TERMS OF REFERENCE (TOR) FOR TRAFFIC IMPACT ASSESSMENT (TIA) STUDY FOR WAIRABETIA RESIDENTIAL SUBDIVISION, LAUTOKA

1. BACKGROUND:

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

2. LOCATION:

The proposed Wairabetia Residential Subdivision compromises of 29.497 ha (72.89 acres) of iTLTB Land. The site is located at approximately 1.32km from Nadi – Lautoka highway and 3.6km from Lautoka City, along the Wairabetia Road outside the Lautoka City 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. 08/26: TRAFFIC IMPACT ASSESSMENT (TIA) STUDY FOR WAIRABETIA RESIDENTIAL SUBDIVISION, LAUTOKA", 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	• 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	• 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

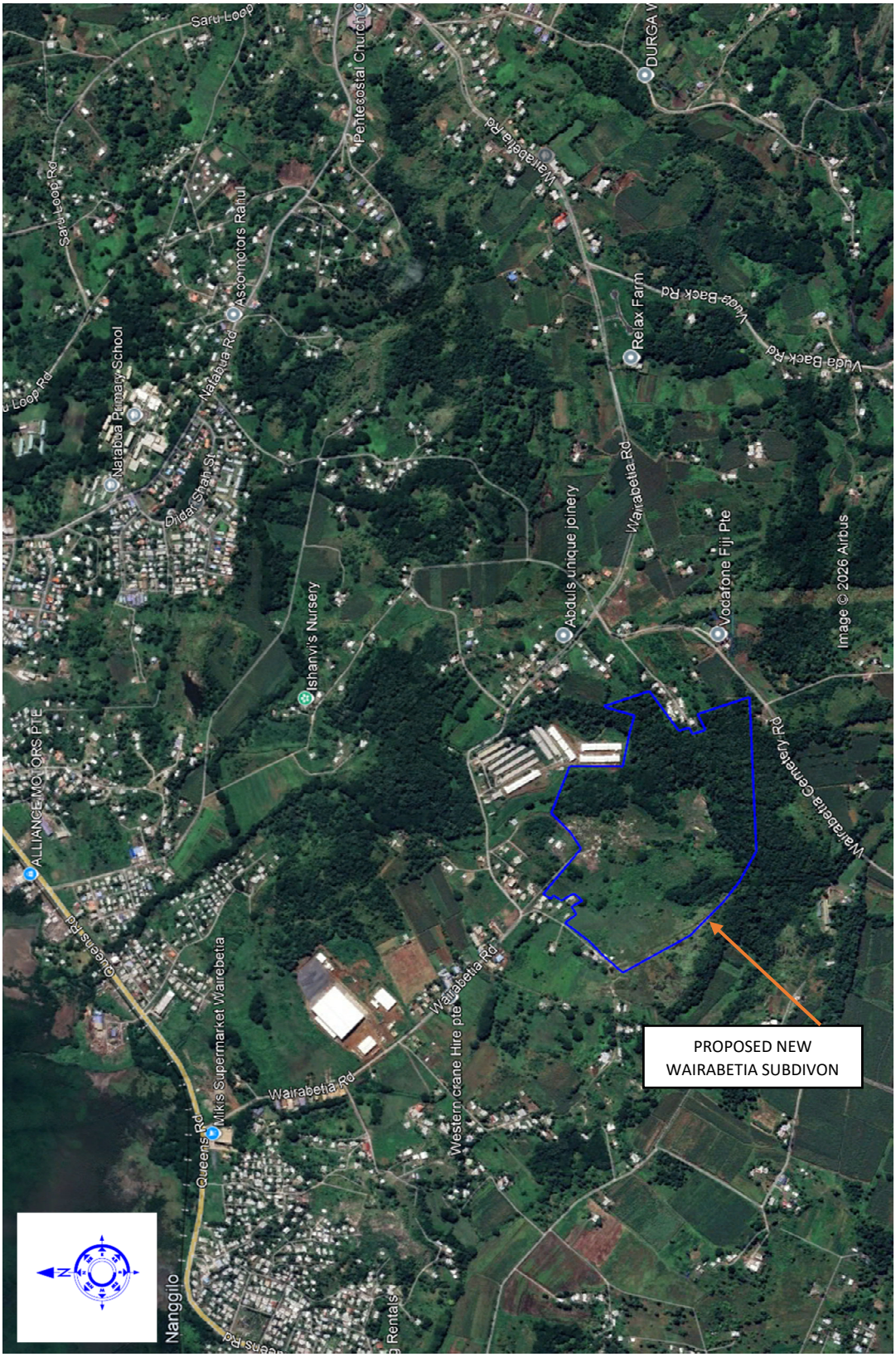
The Consultant will prepare the following for acceptance and approval by the HA.

	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:

Fiji Roads Authority

Level 4, Fiji Development Bank Building
360 Victoria Parade, Suva, Fiji
Telephone: 679-3100114
www.fijiroads.org

20 May 2026

FRA File Ref: SW-005-26/AN

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

Dear Madam,

RE: TRAFFIC IMPACT ASSESSMENT FOR PROPOSED SUBDIVISION OF ND 3254, ND 4066, PT OF ND 2173, PT OF ND 4068 & PT OF ND 3239 AT WAIRABETIA, LAUTOKA 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.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 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. Queens Road & Wairabetia Road Junction.
   ii. Wairabetia Road & the proposed access to the subdivision.
   iii. Wairabetia Road & Wairabetia Cemetery Road 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.

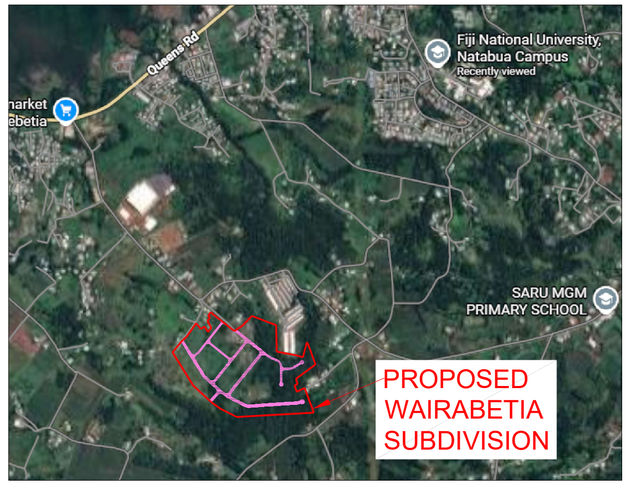
The applicant is further required to have pre-consultation with the Authority prior to undertaking a TIA.

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 DILIVERY
FOR CHIEF EXECUTIVE OFFICER

Proposed Scheme Plan



Res D 200 - 249	97
Res D 250 - 299	210
Res D 300 - 349	148
Res D 350 - 399	75
Res C 400 - 449	42
Res C 450 - 499	14
Res C 500 - 549	14
Res C 550 - 599	3
Total=	601

Res D Lots	528
Res C Lots	73
Total Yield=	601

TOTAL RESIDENTIAL LOT YEILD	**601**
Perccentage of Units/Yield=	94%

Playground	3
Reservoir	1
Package Treatment Plant	1
Commercial Dairy Shops	7
Civic - Taxi	2
Civic - Religious	3
Civic - Community Development	1
Road	11
6m Wide access lane	6
Drainage Reserve	2
ARBOUR RESERVE	3
Total=	40

TOTALNUMBER OF LOTS	**641**

NOTE:

RESIDENTIAL LOTS: (601 LOTS)

RESIDENTIAL D: (528 LOTS) 3, 4, 7 - 16, 19 - 37, 39 - 53, 56, 57, 60, 62 - 97, 101 - 103, 105 - 120, 121, 123 - 130, 132 - 137, 140 - 159, 162 - 204, 206 - 209, 212 - 216, 221 - 242, 247 - 251, 254 - 260, 262 - 274, 276 - 280, 282, 283, 285, 286, 288 - 294, 297, 299 - 309, 314, 315, 318 - 325, 327 - 390, 393 - 402, 404 - 409, 412 - 418, 421 - 424, 428 - 437, 439 - 442, 446, 448 - 454, 456, 460 - 463, 465 - 468, 473 - 479, 481 - 531, 533 - 571, 573 - 581, 583 - 593, 595 - 605, 610 - 613

RESIDENTIAL C: (73 LOTS) 2, 5, 6, 17, 18, 38, 55, 58, 59, 61, 98 - 100, 104, 122, 131, 138, 139, 160, 161, 205, 210, 211, 217 - 220, 243 - 246, 253, 261, 275, 281, 284, 287, 295, 296, 298, 310 - 313, 316, 317, 326, 329, 403, 420, 425 - 427, 438, 443 - 445, 447, 455, 457 - 459, 464, 469, 470, 472, 480, 572, 582, 594, 606, 608 & 609

COMMERCIAL LOT (DAIRY SHOP): (3 LOTS) 471, 607 & 621
CIVIC LOT - RELIGIOUS: (3 LOTS) 320, 419 & 619
CIVIC LOT - TAXI: (2 LOTS) 410 & 620
CIVIC LOT - COMMUNITY DEVELOPMENT: (1 LOTS) 1
DRAINAGE RESERVE: (2 LOTS) 392 & 411
PLAYGROUND: (3 LOT) 616 - 618
SEWER PUMP STATION/ TREATMENT PLANT: (1 LOT) 622
WATER RESERVOIR: (1 LOT) 623
OPEN SPACE/ ARBOUR RESERVE : (3 LOTS) 614, 615 & 624
ROAD (16M WIDE)- (4 LOTS) 625 - 628
ROAD (12M WIDE)- (5 LOTS) 629 - 633
ROAD (9M WIDE)- (2 LOTS) 634 & 635
ACCESS LANE (6M WIDE) - (3 LOTS) 636 - 641

Housing Authority
VALELEVU CENTRE- NASINU
P.O. BOX 1263
SUVA
FIJI ISLANDS
info@housing.com.fj

REV	DESCRIPTION	APPROVAL	ISSUE DATE
0	ISSUED FOR REVIEW	AR/ IN	05-03-2026

SURVEYED: SB
DESIGNED: DP/SN
DRAWN: SN
CHECKED: AR

ISSUED:
APPROVED:

TITLE:
PROPOSED WAIRABETIA RESIDENTAIL SUBDIVISION

DRAWING TITLE:
DRAFT SCHEME MAR 2026

SCALE:
DRAWING NO:
SHEET:
REV: