

Terms of Reference

Title	Nauru Port Redevelopment Assistant Port Construction Engineer/Works Superintendent ToR		
Client	Port Authority of Nauru	Project No	PI0014
Date	29 September 2021	Status	

1 Background

Nauru is an independent republic with a land area of only 21 square kilometres and a population of 11,300. Nauru imports over 95% of its goods by sea transport and its port facilities are therefore a vital link for the country's current and potential exports (phosphate, dolomite aggregate and fish). Effective and safe operations of the port are central to maintaining trade and commerce with the region and world. Nauru does not have the benefit of a protected port to facilitate international trade. All shipping operations are limited to two small boat harbors, one on the western coast (Aiwo) and the other on the east coast (Anibare). As the only outer harbor that can be used for bulk container handling and unloading fuel, Aiwo port is a lifeline for the country. The existing Aiwo port includes a boat harbor (constructed in 1907), anchorage and a mooring system (consisting of eight buoys), container yard and Nauru Maritime and Port Authority (NMPA) offices and buildings. The mooring system is the only facility capable of berthing ships visiting Nauru. The mooring system is limited by the weather and in particular wind direction and velocity; when the mooring system is damaged or requiring repair, ships are forced to off-load while floating in the open sea. The port has no direct access to berthing ships, and all cargo and containers are manually handled and transferred to container yard by pusher barges.

Aiwo Port is planned to be redeveloped to allow construction of 30m wide wharf adjacent to a 50m wide berth pocket dredged into the reef with an approximately 170m long breakwater on the seaward side. The project also includes construction of onshore port facilities including buildings, container yard, peripheral fence, and road pavements, fire and sewerage system complying international maritime standards safety requirements.

2 Terms of Reference

2.1 Scope of Works

The Assistant Port Construction Engineer/Works Superintendent will be responsible for on-site supervision of all construction activities under the civil works contract that include berth pocket dredging, wharf and breakwater construction including piling works, port buildings, container yard, fence, and road pavements including demolition of existing buildings and safe disposal of dredged, building and UXO materials to be carried out by the contractor. The responsibilities of the Assistant Port Construction Engineer/Works Superintendent will include, but not necessarily be limited to the following:

1. Assist the Team Leader (TL) and the Resident Engineer (RE) in contract management and construction supervision covering all offshore and onshore construction activities including berth pocket dredging, wharf and breakwater construction including piling (contiguous/secant piling) works, port buildings, container yard, fence, and road pavements works including demolition of existing building and safe disposal of dredged, building (contain asbestos) and UXO materials;
2. Prepare measurements for works completed and in progress, and verify bills for payment to the contractors or suppliers;
3. Ensure accurate layout of the offshore and onshore structural elements;
4. Propose and present for approval any change in the construction drawings deemed necessary indicating any effect the change may have on contract and prepare all change/variation orders (where necessary) for the approval of NMPA;
5. In consultation with the TL, Resident Engineer and other consultants, review and recommend for approval of contractor's Project Quality Plan, Environmental Management Plan, Gender activities, Health and Safety Program, and As-Built drawings in accordance with the contract requirements;

6. Review and approve hold points in the construction activities in accordance with contractors' project quality plan;
7. Monitor and enforce, as detailed out in Contractors Safety Program, the measures taken to ensure safety of the workers, other project personnel, and general-public;
8. Furnish detailed drawings, with revisions as necessary, to the contractor, and check and approve contractors' shop drawings before commencing construction works;
9. Attend third party inspections if required and provide certification on the quality of the supplies based on such inspections;
10. Provide certification on the quality of the works accomplished and on their conformity to specifications, drawings and the contractor's own quality assurance system;
11. Ensure the contractor complies with the approved construction environment management plan;
12. Hold monthly site meetings and prepare and submit monthly progress reports in such detail acceptable to NMPA and ADB;
13. Consistently monitor physical and financial progress against the milestones as per the contract to ensure completion of contract in time;
14. Review and recommend progress claims for approval by NMPA and to be disbursed by ADB;
15. Carry out timely reporting to NMPA for any inconsistency in the work and suggestive appropriate corrective measures to be applied;
16. Examine contractors' requests for time extension, variation, additional compensation and claims and recommend appropriate decision;
17. Assist the Project Management Unit (PMU) in the resolution of various other contractual issues and overall contract management; and
18. After physical completion of contract, prepare planned maintenance procedures; monitor preparation of the "as built" drawings for various project components, and assist TL in preparing NMPA's project completion report.

2.2 Outputs

The outputs of the Assistant Construction Engineer/Works Superintendent include:

1. Effective management of the project activities and completion of the responsible project activities within given time frame following conditions of the contract;
2. Submission of monthly progress reports and interim and final payment certificates on time;
3. Assess contract variations and extension time claims submitted by the contractor;
4. Coordinate HIV/AIDS and Sexually Transmittal Infections (STIs) and gender awareness programs conducted by the contractor;
5. Implementation of gender-sensitive community consultation;
6. Capacity building of NMPA staff in contract management and supervision.

2.3 Key Selection Criteria will include:

1. an advanced degree in civil engineering or equivalent with qualifications/experience in construction of port onshore infrastructure;
2. at least 8 years of experience in construction supervision of port infrastructure development projects and knowledge in application of FIDIC conditions of contract; and
3. work experience in pacific developing countries or similar environments.

2.4 Conditions

The role will be engaged as a full-time position in Nauru.

2.5 Type of Engagement

The Contracting arrangement for this position will be fixed term employment. A sub-contracting arrangement can be negotiated, however Cardno's Standard Terms of Engagement, including amount of insurances will be effective under this arrangement.