



TERMS OF REFERENCE (TOR) FOR TRAFFIC IMPACT ASSESSMENT (TIA) STUDY FOR WAILA DEVELOPMENT, NAUSORI.

1. BACKGROUND:

The purpose of this Traffic Impact Assessment (TIA) is to assess the potential traffic and transportation impacts associated with the proposed development and to identify any mitigation measures required to ensure the safe and efficient operation of the surrounding road network. The development is earmarked to consist of affordable residential, commercial, civic and industrial lots.

2. LOCATION:

The proposed Waila Development comprises 864 acres of Freehold Land. The site is located at approximately 15km northeast of Suva City and about 3.5km from Nausori Town.

3. SCOPE OF WORK:

The Consultant shall carry out a detailed Traffic Impact Assessment Study (TIA) in accordance with the TOR attached as Appendix and to the satisfaction of the requirements of the Fiji Roads Authority.

The consultant is further required to have pre-consultation with the Authority prior to undertaking a TIA. The applicant is further advised to use the Terms of Reference (TOR) for a TIA and “Guidance on TIA in Fiji” available on <http://www.fijiroads.org/strategy-planning/> as a guide when preparing the TIA.

3 TIMING/ WORK DURATION

This work is required to be completed as soon as possible and the consultant shall nominate a proposed starting date and project duration.

4 SITE VISIT

A joint site visit is scheduled for Friday, 5th June 2026 at 11:00 am. Interested tenderers are requested to assemble adjacent to the WAF Waila Water Treatment Plant prior to the commencement of the site inspection. All attendees must wear appropriate personal protective equipment, including safety footwear and high visibility vests. Any changes to the site visit arrangements will be advised via a notice uploaded on TenderLink.

5 DELIVERABLES:

The following deliverables should be provided upon completion of the project:

- 1 x hard copy & 1 x electronic copy (PDF) of the final & approved Traffic Impact Assessment (TIA) Report, including all known information.

All data listed shall become the property of the Housing Authority and shall be provided in a relevant suitable format.

A written and priced proposal to this invitation shall be uploaded on Housing Authority Tenderlink no later than **3pm, Friday 26th June, 2026**.

“RFT NO. 09/26: TRAFFIC IMPACT ASSESSMENT (TIA) STUDY FOR THE PROPOSED WAILA DEVELOPMENT, NAUSORI”, and is to be addressed to:

The Chief Executive Officer
Housing Authority,
PO Box 6472,
Nasinu.

Proposals beyond this date and time will not be accepted.

6 PAYMENT SCHEDULE

The consultant shall nominate the price for carrying out the work required inclusive of VAT according to the table below.

Item	Description	
1	Traffic Impact Assessment Report	
	TOTAL	
	VAT (12.5%)	
	TOTAL AMOUNT	

Payment will be made as per the schedule below or as proposed by consultant for consideration.

Mobilization (completion of traffic counts)	- 10%
Completion of final report & submission to FRA	- 80%
Approval of TIA report by FRA	- 10%

7 KEY PERSONNEL REQUIREMENTS

7.1 Consultants Organization

The consultant’s project organization will be headed by a qualified Traffic Engineer and will be the sole point of contact with the client dealing with all contractual and technical matters of the assignment.

7.2 Qualification and Experience Requirements

The requirements described below are the minimum team requirements and qualifications and experience to be possessed by a selection of nominated personnel

of the Consultant. For all positions, it is expected that the nominated expert has a minimum of bachelor's degree in a relevant or related discipline, and at least the years of professional experience stated in the table below, including for projects of nature similar to that of the Project. The Traffic Engineer should have 15 years of professional experience and have experience with at least three projects of similar nature and complexity. The detailed qualification and experience requirements for each key personnel are shown in the table below. The submission of a CV for each of the key personnel is required. The consultant is requested to nominate additional non-key experts that the consultant deems required to fulfil the scope of the study. The overall team of experts (key and non-key) will be assessed when evaluating proposals.

Key Personnel	Experience	Requirements
Civil / Traffic Engineer	15 years	<ul style="list-style-type: none"> • Degree in Civil Engineering or equivalent • Experienced in local traffic studies and provide updates in a timely and to the satisfaction of the client. • Experience with transportation planning, traffic operations and traffic design. • Must be physically present in the country during site investigation and reporting.
Engineering Technicians	5 years	<ul style="list-style-type: none"> • Certificate/Diploma in Civil Engineering or equivalent • Experienced in transportation engineering or a related field. • Must be physically present in the country during site investigation and reporting. • Must be fluent in written and spoken English • Work experience in the Pacific is preferred

8 RFT DELIVERABLES

The Consultant will prepare the following for acceptance and approval by the HA.

CHECKLIST	
No.	RFT to include:
1.0	Qualifications and CV of key personnel
2.0	Experience in Similar Projects recently
3.0	Programme
4.0	Methodology

5.0	Price
6.0	Professional Indemnity
7.0	Public Liability
8.0	Tax compliance certificate
9.0	FNPF Compliance certificate
10.0	Business Registration
11.0	Vat Registration

Appendix
Site Locality



Terms of Reference

28 April 2026

FRA File Ref: SC-006-26/AT
Client File Ref:

The Chief Executive Officer
Housing Authority
PO Box 6472
NASINU

Attention: Mr Jone Tabakaucoro: JTabakaucoro@housing.com.fj

Dear Sir

RE: TERMS OF REFERENCE (TOR) FOR TIA FOR PROPOSED REVISED WAILA CITY SUBDIVISION DEVELOPMENT ALONG ADI LADY DAVILA ROAD, DAVUILEVU

Reference is made to your application received on 7 April 2026 regarding the subject.

Given the scale and location of the development, a detailed Traffic Impact Assessment (TIA) report shall be undertaken by a qualified Traffic Engineer to evaluate the potential impacts of the proposed mixed – use subdivision on the surrounding road network and to identify appropriate mitigation measures and submitted to FRA for approval. You are further advised to use the Terms of Reference (TOR) for a TIA and “Guidance on TIA in Fiji” available on <https://www.fijiroads.org/index.php/strategy-planning/> as a guide when preparing the TIA.

As requested, please find below the additional information that should be considered in undertaking the TIA report:

1. Existing Conditions and Approvals

- The applicant is required to submit all approved scheme plans, rezoning approvals and its associated conditions for the proposed development/subdivision. Any existing approvals by relevant authorities to be submitted for the proposed development.
- Describe the existing road network, including Adi Lady Davila Road and its connection to Kings Road, current traffic control measures, and surrounding land uses.
- Identify any operational or safety issues, including capacity constraints, crash history (if available), pedestrian activity, and public transport operations.

2. Proposed Development

- Describe the subdivision layout, land use components, access points and internal roads.
- Estimate trip generation and distribution based on relevant reference data.
- Indicate anticipated staging and development phases, including expected timelines and sequencing.

3. Traffic Counts/Analysis

- It is recommended that the traffic counts at the following road intersection be undertaken:
 - i. Kings Road /Adi Lady Davila Rd Intersection
 - ii. Lagio Road/ Adi Lady Davila Rd
 - iii. Digisau Road/ Adi Lady Davila Rd
 - iv. Lagio Road/ Lulu Road Intersection

to identify turning movement counts during the busiest AM, Interpeak and PM peak periods. Traffic Counts should be carried out on at least two normal week days which should not coincide with any major events and between

- i. 6am – 9am,
- ii. 11am -2pm,
- iii. 3pm -7pm.

4. Traffic Survey Data

A soft copy of the raw traffic count data should be submitted in Microsoft Excel format. From the traffic survey data, network flow diagrams (AM and PM) need to be presented in Microsoft Excel.

5. Intersection Modelling

The traffic engineering consultant shall undertake intersection and/or network modelling of the intersections to evaluate traffic impacts and potential network constraints and the impact of the additional traffic generated by the proposed development. All peak periods shall be modelled to determine the worst performing peak period.

As a minimum the modelling results of existing and future traffic conditions presented should include:

- I. Level of Service
- II. Capacity
- III. Delays
- IV. Degree of Saturation
- V. Queue Length
- VI. Traffic Volumes (classified)

If any default settings within the junction assessment models are altered, this should be stated and the reason explained. The future trip generation and distribution (including primary, pass-by and pass-by diverted trips) shall be investigated and explained clearly in the TIA report.

The future trip generation and distribution shall be investigated and explained clearly in the TIA report. The trips shall be split into general traffic, heavy/commercial vehicles, public transportation and pedestrians. Traffic growth should also be forecasted for the next 15 years and results presented.

From the assessment of the traffic operations, the consultant is expected to determine any required improvements, upgrades and/or changes to roads, intersections, traffic lanes, controls and accesses on the FRA network and its assets. The Developer will be required to undertake all asset upgrades to the standards and satisfaction of FRA.

6. Impact Assessment and Mitigation

- Identify road capacity, safety, and access issues resulting from the development.
- Recommend appropriate mitigation measures, including intersection upgrades, road widening, traffic signalization, signage, line marking and access control measures, etc.

7. Public Transport Facilities

- The report needs to highlight how the site will be connected to existing public facilities such as bus bays, taxi bays, identify the desired pedestrian crossing lines, appropriate crossing facilities, and how will the public be encouraged to use them, that is pedestrian and public transport integration.

8. Accesses and Internal Circulation

- Evaluate the proposed site access points to Adi Lady Davila Road, internal road layouts, circulation patterns, and connectivity between land uses.

The applicant is further required to have pre-consultation with the Authority prior to undertaking a TIA.

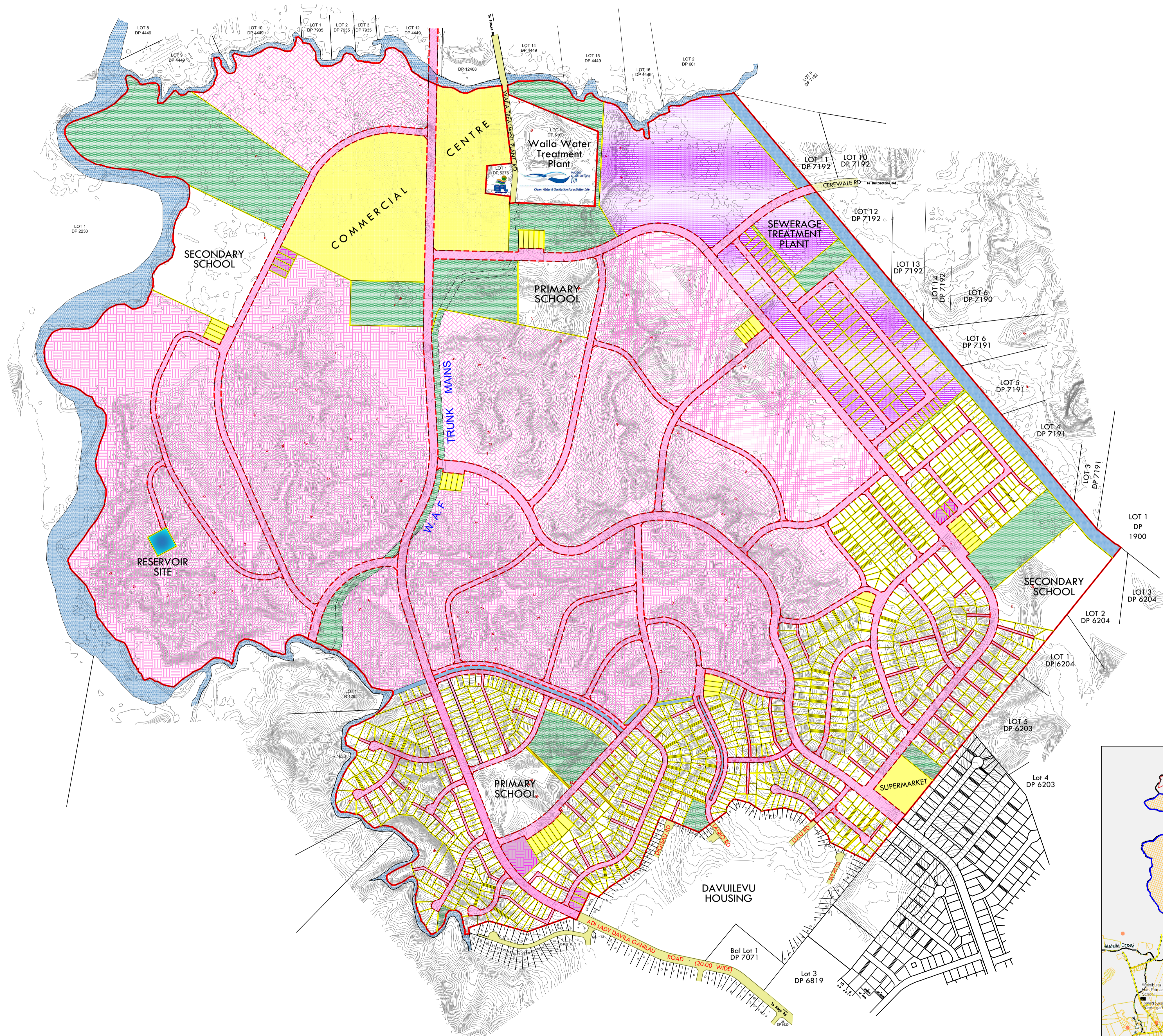
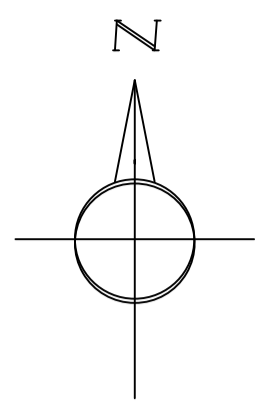
Should you require any clarifications, please do not hesitate to liaise with FRA on 3100114 or email planning@fijiroads.org .

Yours sincerely



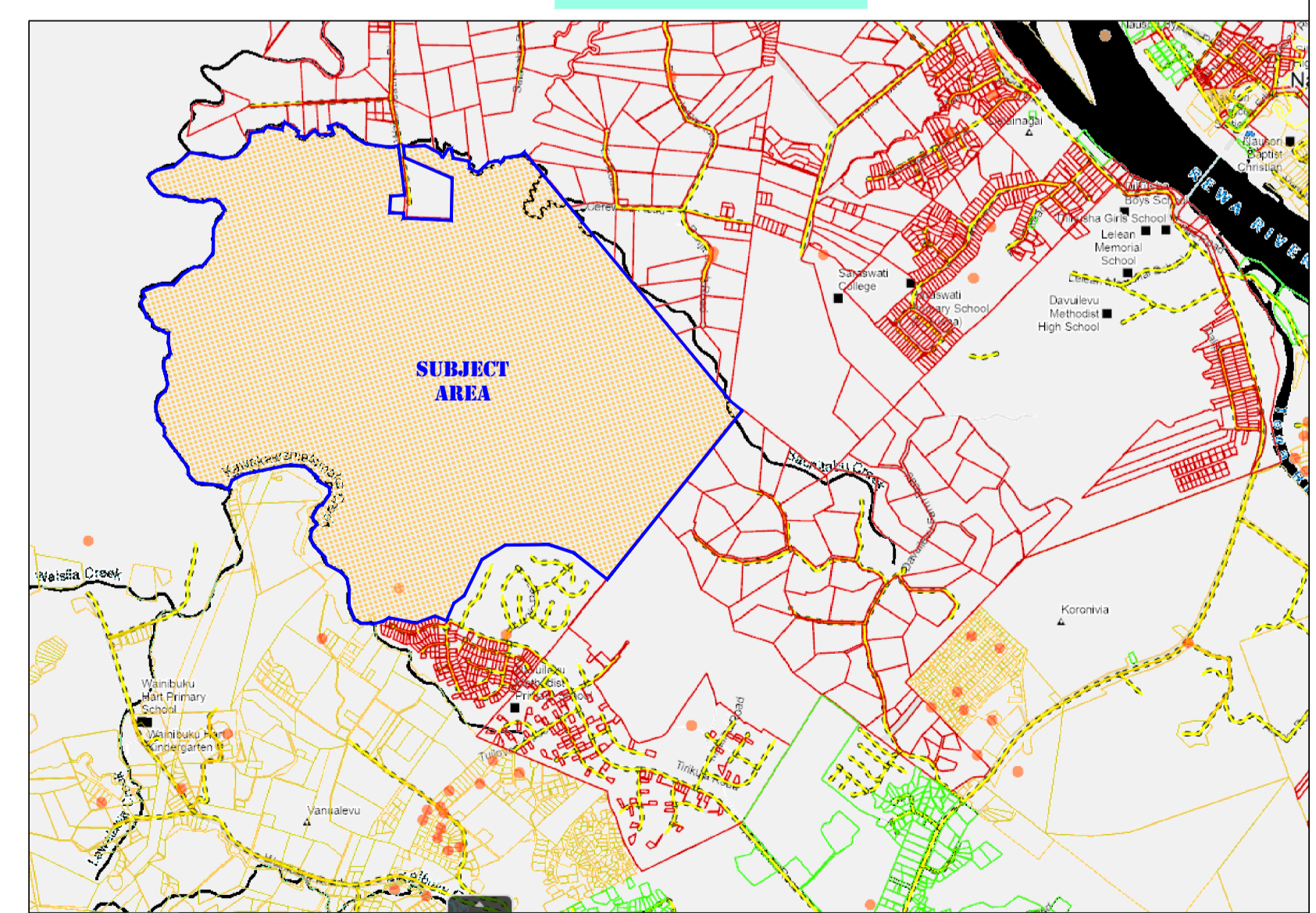
Mr. Vulisere Tukana
HEAD OF DELIVERY (Acting)
FOR CHIEF EXECUTIVE OFFICER

Concept Masterplan



- LEGEND:**
- INDUSTRIAL
 - CIVIC
 - COMMERCIAL
 - RESERVE
 - DRAINAGE
 - PEDESTRIAN ACCESSWAY
 - RESIDENTIAL 'B'
 - RESIDENTIAL 'C'
 - RESIDENTIAL 'D'

LOCALITY DIAGRAM
NOT TO SCALE



NAME	DATE	ISSUED	No.	NAME	DATE	REVISIONS	NAME	DATE
DRONE SRVY	KAHUTO	2024	FIELD BOOK					
DESIGNED	RGJ	02/09/25	LEVEL BOOK					
DRAWN	C.W / S.R	02/09/25						
TRACED								
CHECKED	RGJ	02/09/25	CALC BOOK					
APPROVED	RGJ	02/09/25						

WOOD & JEPSEN CONSULTANTS
CIVIL ENGINEERS SURVEYORS PLANNERS

POBox 1248 SUVA PH: (679) 3311077
79, CAKOBAU RD, SUVA FAX: (679) 3303361
FIJI e-mail: rgjepsen@woodjepsen.com.fj

CLIENT

Housing Authority

PROJECT

WAILA CITY

TITLE **REVISED CONCEPT PLAN**

SCALE (A1) 1: 3500

SHEET No 1

W&J JOB # 11927