

Statement of work

Drawing up a revitalization (development) prospect for the former military base and project documentation for a municipal park in the city of Akhaltsikhe

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1. Introduction

The Memorandum of Cooperation (MoC) made between the Good Governance for Local Development Programme (GGLD) implemented by GIZ (Deutsche Gesellschaft für Internationale Zusammenarbeit) and the City Hall of Akhaltsikhe municipality, aims to support revitalization of the former Soviet military base in the city. Part of the area was transferred from the State to municipal ownership in 2019. The GGLD financial grant includes processing of the area development prospect and project, dismantling of the existing damaged buildings for future development of the area.

2. About Akhaltsikhe

Akhaltsikhe municipality, with the city of Akhaltsikhe as its administrative center, is located in the South of Georgia and is part of the historical region of Samtskhe-Javakheti. The Akhaltsikhe municipality is a crossroad of national importance - the city of Akhaltsikhe is crossed by international roads, among them: Khashuri-Akhaltsikhe-Vale (the border of the Republic of Turkey) motorway and Akhaltsikhe-Ninotsminda (the border of Armenia) motorway as well as a 36.6 km section of the 91 km. long Khashuri-Vale railway. Therefore, Akhaltsikhe has a huge strategic importance. The distance from the municipality is 207 km to Tbilisi, 168 km to Batumi, 89 km to the Armenian border (border checkpoint "Ninotsminda") and 12 km to the Turkish border (border checkpoint "Vale").

The city of Akhaltsikhe is situated in Akhaltsikhe trough on both banks of a small river Potskhovi (the Potskhovistskali), at an elevation of 1,000. Akhaltsikhe has a mountain steppe climate, with less winter precipitation and long warm summer. The average January temperature is -3,8 °C, and the average temperature in August is 20,5 °C.

According to the 2014 census, the city of Akhaltsikhe has 17,903 residents.¹ The local economy primarily consists of trade, tourism, processing industry, agriculture and service.

3. Preconditions

One of the priorities of the Georgian Government is to support tourism and develop tourism attractions. According to the sustainable development plans, building an attractive environment for the local population and tourists will facilitate growth of the local economy and better living conditions.

Besides, according to the **Local Economic Development Plan (January 2020)** of Akhaltsikhe municipality, the municipality, with its developed tourism infrastructure and diversified entrepreneurship, is an attractive place for visiting, working and doing business. To realize the municipality's economic prospect, the following main goals were identified: development of tourism infrastructure, promotion of local production, development of entrepreneurial skills. ²

To achieve these goals, a number of activities were planned, including developing and restoring walkways and related infrastructure; developing new squares and parks in the municipal territory.

4. The purpose of the acquisition

The purpose of the acquisition is to create an attractive environment for the local community and tourists and to develop public areas by enhancing their functionality in the city of Akhaltsikhe.

¹ Source: <https://www.akhaltsikhe.gov.ge/ge/mosaxleobis-raodenoba-da-urbanuli-gadanacileba>

² Source: <https://www.akhaltsikhe.gov.ge/ge/bunebrivi-resursebi>

To achieve this purpose, the statement of work sets out requirements for the following two territories under municipal ownership:

I) to create a revitalization (development) prospect document for the former military base located at Rustaveli Street N124 (cadastral code: part of 62.09.60.656 and 62.09.60.655; 62.09.53.807), with its major component being creation of a multifunctional public space for different uses, including recreation, sports, education, exhibition, entertainment, catering and trade.

II) to develop a detailed design for the urban park in the area adjoining the central stadium (cadastral code: 62.09.54.762) in accordance to the Georgian legislation, the methodology agreed with the client/municipality and this statement of work.

5. General methodology and guiding principles

- Harmonious development of natural and man-made environments, historic and cultural monuments, tourist, transport and engineering infrastructure;
- Creation of equal preconditions for economic, social and ecological development;
- Creation of a comfortable, healthy, inclusive, safe environment for the community filled with various activities and functions.
- Insurance of public access, stakeholder involvement and participation in the process of document development;

Planning decisions must be based on the comprehensive examination of the site's development potential (functionality and planning, study of social and economic environment, etc.) and a common concept developed consequently, that should be used as a guide for ongoing urban construction processes. When developing the revitalization (development) prospect, the construction permits issued, ongoing and planned projects on the site must be taken into consideration. The site development offer must be based on the feasibility study from the perspectives of construction development, transport and engineering infrastructure, environmental protection in order to prevent deterioration of environment quality, increased cost of engineering infrastructure and municipal services. Solutions must be financially feasible for the municipality.

6. Works to be undertaken

Part I: Documents of former military base revitalization (development) prospect;

- Preliminary study³;
- Preparation of at least two options for the area development concept (prospect) and feasibility study for each option.

Part II: Urban park project documentation:

- Preliminary study of the site, development of the concept and submission of the design sketch;
- Preparation of architectural designs and sector plans;
- Processing the final detailed design.

³If needed, preparation of screening documents as required by the Environmental Assessment Code

Part I

7. Documents required for the former military base revitalization (development) prospect

7.1 Site description, planning preconditions and objectives

The project area is situated in the north-eastern part of the city of Akhaltsikhe, Rustaveli street N124 (cadastral code: part of 62.09.60.656 - 5700 square meters; cadastral code 62.09.60.655 - 18 413 square meters; 62.09.53.807- 13 441 square meters), with the total area of 37 554 square meters. This site is bordered by a 4-5 storey construction from Rustaveli and 9 April streets.

The main component of creating a revitalization (development) prospect is development of a multifunctional public space for different uses, including recreation, sports, education, exhibition, entertainment, catering and trade.

The project site used to belong to the MIA Border Police of Georgia in the 1990s, where a club, a dining hall and a field hospital were located. The military base was disused for years and on the verge of destruction, delaying urban development. In 2019, with the support of the Samtskhe-Javakheti regional administration, a portion of the site (39 ha) was handed over from the Ministry of Internal Affairs to the Akhaltsikhe municipality.

The municipality aims to fully integrate this site into the city's urban system that will support future development of the city and turn the site into an attractive place to visit in any part of the day both for the local population and the tourists.

The Akhaltsikhe city hall is planning to build a square, a youth center, a library, a movie theater, a culture house and a sports complex on the site. The first project to be implemented is a kindergarten for 180 children, which is to be built with the support of the Municipal Development Fund (MDF). It is also planned to set up a center in the area of the former base that will offer citizens a range of services and support local entrepreneurs to ensure improvement of the quality of life in the city and development of municipal services.

7.2 General requirements for the site development

The site must be developed according to the following practical guidelines to ensure that the spatial planning takes into consideration the needs of all age and gender groups.

It is planned to build a road on the project site connecting Rustaveli street with the adjoining residential district. There is a lake and a recreation area near S11 highway (cadastral code 62.09.53.430) and in the neighboring area (cadastral code 62.09.53.382) it is intended to build tourist infrastructure facilities. While developing the prospect of revitalization (development), it is necessary to build an organic link between residential and recreational areas. The project area must be connected with the above-mentioned territories by the so called 'green corridors' (that must include arranging walkways and bike paths in the target area).

It is important that the area adjacent to the lake remains a single, unbroken public and recreational space, which will connect with the urban park project area near the central stadium (cadastral code 62.09.54.762) by means of a green corridor along the bank of the river Potskhovistskhali within the target area. As of now, there is a shortage of public and recreational areas, especially those near a river, and the river is losing its role and relevance day by day. It is important that the revitalization prospect document stipulated creation of public areas on the riverbanks and restoration of the connection lost with its surroundings (see Annex 1).

The project engineer (planner/designer) must assess and analyze the social infrastructure of the target area. The projected solution must be realistic, and the objectives must be achievable.

7.3 Cooperation with stakeholders

Organizing submission to and discussion(s) of the project proposal with the Akhaltsikhe City Hall representative, local community, private sector and other stakeholders;

If necessary, adjustment of the concept documentation based on the remarks and opinions expressed during the discussion(s) in agreement with the Akhaltsikhe municipality.

7.4 Work to be performed and key milestones

The work to be performed is comprised of two phases:

At phase I, a preliminary study must be undertaken. At phase II, at least two options must be prepared for the area development concept (prospect), each one with the relevant feasibility assessment (see Annex 2).

At the end of phase II, after consultations and discussions with the Akhaltsikhe municipality and stakeholders, the Akhaltsikhe City Hall will choose the best alternative. The scenario will be selected based on the assessment of development feasibility, cost-efficiency, availability of public and recreational areas and planning solutions.

Phase I: the preliminary study consists of textual and graphic components and includes examination of functional and planning, social and economic, legal and natural environment, among them:

- Identification and descriptive analysis of the location of open public and recreation areas within the target area;
- Analysis of the target area in terms of walkway accessibility - preparation of appropriate maps that show access to social infrastructures;
- Analysis of the data about the social infrastructure facilities (education, sports, culture, etc.) in the target area;
- Identification and analysis of forms of ownership (municipal, state, private, etc.) and current uses of the relevant cadastral land plots so as to ensure planning of connection of recreation territories within the target area in the future;
- Examination and analysis of the current state of the transport infrastructure in the target area;
- Study and analysis of the natural environment, overall geological and climate conditions in the target area;
- Primary information about supply drinking water and electricity, connection to the sewerage and rainwater pipe network in the target area (assessment of the physical condition and the current capacity of main pipelines).
- Based on the updated topographic plan of the target area, development of the site's baseline (support) plan showing the existing buildings and premises, roads, and trees and shrubs;
- Photo fixation of the project area;
- Identification of the location of trees and shrubs in the project area based on the topographical plan (pointing out coniferous and broadleaf trees and shrubs);
- Determination of the location and general description of the current economic activities, including the information about their scale, customers, and the SWOT analysis.

Phase II: Preparation of at least two area development concepts (prospects) and economic feasibility study for each option includes the following:

Concept:

- Executive summary - Description of and justification of specific objectives and goals of the site development, expected development outcome, solutions for projected and existing recreation spaces, actions taken and the project proposal.
- Preparation of the functional zoning plan of the area according to the scenarios;
- The layout plan of buildings and premises in the target area, including the number of storeys, the height and planned functions (the scenarios must consider the facilities under construction or repair and their functions at the cadastral code 62.09.60.656).
- Preparation of a dendrological plan of the site.
- General assessment of the engineering infrastructure against the design choice;
- Timeline of the site development - with the list of phases/milestones;
- Preparation of 3D visualization of the project proposal, showing the major views, and preparation of composite photographs of the project proposal;

Feasibility Study:⁴

- Specification of the site development goals and objectives;
- Identification of technical and economic parameters of the development stipulated by the concept;
- Preparation and comparison of the cost-efficiency analysis of each option (scenario);
- Timeline and financial schedule of project implementation.

7.5 Documents to be submitted (graphic component)**Phase I:** preparation of the preliminary study:

- Site layout plan;
- The plan, scale 1:5000, of public and recreation spaces within the target area;
- The map of walkway accessibility within the target area (that shows access to social infrastructures), scale 1:5000;
- The map (1:5000 scale) of the social infrastructure facilities in the target area;
- The scale 1:5000 of the forms of ownership (municipal, state, private, etc.) of the relevant cadastral land plots so as to ensure planning of connection of recreation territories within the target area in the future;
- The map of transport infrastructure in the target area, 1:5000 scale;
- The map of engineering infrastructure in the target area (electricity, water supply, sewerage and rainwater pipe systems), 1:5000 scale;
- Cadastral plan of the project land plots, scale 1:1000;
- Photo fixation layout of the project area; scale 1:1000;
- Localization plan for trees and shrubs in the project site (indicating the coniferous and broadleaf trees and shrubs), scale 1:1000;
- The plan of the number of storeys and heights of premises and buildings in the project site, scale 1:1000;

Phase II: Project site development concept (prospect):

- Site layout plan;
- The map of possible connections between the projected and existing recreation spaces, scale 1:5000;
- Functional zoning plan, scale 1:1000;
- The layout plan of buildings and premises, including the number of storeys, height and planned functions, scale 1:1000;
- Dendrological plan and specifications of the site, scale 1:1000;
- The map of engineering infrastructure (electricity, water supply, sewerage and rainwater pipe systems) according to the design choice, 1:1000 scale;
- Timeline of the site development - listing the phases/milestones, scale 1:1000;
- Preparation of a 3D visualization of the project proposal, showing the major views (at least 10 renderings), and preparation of composite photographs of the project proposal (at least four composite photographs).

⁴ According to each option (scenario) of the concept (prospect).

Annex 1

II Part

8. Urban park project documentation

8.1 Site description, planning preconditions and objectives

The project site is situated adjacent to the central stadium and N2 public school of the city of Akhaltsikhe (cadastral code: 62.09.54.762), with the area of 28 000 square meters. The surrounding area of the site is occupied by residential houses. Due to difference in height elevation (relief), the city center is connected with the park area by a walkway from the Rustaveli street, and the place is accessible by car from Gvaramadze street (see Annex 3).

The surface is virtually flat on the project site, which does not cause any additional difficulties at the design phase. The existing trees and shrubs are maintained as much as possible. That is why, it is important that the natural wealth is preserved, and the recreation and holiday function is developed as much as possible. Currently, there is a shortage of recreational spaces in Akhaltsikhe, therefore, arrangement of this park in the central area is highly important for the city.

8.2 General requirements for the site development

The site must be developed according to the following practical instructions that ensure that the spatial planning meets the needs of all age and gender groups: ensuring perception of safety, easy-to-understand signs for park visitors, good lighting (main paths equipped by night lights) and maximum visibility of the space, creating active and passive rest environment for various age groups (places for relaxation and sports activities).

The design choices related to the park must be based on the universal principles of urban design and must be therefore fully adapted for the people with disabilities/limited mobility.

An important component in terms of better accessibility to the park area from the city center and creating a tourist route is to arrange a walkway from Tamar Mepe street.

The park must include a paid (self-service) eco/bio toilets equipped with the latest technology (the model and the location must be determined accordingly). Design choices must take the maintenance costs into account;

When selecting facing materials, to achieve a visually pleasing look, it is advisable to consider compatibility with the exiting environment and landscape. The materials must be selected in agreement with Akhaltsikhe municipality. The used materials must not have a negative impact on the environment. If trees and shrubs in the park area are cut and/or replanted, an appropriate permit must be obtained from the respective authorities.

8.3 Work to be performed and key milestones

The work to be performed is comprised of three phases:

Phase I - Preliminary study of the territory, development of the concept and submission of the design sketch;

Phase II - Preparation of architectural designs and sector-by-sector plans;

Phase III - Processing the final detailed design.

8.4 Documents to be submitted

Phase I: The vendor must ensure feasibility of the project, analysis of expected challenges and risks, and specification of the project parameters and scale, the possible method and schedule of implementation.

The preliminary study must include the following:

- The topographic and geodesic study of the site, scale 1:500- 1:1000; (the scale must be adjusted according to the planning needs);
- Identification of trees and shrubs on the project site based on the updated topographical plan (pointing out coniferous and broadleaf trees and shrubs);
- Dendrological study - examination of the location of current plants in the project site;
- Photo fixation of the area;
- Primary information about drinking water and electricity supply, and connection to the sewerage and rainwater pipe network.

The concept and the design sketch must include:

- General plan of the park (with functional zoning) that must take into account the needs of customers belonging to various gender, age, cultural and social groups;
- An executive summary describing the concept and the design choices;
- Preparation of a 3D visualization of the project proposal, showing the major views (at least 10 renderings), and preparation of composite photographs of the design choices to the existing constructions (at least four composite photographs);

Phase II - While preparing architectural designs and sector-by-sector plans, the vendor must ensure:

- Preparation of the architectural section - detailed drawings;
- Preparation of a dendrological plan of the site;
- Preparation of water and household wastewater pipeline plan;
- Preparation of rainwater and sewerage pipeline plan;
- Preparation of the irrigation system plan;
- Preparation of the power grid plan;
- Preparation of the outdoor lighting network plan.

Phase III: While processing the final detailed project, the vendor must produce the following documents:

Architectural component:

- An executive summary;
- The site layout plan;
- The general plan - scale of 1:1000;
- Vertical planning;
- Architectural drawings (plans, cut-away drawings, spreads, details, junctions (scale 1:100, 1:50, 1:25);
- Detailed architectural drawings: chair, shading device, garbage bin, decorative lamppost, etc. (as needed).

Dendrological project⁵:

- Executive summary and specifications;
- Dendrological plan of the site, scale 1:1000;

Construction component⁶:

- Executive summary and specifications;
- Construction work drawings: scale 1:100;

⁵Preparation of the landscape design considering the visual and climatic factors of the target area, if needed replanting of existing plants;
Works needed for creating a walkway from Tamar Mepe street.

- Construction work details, junctions: scale 1:25, 1:50;

Engineering component:

- Water and household wastewater pipeline plan, scale 1:200;
- Rainwater and sewerage pipeline plan, scale 1:200;
- Irrigation system plan, scale 1:200;
- The power grid plan, scale 1:200;
- Outdoor lighting network plan, scale 1:200;
- Details, junctions and specifications, scale 1:100, 1:50;

Construction management project:

- Executive summary of the construction management project that will include the information about the duration of the construction of the site, energy, material and labor resources, warehouse space requirements, as well as safety equipment and environmental measures.
- The general construction plan showing the temporary buildings and premises (temporary buildings with the administrative and residential use, temporary indoor warehouses, and outdoor storage facilities, temporary roads, squares for machinery movement, power and water networks, lighting, etc.)
- Timeline and financial schedule of the site construction.

Budget component⁷:

- Common executive summary for the budget component that must include the list of construction facilities, the list of used documents and the information about the method of calculation of charges;
- Local cost accounting using the simplified and resource-based method;
- Aggregate cost accounting for the construction.

Technical specifications:

The project must be enclosed with and include general instructions and recommendations for the construction tender participants/contractor, as well as detailed specifications (with reference to each relevant standard) for the materials and equipment and machinery to be used, work performance/testing methods and quality control.

The vendor must ensure supervision of the construction and repair works carried out according to the project (design) the vendor has prepared, and if needed, make adjustments to the project in agreement with Akhaltsikhe municipality.

⁷Preparation of the complete design and budget documentation based on which a tender will be held to select a construction company and it will be possible to carry out construction and installation works. The project must be enclosed with and include general instructions and recommendations for the construction tender participants/contractor, as well as detailed specifications (with reference to each relevant standard) for the materials and equipment and machinery to be used, work performance/testing methods and quality control.

Annex 1

9. The timeline and the schedule of service delivery

The timeline and the schedule of service delivery			
N	Phase	Name	Length of time
I	Drawing up documentation for the former military base revitalization (development) prospect		
	1	Preparation of the preliminary study	40 calendar days (starting on the contract date)
	1.1	Document revision by the municipality / drawing up the acceptance report	15 calendar days
	2	Preparation of at least two site development concepts (prospects) and a feasibility study for each option	30 calendar days (starting on the acceptance report date)
	2.1	Document revision by the municipality / drawing up the acceptance report	15 calendar days
II	Drawing up the urban park project documentation		
	1	Preparation of the preliminary study and concept	40 calendar days (starting on the contract date)
	1.1.	Document revision by the municipality / drawing up the acceptance report	15 calendar days
	2	Architectural designing and preparation of documents for the dendrological project	30 calendar days (starting on the acceptance report date)
	2.1	Document revision by the municipality / drawing up the acceptance report	15 calendar days
	3	Submission of the complete set of project documents	30 calendar days (starting on the contract date)
	3.1	Document revision by the municipality / drawing up the acceptance report	15 calendar days

Note: If the date set by this statement of work falls on a statutory non-working day, the date will be shifted to the following working day.

10. Technical requirements related to GIS materials to be submitted

- The graphic component of documents - plans, maps and graphs must be prepared using the GIS technologies and/or AutoCAD and must be in line with the modern standards for cartography and vector images.
- The GIS materials must be created and processed in the ArcGIS 10 version personal geodatabase format;
- The personal geodatabase must be WGS 84\UTM 38N in the state coordinate system of Georgia.

11. Forms and other requirements for deliverables

The vendor is responsible for having a continuous communication with the GIZ and Akhaltsikhe municipality in the course of works and submit relevant reports after completion of each phase.

The reports of completed works after each phase and the final set of documents must be submitted stage-by-stage, according to the timeline agreed with the client, in both printed and electronic form (PDF, GIS, CAD) in three copies;

The delivered product must be free of legal (by protecting others' intellectual rights) and quality defects; besides, after the acceptance report is made, the copyright is fully transferred to the client.

After every phase and milestone, reports and documents must be submitted in the Georgian language, in the form of an album of A-4/A-3 format, with spiral binding and proper formatting:

- Complete with a title;
- A title page, verified by a company stamp and signed by the manager and the project author(s);
- With the table of contents of the album;
- With the table of contents of the project;
- Appropriate text components, in A-4 size, colored;

- Graphic component(s), with the seal and a frame - A3 size (in exceptional cases, it is allowed to submit a different size but bound in the album so as to fit the A3 size).

The final set of documents must be submitted on a DVD disc in three copies. The face of the DVD disc must bear a printed company logo, the name of the project, the phase and the date.

The documents must be submitted to the GIZ head office at the address: N1a Alexander Griboedov Street, Tbilisi.

12. Requirements related to the applicant's experience

- The tender participant must have at least 3-year experience in similar urban planning projects;
-
- Insolvency proceedings must not be initiated against the applicant or the applicant must not be under liquidation/reorganization.
- The applicant must submit at least two reference letters issued by the client(s) along with contracts made with them and documents proving performance (provided as proof of delivered service if required) to confirm the delivery of services.

The applicant must staff the workgroup with field specialists, including:

- Architecture / urban planner;
- Landscape designer;
- Dendrology expert;
- Economist;
- Ecologist (environmental specialist);
- Engineering (specialized in engineering infrastructure);
- CAD / GIS specialist;
- CVs of specialists and a certificate from the respective organization evidencing experience of working on industry-specific documents must be submitted. The applicant must also provide labor contracts with specialists or consent letters.

საკვლევი და საპროექტო არეალების რუკა



ლეგენდა

- საკვლევი არეალი
- საპროექტო არეალი
- მიმდინარე პროექტების საპროექტო არეალი
- მკვანე დერეფანი

მსკვები 1:10,000



პარკის საპროექტო არეალის რუკა



Photographic evidence of the current situation (park area)



Photographic evidence of the current situation (former military base area)

