



TERMS OF REFERENCE (TOR) FOR TRAFFIC IMPACT ASSESSMENT (TIA) STUDY FOR KOROSALUSALU PHASE 2 SUBDIVISION, TAVUA.

1. BACKGROUND:

The purpose of this project is to carry out a Traffic Impact Assessment (TIA) Report for Korosalusalu Phase 2 Subdivision, Tavua. Given the use of the proposed development, FRA requires a TIA Report to proceed through with the development.

2. LOCATION:

The proposed Korosalusalu Phase 2 Subdivision comprises of 6.7950 ha (16.79 acres) of iTLTB Land. The site is located at approximately 0.75km west of Tavua Town, off Kings Rd, outside the Tavua Town Boundary.

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 DELIVERABLES:

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

- 1 x hard copy & 1 x electronic copy (PDF) 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. 07/26: TRAFFIC IMPACT ASSESSMENT (TIA) STUDY FOR KOROSALUSALU PHASE 2 SUBDIVISION, TAVUA”, 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.

5 PRICE

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 (VEP)	
	VAT (12.5%)	
	TOTAL AMOUNT (VIP)	

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

6 PAYMENT SCHEDULE:

The payment schedule shall be as below:

Traffic Assessment	-	20%
Submission of Final Report to FRA for Approval	-	50%
FRA Approval of the final report	-	30%

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

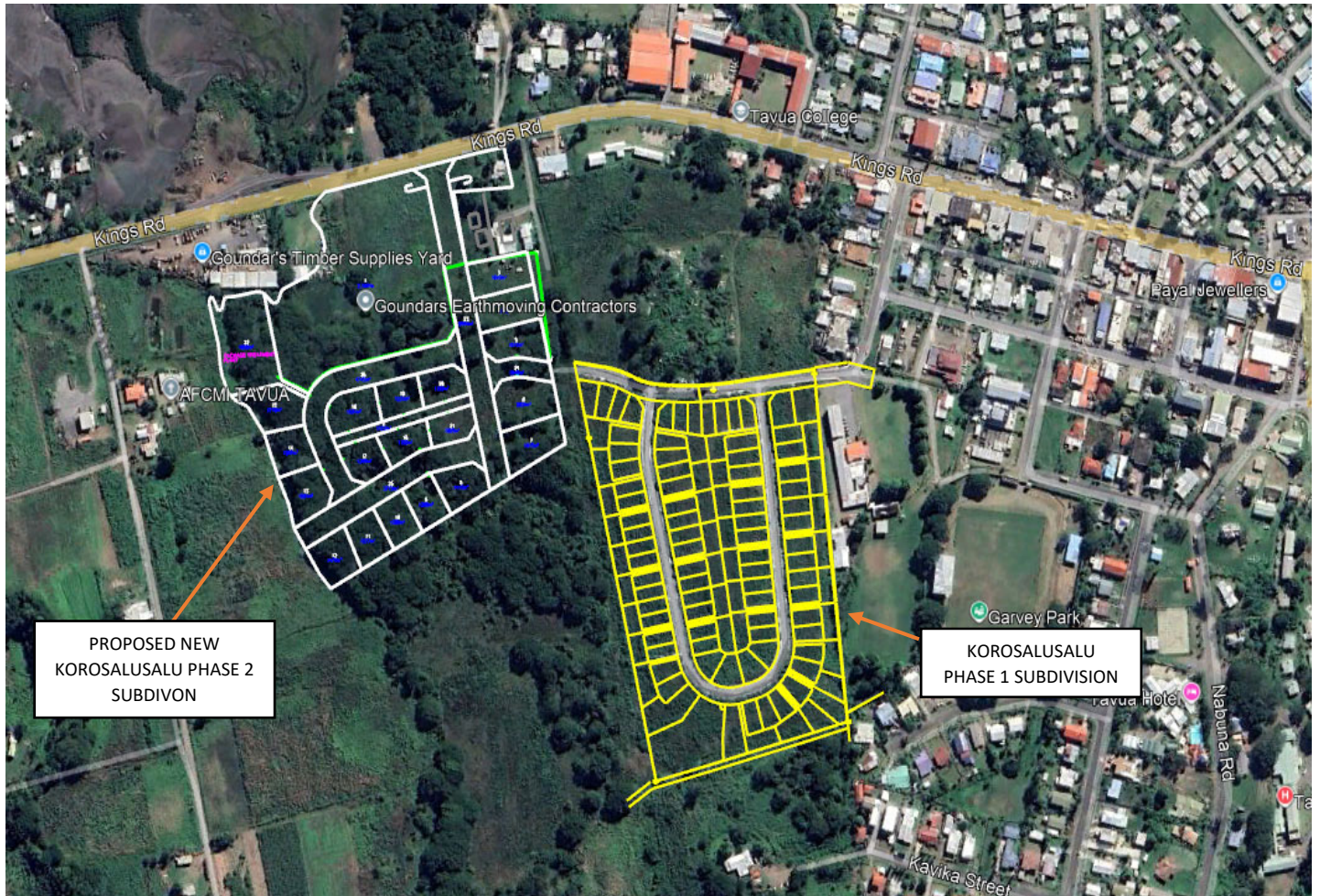
8 RFT DELIVERABLES

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	Provisional Tax Exemption certificate
8.0	Tax compliance certificate
9.0	FNPF Compliance certificate
10.0	Business Registration
11.0	Vat Registration

Appendix
Site Locality



Terms of Reference

As specified by FRA in letter attached below:

20 May 2026

FRA File Ref: SW-037-16/AN

Ms. Sheemal Nadan
Housing Authority
P. O. Box 6472
NASINU
Email: SNadan@housing.com.fj

Dear Sir

RE: TRAFFIC IMPACT ASSESSMENT FOR PROPOSED PHASE 2 KOROSALUSALU SUBDIVISION OF LOT 2 RR 752 AT TAVUA, TOWN FOR HOUSING AUTHORITY.

Reference is made to your application received on 13 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 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.fjroads.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 the approved subdivision scheme/rezoning plan and its conditions and for the proposed development.

2. Topographical survey

A Registered Survey must be engaged to carry out a topographical survey of the existing site and should produce a plan to including but not be limited to the location of all the services (drain, water mains, etc) affect, the location of all the existing driveways adjoining and opposite the site, the location of carriageway, footpath, any affected intersection, location of bus bays, etc

3. Traffic Counts

It is recommended that the traffic counts at the following road intersection be undertaken:

- i. Yasiyasi 2 Road & Kings Road Junction.
- ii. Kings Road & Nabukulu Road Junction.
- iii. Nabukulu & Nasivi Street Junction.
- iv. Kings Road & Ralulu Street Junction.

to identify turning movement counts during the busiest AM, Interpeak and PM peak periods. These turning movement counts are to be used for the traffic impact analysis of the proposed development.

Traffic Counts should be carried out on at least two normal weekdays which should not coincide with any major events and between

- i. 6am – 9am.
- ii. 11am -1pm.
- 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. Trip Generation

It is preferred that Australian or New Zealand trip rates are used to calculate the two-way trips to and from the development. If a comparison is to be made with an existing development in Fiji, then traffic surveys for the existing development must be undertaken within the same year as the TIA is to be submitted. The report should highlight the existing and future demand of the bus station.

If Australian and New Zealand trip rates are to be used, then extracts from the databases must be submitted as part of the TIA.

6. Intersection Modelling

The traffic engineering consultant shall undertake intersection and/or network modelling of the intersections to assess the existing operational performance of the intersection 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, 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.

7. Public Transport Facilities

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

The provision of pedestrian crossings and footways within the site should be highlighted, in addition, consideration to the provision of cycle parking and taxi's bays on the development site should be reviewed and presented

8. Accesses and Internal Circulation

The TIA report should provide details of access to and from the site. Clear, unambiguous and safe entry and exit and internal circulation is to be provided for all road users including pedestrians. Access for heavy vehicles (delivery and service vehicles) should be separate from access for customers. Safe and efficient access and internal circulation should be demonstrated using swept turning paths for each type of vehicle that will access the site.

The traffic management of the development should be explained, with options for barrier systems and the location of the security booths and pay-stations. Furthermore, the site should be accessible by mobility impaired customers and staff, therefore disabled parking spaces and suitably designed ramps and accesses should be provided.

The report needs to highlight what will be the potential impact of the proposed development and how will it mitigate the impacts of additional volume of traffic. It needs to ensure that car parking spaces are provided based on the demand, as there is no provision for on street parking facility.

9. Existing Conditions and Services

The TIA report should provide details of all services, road asset affected by the proposed development.

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

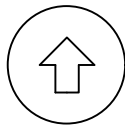
Should you require any clarifications, please do not hesitate to liaise with the Asset Management Team on 3100114 or email planning@fijiroads.org.

Yours sincerely



Mr. Vulisere Tukana
ACTING HEAD OF DELIVERY
FOR CHIEF EXECUTIVE OFFICER

Proposed Scheme Plan



Crown Tiri

Kings Road (20.12 Wide)
 → From Ba Town
 ← From Tavua

Lot 2
RR 837

Existing Traditional
Burial Grounds

Lot 1
RR 752

22
4098m²
PACKAGE TREATMENT
PLANT

21
2.0348ha
TAVUA TOWN COUNCIL

RR 817


KOROSALUSALU
SUBDIVISION - PHASE 1
(SL-8213)

Lot 3
RR 752

NOTES AND PURPOSE OF LOTS
 Lots 1 - 17 : Commercial
 Lots 18 - 20 : Light Industrial
 Lot 21 : Tavua Town Council
 Lot 22 : Package Treatment Plan
 Lots 23 - 25 : Access Road (20m Wide)
 Lot 26 : Access Road (16m wide)
 Lot 27 : Service Lane (9m Wide)
 Areas and Dimensions Subject to Final Survey,

ACTIONED	NAME	DATE	REVISION	DESCRIPTION	BY	ISSUE DATE
Surveyed			00	HA BOARD SUBMISSION		DEC 2025
Designed	SN	16-15-25				
Drawn	SN					
Checked	DP					
Approved - AGMLHD	AS					
Approved - CEO	IN					

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 FIJI ISLANDS
 info@housing.com.fj

PROJECT:
**KOROSALUSALU SUBDIVISION - PHASE 2
 (VATUVELEKA)
 TAVUA**

DRAWING TITLE:
**PROPOSED SCHEME PLAN
 LOT 2 RR 752**

SCALE: NA
 DRAWING NO:
 E339 / ENG / 200
 SHEET No:
 02