



*Development Initiative for  
Northern Uganda - DINU*

PREPARED FOR: UNITED NATIONS CAPITAL DEVELOPMENT FUND (UNCDF)

## CONSULTING SERVICES: TECHNICAL ASSISTANCE TO THE DISTRICT LOCAL GOVERNMENTS OF ABIM, ADJUMANI, AMUDAT AND MOYO TO CARRY OUT DESIGN FOR REHABILITATION OF DISTRICT AND COMMUNITY ACCESS ROADS

Contract No. 016-01-2019

### MONTHLY PROGRESS REPORT

MAY 2019

SUBMITTED BY:



Partner



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## DOCUMENT HISTORY

Document Title:	Consulting Services: Technical Assistance to the District Local Governments of Abim, Adjumani, Amudat and Moyo to carry out Design for Rehabilitation of District and Community Access Roads		
Revision	Description	Summary of revisions	Date issued
00	Draft Inception Report	Draft	April 8 <sup>th</sup> 2019
01	Inception Report	Final	April 24 <sup>th</sup> 2019
00	Monthly Progress Report (April)	Draft	May 10 <sup>th</sup> 2019
01	Monthly Progress Report (April)	Final	May 22 <sup>nd</sup> 2019
00	Monthly Progress Report (May)	Draft	June 10 <sup>th</sup> 2019

## EXECUTIVE SUMMARY

The European Union through its 11<sup>th</sup> European Development Fund in collaboration with the Government of Uganda has launched the Development Initiative for Northern Uganda (DINU), an integrated development programme which aims at addressing the key development challenges in the Northern Uganda. One of the key development strategies is to enhance the transport infrastructure in Northern Uganda. DINU will implement activities aimed at unlocking trade within the region, country, and neighbouring countries through the improvement of transport infrastructures.

The Project is funded by the European Union (EU) through United Nations Capital Development Fund (UNCDF) in Collaboration with the Government of Uganda (GoU). UNCDF contracted SPEA Engineering S.p.A. in joint venture with TB3 Global Limited to provide consulting services for the technical assistance to the district local governments (DLGs) of Abim, Adjumani, Amudat and Moyo to carry out rehabilitation of district and community access roads.

The detailed assignment will involve review and update of the feasibility study report and preliminary designs, preparation of the detailed engineering designs, drawings, tender documents, and confidential cost estimates for the selected roads; and provide tender assistance during procurement of the civil works by the District Local Governments (DLGs).

As stipulated in the Terms of Reference, the Consultant submitted an Inception Report within one (1) month of commencement of the assignment. The Consultant carried out site visits to all the thirty-three (33) roads in the four districts and made some preliminary findings reported in the road condition assessment with major concerns being the rock outcrops, steep slopes, seasonal rivers, serious drainage considerations and insufficient water sources for road works. Consultative meetings were also held with district local government officials and majorly the issues of concern were the need for involvement of communities, sensitization; and social, environmental concerns.

This report is submitted to give an account of the consultant's monthly progress of the assignment which will elaborate the activities for the month of May 2019.

## 1 INTRODUCTION

### 1.1 BACKGROUND

Building on the previous collaborative work of the EU and the Government of Uganda, the programme aims to steer a paradigm shift from a sector-oriented support to an integrated territorial approach, and 'connect the dots' between key sectors and areas for an inclusive and sustainable socio-economic development of the region, by supporting a selection of relevant value-chains (taking into account the respective agro-ecological zone types of the sub-regions), addressing notably the identified bottlenecks, and working with local private sector. This will not be possible without a crucial facilitating role played by local authorities who will be specifically supported to better fulfil their core and broad mandates (notably in relation to the other sectors targeted by this programme) and better respond to local needs and deliver quality services to its citizens, improving upwards and downwards accountability mechanisms. Complementary to this, DINU will implement activities aimed at unlocking trade within the region, country, and neighbouring countries through the improvement of transport infrastructures.

Local authorities are expected to play a key role in planning and overseeing the implementation of programme activities, as the programme adopts an integrated, place-based approach to development planning and implementation and operationalizes it through the formulation of jurisdiction-specific territorial development strategies, developing both vertical partnerships (local authorities-central state) and horizontal partnerships (local authorities - local private, non-profit and community-based organization), and leveraging place-specific resources.

To ensure the sustainability of its support to transport infrastructure and to strengthen the capacity of local government authorities and empower communities to participate in improved local service delivery, particularly maintenance and rehabilitation of road assets, DINU has introduced Result 2.1: Transport infrastructures in the regions are improved that incorporates Activity 2.1.2 - Rehabilitation and upgrading of selected numbers of priority districts and community access roads within 4 priority districts (Amudat, Adjumani, Abim, Moyo). (*The source of reference number 2.1 and 2.1.2 are from the "Project document"*). The Project is funded by the European Union through UNCDF in collaboration with GoU.

UNCDF contracted SPEA Engineering S.p.A. in joint venture with and TB3 Global Limited to provide consulting services for Technical Assistance (TA) to the District Local Governments of Moyo, Adjumani, Abim and Amudat in the review of the feasibility study report and preparation of detailed designs, and tender assistance for the District and Community access roads in priority districts of Amudat, Adjumani, Abim, Moyo under Contract No. 016-01-2019. According to the TOR of the assignment, an inception report was submitted within four weeks of the project commencement after which monthly reports are expected to be submitted. This is the first monthly report after the submission of the inception.

### 1.2 OBJECTIVES OF ASSIGNMENT

The overall objective of this assignment is to provide Technical Assistance (TA) to the District Local Governments of Moyo, Adjumani, Abim and Amudat in the review of the feasibility study report and preparation of detailed designs, and tender assistance for the District and Community access roads.

The specific objective of the assignment is to review and update of the feasibility study report and preliminary designs, preparation of the detailed engineering designs, drawings, tender documents, and confidential cost estimates for the selected roads; and provide tender assistance during procurement of the civil works.

### 1.3 THE SCOPE OF THE WORK

Working under direct supervision of Client in close collaboration with the Ministry of Works and Transport (MoWT), Ministry of Local Government (MoLG) and the beneficiary District Local Governments (DLG's), the consultant will review and update the feasibility study report and preliminary designs, prepare detailed engineering designs, drawings, tender documents, confidential cost estimate for the selected roads and provide tender assistance.

### 1.4 EXPECTED OUTPUTS

The anticipated outputs shall be as illustrated in the table below.

*Table 1: Expected Outputs*

Report	Due Date (After Start Date)
1. Inception Report	1 Month
<b>2. Monthly Progress Report</b>	<b>Monthly by the 10<sup>th</sup> day of the following month</b>
3. Engineering Design Report	06 Months
a. Geotechnical Report	4 Months
b. Environmental and Social Impact Assessment Report	4 Months
c. Topographic and geological survey Report	4 Months
4. Tender Action	12 Months
a. Pre-Bid Meeting Report	1 Week after Pre-Bid meeting
b. TA's Revised Cost Estimate	Bid submission date
c. Bid Evaluation Report	2 weeks after Bid submission
d. Negotiation Report	1 week after negotiations
e. Construction Contract	2 weeks after negotiation
f. Final Report and Presentation to Project Team-Summary of Accomplishments, Best Practices, Lessons learned and Recommendations/Risk Management Measures for Implementation	At the signing of the works contract

**2    PROGRESS AS OF 31<sup>ST</sup> MAY 2019**

**2.1    INTRODUCTION**

The project started immediately after the signing of the contract with mainly mobilization of resources, staff and equipment in order for the project to run as expected. The month of May 2019 mainly involved field data collection and data processing at the office.

**2.2    PROGRESS**

**2.2.1    PROGRESS DETAILS**

The progress as at 31<sup>st</sup> May 2019 is as presented in the table below.

Table 2: Key Tasks of the Assignment and Reporting

<b>Services/Activity to be provided</b>	<b>Sub-tasks/scope of works to be done</b>	<b>Submission Deadline as per Workplan</b>	<b>Physical Progress to-date &amp; status of reporting</b>	<b>Outstanding works and their anticipated time for completion</b>	<b>Way forward/ Action (s) Required</b>
1. Data Collection and Review	<ul style="list-style-type: none"> <li>Collection and Review of Relevant Documents</li> <li>Geology Data</li> <li>National Topo Control points, Landuse and Mapping</li> <li>Traffic Data</li> <li>Hydrology Data</li> </ul>	8 <sup>th</sup> April, 2019 for the Inception Report	<ul style="list-style-type: none"> <li>Review of Feasibility and Preliminary Design reports</li> <li>Design manuals and guidelines obtained</li> <li>Rainfall data obtained</li> <li>Geology Data</li> </ul>	N/A	N/A
2. Topographical Surveys	<ul style="list-style-type: none"> <li>Re-establishment of control points</li> <li>Static Observations and Leveling</li> <li>Cross sectioning</li> <li>Data Processing and DTM production</li> </ul>	8 <sup>th</sup> July, 2019	Activities completed for the project roads in Amudat, Abim and Adjumani Districts. A total length of <b>259.84km</b> out of 400.64km has been covered.	Activities for the project roads in Moyo district totaling <b>140.8km</b> in length.  Anticipated time for completion is June 2019.	N/A
3. Hydrological Studies	<ul style="list-style-type: none"> <li>Site inventory and assessment of the drainage structures</li> <li>Drainage Structures inspection and analysis</li> <li>Prepare a detailed design for the structures</li> </ul>	8 <sup>th</sup> July, 2019	Activities completed for the project roads in Amudat, Abim and Adjumani Districts.	Activities for the project roads in Moyo district totaling 140.8km in length.  Anticipated time for completion is June 2019.	N/A
4. Traffic Studies	<ul style="list-style-type: none"> <li>Manual traffic counts</li> <li>Prepare a Traffic study Report</li> </ul>	8 <sup>th</sup> July, 2019	N/A	N/A	N/A
5. Soil and Materials investigations	<ul style="list-style-type: none"> <li>To carry out DCP, trial pitting, subgrade field densities and sampling along the proposed road alignment</li> <li>Laboratory testing</li> <li>Material sourcing</li> </ul>	8 <sup>th</sup> July, 2019	Activities completed for the project roads in Amudat, Abim and Adjumani Districts.	Activities for the project roads in Moyo district totaling 140.8km in length.	N/A



<b><i>Services/Activity to be provided</i></b>	<b><i>Sub-tasks/scope of works to be done</i></b>	<b><i>Submission Deadline as per Workplan</i></b>	<b><i>Physical Progress to-date &amp; status of reporting</i></b>	<b><i>Outstanding works and their anticipated time for completion</i></b>	<b><i>Way forward/ Action (s) Required</i></b>
	<ul style="list-style-type: none"> <li>▪ Pavement Design</li> <li>▪ Prepare a detailed report on soils and materials</li> </ul>			Anticipated time for completion is June 2019.	
7. Pavement Design	<ul style="list-style-type: none"> <li>▪ Geotechnical Assessment of Materials</li> <li>▪ Pavement Design Options Analysis</li> </ul>	8 <sup>th</sup> July, 2019	Activities to commence in June, 2019	Pavement design of all project roads. Anticipated time for completion is June 2019.	
8. Geometric Design	<ul style="list-style-type: none"> <li>▪ Route Options Analysis</li> <li>▪ Horizontal and Vertical Alignment Design</li> <li>▪ Road Furniture Design</li> </ul>	8 <sup>th</sup> July, 2019	Geometric design for project roads in Amudat Distrit and Abim in progress.	Geometric design for Adjumani and Moyo district project roads  Anticipated time for completion is June 2019.	
9. Project Costing	<ul style="list-style-type: none"> <li>▪ Unit Rate Analysis</li> </ul>	8 <sup>th</sup> September, 2019	Costing of data collected in progres.	Development of Unit rates  Anticipated time for completion is June 2019.	
11. Environmental and Social Impact Assessment Study	<ul style="list-style-type: none"> <li>▪ Prepare an Environmental and Social Impact Assessment Report in accordance with NEMA guild lines</li> <li>▪ Prepare a scoping report</li> <li>▪ Stakeholder Consultations</li> <li>▪ Household Interviews</li> <li>▪ Focus Group Discussions</li> </ul>	8 <sup>th</sup> July, 2019	Data collection for Amudat, Abim and Adjumani districts complete. Data processing and report writing in progress for Abim and Amudat districts.	Data collection for Moyo district.  Data processing and report writing in progress for Adjumani and Moyo districts.  Anticipated time for completion is June 2019.	
12. Bidding Documents	<ul style="list-style-type: none"> <li>▪ Preparation of Bidding Documents</li> </ul>	8 <sup>th</sup> September, 2019	Activities to commence in June, 2019		

<i><b>Services/Activity to be provided</b></i>	<i><b>Sub-tasks/scope of works to be done</b></i>	<i><b>Submission Deadline as per Workplan</b></i>	<i><b>Physical Progress to-date &amp; status of reporting</b></i>	<i><b>Outstanding works and their anticipated time for completion</b></i>	<i><b>Way forward/ Action (s) Required</b></i>
13. Tender Assistance	<ul style="list-style-type: none"> <li>▪ Pre-Bid Meeting Report</li> <li>▪ Bid Evaluation Report</li> <li>▪ Negotiation Report</li> <li>▪ Construction Contract</li> <li>▪ Final Report and Presentation to Project Team – Summary of Accomplishments, Best Practices, Lessons Learned and Recommendations / Risk Management Measures for Implementation</li> </ul>	8 <sup>th</sup> February 2020			

### 2.2.2 STAFF, EQUIPMENT AND OFFICE MOBLIZATION

The consultant has ably mobilized resources, equipment, key experts and other project support staff who are ready to take on their activities. An advance team went ahead to make and establish contacts with the district officials who shall be part of the core team in the project operations.

#### a) Staff offices

The project has established a central office located at Sir Apollo Kaggwa Road, Makerere Kikoni. This shall be the overall coordinating office in Uganda. Contact offices shall be set up in each of the priority districts for consultations from time to time as the need shall be arising.

Table 3: Office Locations

Consultant	Office	Position
SPEA Engineering s.p.a.	Roma: Sede Legale via Bergamini. 50 00159 Roma (Italy) Tel: +39 064 3631 Fax: +39 064 363.7001 PEC: <a href="mailto:spea.adpec@legalmail.it">spea.adpec@legalmail.it</a>	Lead
TB3 Global Limited	Plot 102, Sir Apollo Kaggwa Road Makerere – Kikoni Tel: +256 706 294 996; +256 783 102 941 Email: <a href="mailto:table3ms@gmail.com">table3ms@gmail.com</a> Website: <a href="http://www.tb3.co.ug">www.tb3.co.ug</a>	Partner

#### b) Equipment

The consultant has ably mobilised up to eight (8) RTK GPS equipment, 2 Garmini hand held GPS with camera, 2 DCP equipment, 5No 4-wheel drive vehicles, Hand Held GPS with cameras, 2 Montana Garmin 650 and 4no. procurement of Auto Civil 3D licensed version.

#### c) Staff

All key staff including the Team Leader, Deputy Team Leader, Pavement Engineer, Land Surveyor, Environmentalist, and Sociologist have been fully mobilised so far. They have made initial visits to the field roads and with the availability of resources and equipment are ready to commence with the works.

### 2.2.3 DEPLOYMENT

The strategy of deployment shall be on a district by district basis. All the teams handle most of the activities (field survey, material investigation, traffic, hydrological assessment) at the same time along the same roads district by district. This strategy is anticipated to go a long way in facilitating not only fast and comprehensive field work but also to be able to complete a road at a time such that the designated subsequent activities can commence as field work progresses in other districts.

## 2.3 FINANCIAL PROGRESS

As per the payment schedule, the total Contract Amount is US\$ 373,700 and the financial progress of services is indicated in the table below.

Table 4: The Payment Schedule

N0.	Deliverable	Payment	Amount Received / (Invoice No.)
1	Upon Submission and approval of the Inception Report	20% of total Contract Amount	NIL

2	Upon submission and approval of the Detailed Designs	30% of total Contract Amount	NIL
3	Upon Submission and approval of Tender documents	20% of total Contract Amount	NIL
4	Upon the Client signing the works contract	20% of total Contract Amount	NIL
5	Upon Submission of the Final Report and Presentation of the same to the Project Team	10% of total Contract Amount	NIL

The invoice for the Item No.1 has not yet been issued to the Client. Payment by the client according to the Terms of Reference will be effected within 30 days after receipt of Invoice.

## 2.4 CORRESPONDENCE RECEIVED AND ISSUED

*Table 5: Table of Correspondences*

Letter	From	TO	Date
1. Submission of Draft Inception Report (Rev_00)	SPEA Engineering S.p.A	UNCDF Plot 4 Ngabo Road Kampala Kololo, Uganda Tel: 256 772 452 142 Att'n: <b>Ms Jenifer Bukokhe Wakhungu</b> Cc: <b>Mr. Anania Mbabazi</b>	8 <sup>th</sup> April 2019
2. Letter of Approval of Inception Report	UNCDF Plot 4 Ngabo Road Kampala Kololo, Uganda Tel: 256 772 452 142 Att'n: <b>Ms Jenifer Bukokhe Wakhungu</b> Cc: <b>Mr. Anania Mbabazi</b>	SPEA Engineering S.p.A	29 <sup>th</sup> April 2019
3. Submission of Monthly Progress Report for April 2019	SPEA Engineering S.p.A	UNCDF Plot 4 Ngabo Road Kampala Kololo, Uganda Tel: 256 772 452 142 Att'n: <b>Ms Jenifer Bukokhe Wakhungu</b> Cc: <b>Mr. Anania Mbabazi</b>	10 <sup>th</sup> May 2019
4. Submission of the Performance Guarantee	SPEA Engineering S.p.A	UNCDF Plot 4 Ngabo Road Kampala Kololo, Uganda Tel: 256 772 452 142 Att'n: <b>Ms Jenifer Bukokhe Wakhungu</b> Cc: <b>Mr. Anania Mbabazi</b>	13 <sup>th</sup> May 2019
5. Submission of Monthly Progress Report for May 2019	SPEA Engineering S.p.A	UNCDF Plot 4 Ngabo Road Kampala Kololo, Uganda Tel: 256 772 452 142 Att'n: <b>Ms Jenifer Bukokhe Wakhungu</b> Cc: <b>Mr. Anania Mbabazi</b>	10 <sup>th</sup> June 2019

### 3 WORK PLAN FOR JUNE 2019

#### 3.1 FIELD DATA COLLECTION

The following activities are planned for the month of June 2019 for Moyo District.

Table 6: Activities are planned for the month of June 2019

<i>Services/Activity to be provided</i>	<i>Sub-tasks/scope of works to be done</i>
1. Topographical Surveys	<ul style="list-style-type: none"> <li>• Re-establishment of control points</li> <li>• Static observations and leveling</li> <li>• Cross sectioning</li> <li>• Data pre-processing</li> </ul>
2. Hydrological Studies	<ul style="list-style-type: none"> <li>• Site inventory and assessment of the drainage structures</li> <li>• Drainage Structures inspection and analysis</li> </ul>
3. Soil and Materials investigations	<ul style="list-style-type: none"> <li>• To carry out DCP, trial pitting, subgrade field densities and sampling along the proposed road alignment</li> <li>• Bridge site investigations</li> <li>• Laboratory testing</li> <li>• Material sourcing</li> </ul>
4. Environmental and Social Impact Assessment Study	<ul style="list-style-type: none"> <li>• Stakeholder Consultations</li> <li>• Household Interviews</li> <li>• Focus Group Discussions</li> </ul>

#### 3.2 OFFICE BASED ACTIVITIES

The following activities are planned for the month of June 2019 for Amudat, Abim and Adjumani Districts.

Table 7: Office activities planned for the month of June 2019

<i>Services/Activity to be provided</i>	<i>Sub-tasks/scope of works to be done</i>
1. Topographical Surveys	<ul style="list-style-type: none"> <li>• Data Processing and Topographic map production</li> </ul>
2. Pavement Design	<ul style="list-style-type: none"> <li>• Geotechnical Assessment of Materials</li> <li>• Pavement Design Options Analysis</li> </ul>
3. Geometric Design	<ul style="list-style-type: none"> <li>• Route Options Analysis</li> <li>• Plan and Profile Design</li> </ul>
4. Project Costing	<ul style="list-style-type: none"> <li>• Development and analysis of Unit Rate</li> </ul>
6. Bidding document	<ul style="list-style-type: none"> <li>• Draft Bidding document preparation</li> </ul>

## **7. FINDINGS AND RECOMMENDATIONS OF THE TA**

No key findings for the month of May, 2019 apart from what has been documented in the Inception Report since it was majorly mobilization phase for the TA.

## 8. MAJOR CONSTRAINTS THAT MAY AFFECT THE PROGRESS OF THE ASSIGNMENT

Major constraints that may affect the progress of the assignment, their causes and proposed remedies.

*Table 8: Major constraints that may affect progress of Assignment*

S/No	Major Constrains	Causes	Proposed Remedies
1	Site accessibility issues during the topographic survey and borrow pit materials investigations activities	Land owners' refusal of access to their land	Working closely with the District Local Government Officials
2	Delayed payment of Invoices	Bureaucracy in client organisation	Follow-up and continuous reminder by Consultant
3	Disruptions of field data collection activities	Unfavourable weather conditions	Plan to increase team composition during favourable weather conditions
4	Identification of project road alignments that are inaccessible	Overgrowth of vegetation and deep gullies.	Find alternative alignment following the direction the proposed road is to follow.

## 9. CONCLUSION

The month of May was mainly for field data collection and the designs based of the field data are to be prepared in the month of June 2019.