilient transport networks that sustainably promote patterns of climate-smart mobility.This subcomponent will finance technical assistance, capacity building and demonstration pilots in three main areas:

1. *Improve local road network management and resilience*; Creation a framework for local road management, including guidance on institutional arrangements, policy, standards, maintenance contracting, asset management, resilience and road safety.
2. *Mainstream sustainable and integrated mobility planning*; Creation of approximately 40 gender-sensitiveSustainable Urban Mobility Plans(SUMPs) with transport management plans for medium and small-size LSGs.
3. *Pilot smart mobility solutions through digital technologies*; Creation of proposals for smart mobility contractual modalities in areas such as optimizing public transport services, intelligent transportation systems, real-time information and infrastructure or service sharing schemes.

*Component 2. Strengthening Systems and Capacity for Infrastructure Service Delivery* would improve the effectiveness and sustainability of infrastructure service delivery locally by strengthening LSGs’ capacity to implement current planning and Project finance management (PFM) and Public Investment Management (PIM) policies. The component will finance a mixture of technical assistance and capacity-building activities focused on:

(i) *Enhanced strategic participatory planning and identification of pipeline projects* that would include climate and resilience considerations into the planning approaches and better integrate them into the capital investment and budget planning process. The subcomponent will finance technical assistance and capacity building in three main areas:

1. *Improve Participatory Planning in Pilot LSGs -*developing critical planning, environmental and climate-related strategic documents, and corresponding multi-annual and annual budgets.
2. *Identification and Initial Preparation of Future Urban Investment Projects*-Urban regeneration and municipal infrastructure projects would be identified, and technical assistance provided for early-stage preparation of future investments.
3. *Mainstream Participatory Approach* - developing a Manual for Citizen Participation and E-Government portal extension for informing on the planned infrastructure investments and consultations.

(ii) *Strengthened institutions, PFM, access to financing, and capacities* that would ensure institutional improvements in the local PFM and PIM accompany the direct benefits through the provision of funding for the LSGs. The subcomponent will be implemented through a set of analytical work, technical assistance, and development of tools, in particular:

1. *Improving access to financing -* Assessment of the current local infrastructure financing framework and design of recommendations to improve the LSGs’ ability to raise private capital for infrastructure investments, potentials of green funds, and perspective of the municipal fund scheme;
2. *Strengthening institutions and human capacities* - Review of the currently fragmented institutions and human capital and design of recommendations for consolidated approaches and process simplification
3. *Enhancing the implementation of key country systems for climate-aware infrastructure service delivery* - Capacity building and implementation support in procurement, PFM, PIM, transparency and inclusion, contract management, social and environmental management, etc.

*Component 3: Project Implementation Support and Awareness Raising* would establish an institutional set-up that will enable successful project implementation and raise awareness about the importance of green transition and sustainable mobility. Activity will support establishing and maintaining the strong Project Implementation Unit (PIU) and strengthening the Central Fiduciary Unit (CFU).

The Project will be managed by the Ministry of Construction, Transport and Infrastructure (MCTI) through a PIU, supported by the CFU in the Ministry of Finance (MoF), the employees in the LSGs officially assigned to the project, and the Project Steering Committee.The PIU will be responsible for the overall project management, providing full technical support and guidance to the LSGs in selecting, preparing, reviewing, supervising, and managing investments. The CFU will be responsible for fiduciary issues like the financial management of the Project, will support the PIU in approving procurement-related documents, and will support the LSGs in implementing procurement procedures, including procurement capacity development. LSGs will be responsible for the entire project life cycle – from prioritisation, preparation, and procurement to management and supervision. The Project Steering Committee will consist of the representatives of respective ministries and project partners and will overview the implementation of the Project, facilitate policy dialogue and inter-ministerial cooperation, help resolve any bottlenecks that might be experienced, and adopt annual progress reports.

**Scope of Work – Road Asset management specialist**

The Ministry of Construction, Transport and Infrastructure (MCTI) intends to engage a highly qualified individual consultant - Road asset management specialist, to provide services as a part-time member of the PIU.

The Road asset management specialist will perform tasks of the LIID Project related to urban transport system development with the main focus of Component 1: Climate Smart Mobility, and specifically, related to the sub-component 1.2 Sustainable Mobility [TA and tools] to improve local road network management and resilience.

This component's activities aim to improve transport infrastructure resilience by applying a sustainable transport planning approach. The objective is to improve existing transport and associated infrastructure to support climate-smart mobility and move toward a safe, green, clean transportation system. The main activities of road asset management specialists are organizing, coordinating and monitoring the improvement of local road network management and infrastructure resilience.

The Road asset management specialist will serve as the main PIU focal person responsible for the local roads management framework and support PIU in project planning and implementation.

The Road asset management specialist works under the supervision of the Head of PIU and will be responsible for:

* Support the Head and Deputy Head of the PIU in organizing, coordinating, integrating, and monitoring operations related to the assignment, both at the PIU premises and in the field, during its preparation and implementation;
* Providing technical input and administrative and managerial support to the LSGs in the process of preparation and performance of activities and obligations related to the road asset management system that shall be developed and implemented;
* Providing technical input and assisting in the procurement of the Technical Advisory for Improvement of Local Road Management, including development of national policy for management and financing, inventories and RAMS, multiannual infrastructure planning and pipeline identification (participation in preparation of Procurement Documents and relevant technical documents such as Terms of References);
* Assist in technical and financial evaluation of proposals, if required;
* Accountable for strengthening municipalities’ planning and implementation capacity related to the RAMS;
* Providing support to the municipalities in RAMS introduction for maintenance and rehabilitation planning and support in data collection needs;
* Ensure quality of the municipal RAMS system and quality of road maintenance procedure and contracts;
* Ensure that best practices of road management should be incorporated in LSG plans and programs;
* Providing support in training/capacity-building activities that will build local government capacity to develop simple RAMS as well as internal training as needed on RAMS-related matters to the PIU staff, the MCTI, LSGs, and other ministries, and other relevant stakeholders;
* Participate in PIU progress and other reports preparation, including reporting obligation to WB, AFD, Steering Committee and MCTI;
* Issue Monthly Reports for the assigned and performed activities to the Head of PIU with brief descriptions of progress and challenges while providing sound solutions to overcome implementation difficulties;
* Perform other duties in support of project preparation and implementation, as required.

**Profile of the Road Asset Management Specialist**

The Road asset management specialist should possess:

* Advanced university degree (Master’s degree or equivalent) in Civil engineering/ Transport or Traffic engineering
* More than 10 years of demonstrated experience in road infrastructure development projects;
* More than 5 years of demonstrated experience in road projects which support introduction or implementation of road asset management system;
* Relevant experience with projects of international financial institutions will be considered as an advantage;
* Experience in delivering technical assistance to LSGs in road management will be considered an advantage;
* Experience with projects of relevant national and EU legislation which are related to activities from this ToR will be considered as an advantage;
* Competence for incorporating gender perspectives into substantive work and ensuring the equal participation of women and men in all areas of work; commitment to the goal of gender balance in staffing and creating a gender-sensitive working environment that pays attention to work/life issues;
* Knowledge of computer, office software, and web-based applications ( Auto CAD r similar) use
* Working knowledge of written and spoken Serbian and English

**Length of assignment**

Duration of the contract is three (3) years (36 months).

The Consultant is expected to provide part-time services up to 10 working days per month.

Probationary period is six (6) months.

The Consultant shall not be engaged more than 48 hours per week cumulatively for this assignment plus any other additional assignments/contracts.

**Facilities to be provided to the Consultant**

MCTI will provide the Consultant with suitable office space, equipment (PC, telephone, internet connection, etc.), and access to office services as required.

**Confidentiality**

The Consultant undertakes to maintain confidentiality on all information that is not in the public domain and shall not be involved in another assignment that represents a conflict of interest to the prevailing assignment.

**Selection of Consultant**

The Consultant will be selected applying Open competition method.

The Consultant is eligible, and his selection does not create any conflict of interest as provided in the Bank`s Procurement Regulations.

Women candidates are strongly encouraged to apply.

The evaluation criteria for this assignment are:

•             Specific Experience relevant to the Assignment                                  (50) Points

•             Qualifications and Competence relevant to the Assignment           (50) Points