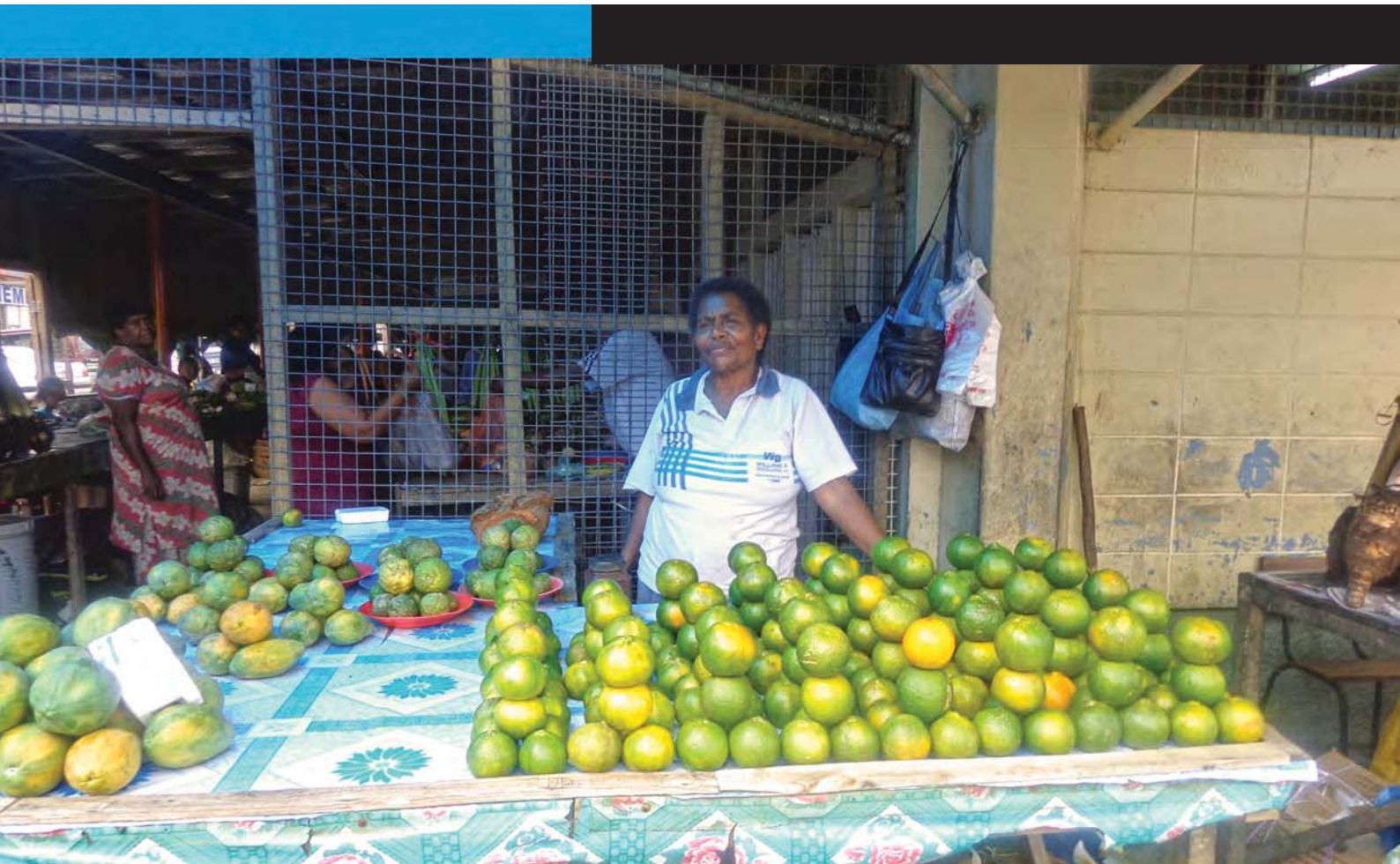


Municipal Market Infrastructure Feasibility Report



Partners to Improve Markets - Fiji
(PIM)

Acknowledgement to Nuigini Works for undertaking the feasibility study in the nine markets in Fiji on behalf of UN Women.



Casual vendor stalls along street edge, Labasa Market, Tuesdays 9-Oct-12,

Report Contact

kcostigan@niuginiworks.com

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Attachment(s)	All information is contained into this Report	

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Abbreviations & acronyms

CTA	Chief Technical Adviser / Acting PIM Program Manager, UN Women
KRC	Ken Costigan, Principal Architect, NWL
NWL	Niugini Works Ltd
PEP	Project Execution Plan
PIM Fiji	Partners Improving Markets, Fiji
PRA	Participatory Rapid Appraisal
RBJ	Richard Jurdeczka, Managing Director, NWL
UNW Women	United Nations Entity for Gender Equality and Empowerment of Women, Pacific Sub-Regional Office, Suva, Fiji

1 General

1.1 Background

This Report provides the basis to procure a Consultant to manage the Partners Improving Markets in Fiji (PIM Fiji) project being proposed by UN Women Pacific Sub-Regional Office in Suva, Fiji for funding under the AusAid bilateral program in Fiji.

The documents required to procure the Consultant to manage the Infrastructure component are contained herein.

The Consultant will be responsible for:

- a. controlling the funds allocated for the PIM Fiji infrastructure component;
- b. overseeing infrastructure improvement in 10 selected municipal markets from commencement to conclusion in a period of 2 years.
- c. carry out the Scope of Work described in section 6 of this Report.

1.2 Market Locations

The 10 nominated markets – described in section 8 of this Report – are located in:

- Suva
- Nausori
- Sigatoka
- Nadi (2 markets: Nadi and Namaka)
- Lautoka
- Ba
- Tavua
- Rakiraki
- Labasa

1.3 Project Budget & Timeframe

The overall PIM Fiji budget is USD 6 million to be invested over 3 years. Of this budget half is allocated to a social change component to be managed by another organisation and half is to be invested in improvements to infrastructure at each of the 10 selected markets.

Eligibility for PIM Fiji grants will be predicated upon matching contribution of funds by the respective beneficiary municipal governments for the purposes of:

- a. improving the working conditions for women market vendors – particularly rural women who need somewhere decent and affordable to stay during the 2-3 days spent trading each week;
- b. mitigating the impact of future flooding.

Recent government investments directed to fulfilling the above criteria will be evaluated for consideration as cost-sharing contributions.

1.4 Client Actions

The procurement process requires UN Women to:

- a. advertise the Expression Of Interest in appropriate national newspapers in the region
(estimated timeframe to organise and advertise: 5-6 weeks)
- b. short-list the Expressions Of Interest
(estimated timeframe: two weeks)
- c. issue the RFP to short-listed firms
(estimated timeframe: 6 weeks, including 4 weeks bid period)
- d. evaluate /clarify tenders
(estimated timeframe: 4 weeks, including time for clarifications and negotiations)
- e. award contract

2 Fieldwork

2.1 Timing

This Report contains findings of field work conducted from 05 to 12 October 2012.

2.2 Field work activities

The field work and related activity comprised:

- a. discussions with the former CTA / Acting PIM Program Manager;
- f. interviews with senior municipal officials;
- g. brief, high-level inspections of nominated existing markets;
- h. inspection of the proposed site of a new central bus station and market (Nausori);
- i. reviews of various documents relating to PIM-Fiji provided by the outgoing CTA.

3 Call for Expressions of Interest

(insert UN Women logo)

PARTNERS IMPROVING MARKETS, FIJI (PIM Fiji)

CALL FOR EXPRESSIONS OF INTEREST

The Suva-based Pacific Sub-Regional Office of UN Women is proposing a Partners Improving Markets Fiji (PIM Fiji) project with the development objectives of improving the working and economic conditions of women market vendors, particularly rural food and handcraft producers and distributors. A budget of USD 6 million is to be invested over the next three years for the improvement of conditions at 10 municipal markets, 9 on Viti Levu and 1 on Vanua Levu. The budget will be spent in equal portions on two major components: Social Change – directed towards transformed and gender responsive market governance and Infrastructure – covering improvements that address the priority needs of women market vendors. In order to qualify for infrastructure support beneficiary municipal governments must contribute matching funding.

This call for EOIs relates to the Infrastructure component.

The scope of work at each location varies and will be developed on the basis of consultation with relevant stakeholders – especially women vendors, both urban and rural, as well as customers, market managers and municipal administrators – in alignment with the foregoing development objectives. Implementation of the agreed scopes of work will through the respective municipal governments using a mix of existing or improved in-house and outsourced services with the oversight and support of a managing Consultant. The timeframe for implementation at each location also varies, being dependent on local circumstances – municipal government readiness and site access in some instances.

Interested consultants are invited to submit expressions of interest in the form of a company profile – maximum seven A4 pages – setting out responses to the following selection criteria as the basis of shortlisting to receive an Invitation to Tender:

1. company data: incorporation, principals and contact details
2. social- and gender-responsive community infrastructure projects.
3. implementation of local-level infrastructure projects in Pacific Island countries.
4. tropical architectural and engineering design.
5. market projects – both upgrade and new works.
6. female personnel – architectural, engineering
7. project management background in participatory consultations and inclusive project design

EOIs are to be submitted by close of business on (insert date) to:

Mr Welder Mtisi

(Name; Position Title; Organisation ; Postal Address; Mobile; Landline; Email)

4 Request for Proposal (RFP)

UN Women's standard RFP (Rev Oct 2000) to be used with succeeding sections 5, 6 and 7 of this report incorporated into the relevant clauses of the document .

5 Scope of Work

A. PROJECT TITLE
Partners Improving Markets Fiji (PIM Fiji) – Infrastructure Component
B. CLIENT
UN Women, Pacific Sub-Regional Office, Level 3 Kadavu House, Suva, Fiji
C. PRINCIPAL'S REPRESENTATIVE
Ms Elzira Sagynbaeva, UN Women Pacific, Regional Programme Director Tel: +679-3301178/3301118, Direct Line: +679-3302461, Fax: +679-3301654, Cell: +679-9957899 Skype: elzira.sagynbaeva / Timezone: GMT+1200
D. PROJECT DESCRIPTION & BUDGET
<p>The overall PIM Fiji budget is USD 6 million to be invested over 3 years. Of this budget half is allocated to a social change component to be managed by another organisation and half is to be invested in improvements to infrastructure at each of the 10 selected markets.</p> <p>Eligibility for PIM Fiji grants will predicated upon matching contribution of funds by the respective beneficiary municipal governments for the purposes of:</p> <ol style="list-style-type: none">1. improving the working conditions for women market vendors – particularly rural women who need somewhere decent and affordable to stay during the 2-3 days spent trading each week;2. mitigating the impact of future flooding.
E. PROJECT INTENTIONS
<p>The selected Consultant is expected to collaborate with the beneficiary municipal governments to conform existing plans and formulate new plans and costings for market infrastructure improvements that will promote the social objectives of PIM Fiji.</p> <p>In order for the UN Women's partnership with the municipalities to be effective there must be equity. Accordingly a cost-sharing arrangement will be reached for mutual investment and accountability between the local council and UNW Project Management. Ideally this arrangement will come through specific municipal budget allocations, but there may also be in-kind support – allocation of technical personnel, office space, transport, storage and the like.</p> <p>The Consultant will work with the municipal government authorities and stakeholders to agree:</p> <ol style="list-style-type: none">1. scopes of work and implementation plans for each location;2. the arrangements for managing granted and matching funds;3. the competitive procurement of design and construction services.

F. MARKET LOCATIONS & RESPONSIBLE AUTHORITIES		
1	Suva	Suva City Council
2	Nausori	Nausori Town Council
3	Sigatoka	Sigatoka Town Council
4	Namaka	Nadi Town Council
5	Nadi	Nadi Town Council
6	Lautoka	Lautoka City Council
7	Ba	Ba Town Council
8	Tavua	Tavua Town Council
9	Rakiraki	Rakiraki Town Council (in formation)
10	Labasa	Labasa Town Council
G. PROJECT STAKEHOLDERS		
In addition to the Client the stakeholders are:		
<ol style="list-style-type: none"> 1. Vendor associations / representatives – primarily women formal and informal, rural and urban; 2. AusAID as the funder of PIM Fiji; 3. Ministry of Local Government and Urban Development; 4. Above-listed municipal governments and respective market managers. 		
H. FORM OF CONTRACT		
AS 4122-2010 General Conditions of Contract for Consultants		
I. CONTRACT NATURE		
The Contract is for the provision of technical services on the basis of:		
<ol style="list-style-type: none"> 1. Client during period of contract will issue a Work Order on an as-needed basis whenever a project is identified. 2. Work Orders based on tendered Project Control Sheets setting out indicative budgeted personnel costs and reimbursable expenses for: <ul style="list-style-type: none"> • Non-Fijian personnel denominated in USD; • Fijian personnel denominated in FJD; 3. Nominated Personnel. 4. Designated Positions and Rates valid for the duration of the contract. 5. Additional Designated Positions and/or adjusted Rates as agreed by the Client from time to time. 6. Reimbursable expenses authorised by Client prior to purchase. 7. Work Orders denominated in USD and/or FJD based on further Project Control Sheets agreed with the Client to cover additional services not foreseen at the outset of the Project. 		
J. CONTRACT COMMENCEMENT & DURATION		
Contract Start: on formal acceptance of offer		
Contract Term: 2 years or as otherwise extended by agreement with the Client		
K. FIRST DELIVERABLE / PROJECT EXECUTION PLAN (PEP)		
The Consultant will carry out an initial 2-week project familiarisation, visiting each site and conferring with UN Women for the purpose of informing the preparation of a Project Execution Plan for approval of UN Women prior to undertaking the substantive Project activities:		
The PEP will summarise and include:		
<ol style="list-style-type: none"> 1. Activities to implement the 2-year Project. 		

2. Timeframe schedule.
3. Fee and disbursement budget.

L. SCOPE OF SERVICES / OTHER DELIVERABLES

The consulting services include but are not limited to:

1. Collaborating with the personnel / organisation separately engaged by the Client to manage the social change component of the Project.
2. Arranging, attending and reporting on formal meetings with the Client and stakeholders to agree the infrastructure scope of work relevant to each location.
3. Consulting woman-stakeholders, through formal and informal meetings with representative vendor organisations and individuals of both ethnicities, both rural and urban in order to inform the scope of work for improving existing and/or delivering new infrastructure at each location in alignment with the Project objectives.
4. Evaluating existing market infrastructure at each location as basis to develop a set of appropriate, including design guidelines to address:
 - congestion – traffic, vendors, customers;
 - light and ventilation;
 - roof watershed;
 - surface drainage;
 - flood damage mitigation;
 - above-ground vending stalls and seating;
 - overnight storage;
 - sanitary facilities.
5. Developing – in consultation with the municipal governments and UN Women:
 - one or more trust funds into which infrastructure project moneys (including co-funding contributions) will be deposited and from which infrastructure project moneys will be dispensed;
 - financial control and reporting mechanisms.
6. Assisting the municipal governments develop master plans for their respective locations which incorporate the development principles agreed between the Client, municipal government and stakeholders.
7. Carrying out a gap analysis of the processes and capacity of municipal governments to organise design, procurement and construction of infrastructure in relation to the Project, either in-house, or outsourced or via a combination of these methods, including capacity assessments of existing and prospective outsourced service providers.
8. Support municipal governments to organise design, procurement and construction of agreed infrastructure
9. Establish and provide quality oversight regime to develop, facilitate, monitor, review and comment upon:
 - technical assessments of existing market infrastructure;
 - designs and scopes of work for new and upgraded infrastructure to be delivered at each location;
 - budgets developed by the municipal governments for infrastructure works at their respective locations;
 - ensure compliance with local statutory requirements of public works including: planning permissions, building permits code requirement, including structural certification were relevant;
 - compliance with statutory tender provisions;
 - contribution and evaluation of matching funds;
 - acquittals of Project expenditures by the municipal governments.
 - assessments and reports in respect to the conformance of the improved infrastructure's utilisation – post-construction at each location – with objectives of PIM Fiji for the duration of the

Consultancy.

10. Prepare and maintain Timeframes for Client approval setting out activities and milestones
 - an overall Project Timeframe;
 - subsidiary Timeframes for implementation of the scope of work at each location.
11. Issue Deliverables 1-9 in accordance with the agreed Project Timeframe agreed with the Client and amended from time to time;
12. Issue Spend Registers at monthly intervals detailing the cumulative draws against each Work Order.

6 Information to Tenderers

6.1 Guiding Principles

a. Social inputs

The social basis for good infrastructure outcomes involves:

- conducting fresh stakeholder consultation updates and Participatory Rapid Appraisals;
- reconciling differing needs of urban traders who dominate the enclosed sections of the markets and shorter-term rural women vendors who are marginalised to the open, peripheral areas of the market;
- addressing the rural women vendors' need for transit accommodation and other supportive amenities for during their weekly cycle of 2-3 days trading;
- making available technical and costing inputs during stakeholder consultations.

b. Technical inputs

The technical basis for good infrastructure outcomes involves:

- selecting and scoping projects in response to priority needs and available funding;
- requiring performance certification as basis for fiscal and quality control;
- using a small, reliable and accountable project manager (the Consultant team).

c. Value for money

Maximising value for money involves . . .

- aligning maintenance and minor works program with social change program
- containing costs through competitively procured local design and construction services
- using external process evaluation and compliance control – to avoid dissipation, loss of focus, misuse of funds

d. Fit for purpose

Improving existing and providing new, fit for purpose infrastructure involves . . .

- designing civil works for flood mitigation, ease of waste management / disposal and public health and sanitation needs
- using architectural design concepts and construction details relevant to wet tropical conditions and hard public usage
- selecting durable and robust construction materials and fitments to minimise maintenance costs

6.2 Design Principles

a. Reduced congestion

Problem: During peak periods the markets are all being utilised at maximum capacity, with vendors occupying all available space both indoors and outdoors, and even spilling onto pathways and roads. Open areas and under-eave spaces are all occupied, with the ubiquitous flimsy, unsightly blue-plastic tarpaulins and cumbersome umbrellas being erected by vendors for ineffectual shade and weather protection.

Short-term solutions:

- more effective and durable lightweight structures can be installed in the open areas;
- a shift can be encouraged towards segregating wholesaling and retailing sections

Long-term solution to relieve congestion will be to develop satellite markets in locations where spontaneous informal activity is happening (urban traders / retailer know best where to locate themselves for maximum commercial advantage).

b. Maximised light & ventilation

Problem: With one exception (the main hall at Lautoka), the large-span market buildings are dingy and airless halls that require artificial lighting which is costly to run. Existing solutions – in the forms of strip roof-lighting, pop-up roof sections – create knock-on problems:

- integral strip lighting radiates and intensifies tropical sunlight (the glass-house affect);
- raised segments – as at Suva market – have been enclosed with vertical transparent sheeting to prevent ingress of rain but subsequently the sections of west-facing transparent sections have had to be blacked-out to reduce sunset glare.

Solution: Accept the need for the entire market area – nett of roads and paths – will be under-cover and infill with long thin halls separated by raised, overlapping roof sections designed to provide abundant natural light, avoid ingress of direct sunlight and avoid rainwater penetration (see also next principle).

c. Positive roof watershed

Problem: Many of the markets have internal box gutters and downpipes either as an integral part of the original design (as at Labasa) or where buildings have been extended (as at Rakaraki). In the wet tropics such gutters tend to overflow, are difficult to access for cleaning and maintenance purposes and the downpipe drains, if sealed, can backup.

Solution: Avoid internal box gutters. Use external gutters and downpipes, sized to cope with peak downfalls, as the preferred roof drainage solution. Exception could be made with adequately-sized internal gutters, accessible from under the roof, with open grated floor drains.

d. Sealed and well-drained floors

Problem: the quality of concrete floors of most markets is poor – being broken, chipped, scabbled, uneven. Raw concrete finish is hard to keep dust-free on hot, dry days. Drains are often inadequately sized and located; open and improperly covered / grated drains become trip hazards; inappropriately enclosed drains tend to back-up in heavy downpours.

Solutions:

- specify an economical and durable surface sealant for future work, one that will mitigate dust and can be easily renewed, similar to the bituminous compound used at Queen Victoria Market, Melbourne;
- specify properly sized, graded and grated open drains in new market halls.

e. Mitigated flood damage

Problem: Several markets (Nadi, Ba, Rakiraki) are prone to serious flooding, up to the eaves from nearby rivers. The level and frequency of flooding require resources beyond the capacity of the affected municipal governments to control.

Solution: Where appropriate give consideration in the scoping for new and upgrade work to sensible location of functions, robust design of stalls, benches, seating and selection of services fittings and fixtures able to resist flood damage and minimise the time required to restore to operational functionality.

f. Above-grade vendor benches

Problem: Within many of the markets food is being presented on plastic sheeting and plates laid on the concrete floors with consequential unhealthy exposure to dust, dirt and contact with the feet of passers by.

Solution: support all vendors with either permanent or relocatable, above-grade food serving benches designed to suit the vendors' ergonomic requirements, with durable

and cleanable surfaces suited to the relevant produce: fruit and vegetables, dry goods, fish, other marine produce.

g. Secure storage

Problem: Many vendors required lockable storage for foodstuffs left overnight, for valuable items, for chair and forms.

Solution: Develop an array of solutions – either free or for hire, integrated with vendor benches of free-standing in nearby locations – in close consultation with vendors and market masters to ensure suitability and acceptability.

h. Light and airy sanitary facilities

Problem: Toilet interiors tend to be dingy, stifling and hard to keep clean.

Solution: Design stand-alone toilet blocks with separated sections for male and female and deepest-possible, open-air highlights covered with galvanised metal mesh to exclude birds all round the perimeter of each section and protected by generous eaves.

i. Back-up water supply

Problem: The mains water supply in many market is not wholly reliable.

Solutions:

- install an array of polypropylene tanks at each site for controlled use when the mains supply is
- assist market managers to instate management controls for the back-up supplies, including provision of water to service toilets.

j. Waste recycling

Problem: The market generate a large amount of waste vegetable matter.

Solutions: Where space permits, set-up formal composting bins and on-sell the resultant by-product to local producers for fertilizer or, alternatively, if the by-product cannot be sold then arrange for free collection and disposal.

k. Women's amenities

Problem: Most vendors are women, many of whom consistently travel weekly from rural areas to sell produce and buy basic needs in town. In the absence of overnight accommodation these vendors resort to sleeping rough on the pavements around

the markets. Moreover there is an absence of basic sanitation and childcare amenities for these women.

Solutions:

- Provide affordable user-pays, basic transit accommodation – robust double-bunks, plastic sheeted mattresses, lockers for personal effects – and associated toilet-ablutions;
- complement the transit accommodation with day facilities such as change and breast-feeding areas and children's toilets;
- provide servery and scullery facilities for dispensing cooked food and cleaning up;
- proscribe cooking of food in order to avoid costs associated with energy consumption and maintenance of public cooking appliances.

I. Community learning

Problem: Government inter-action with women, especially rural women is often constrained by lack of facilities for large meetings, displays, periodic workshops, weekly learning demonstrations and the like. Markets are a natural hub for such activities.

Solution: Provide dedicated space for community learning within the market precinct, in conjunction with the women's transit accommodation and associated amenities so these facilities can be used after-hours and during non-peak learning activities.

7 Site Data

7.1 Suva


A. GENERAL DETAILS			
Prime Contact	Mr Saverio Ieli	Position Title	Acting Administrative Officer
Municipality	Suva City Council (SCC)	Landline / Mobile	331 3433 x202 / 927 2580
Visit Date/s	Sun 07-Oct-12 & Mon 08-Oct-12	Email Address	ieli@scc.org.fj
B. IMAGES			
		<p>Image 1 Suva market</p> <ul style="list-style-type: none"> [A] creek-side fish market [B1] footpath marine products [B2] concrete shelter [C] 2 x enclosed fish shops [D] clerestory roof sections [E] rotunda (old market) [F] cut flower vendors [G] kiosks [H] open-sided sheds [J] toilets [K] outdoor vendors [J] central bus station 	



Image 2 Structure proposed for Transit House [B2]



Image 3 Clerestory lighting main hall [D]



Image 4 Open-air cut-flowers section [F]



Image 5 Temporary vendor stalls [K]



Image 6 Stand alone male & female toilets [J]



Image 7 Separate fish market alongside the creek [J]

C. OBSERVATIONS / COMMENTS

1. On peak trading days the market is fully utilized and heavily congested.
2. The creek-side fish market [A] is popular with vendors because of easy access to stalls from fishing boats / dinghies moored at the quay. This facility is slated for relocation.
3. Additional marine produce stalls are located along the footpath and in the semi-open concrete structure at locations [B1 & B2]. The two enclosed fish shops at location [C] are slated for redevelopment on expiry of the present leases.
4. The two elevated clerestory sections of roof in the main hall [D] have been enclosed with a mix of solid and

transparent sheeting to prevent ingress of rain with consequential loss of ventilation and heat build-up on west-faces, the latter ameliorated by 'blacking' out the transparent sheets.
5. SCC is currently conducting a roiling upgrade of the kiosks located at the street frontages at [G]
6. The close proximity of food kiosks to the central bus stations results in vendors being constantly exposed to exhaust fumes.
7. The rotunda is fully utilized. One strange feature is the unutilised, roofless concrete porch on the first floor.
D. PIM FIJI PROPOSALS
1. A proposal is under consideration for the installation of transit accommodation and associated facilities on the roof the triangular semi-open concrete structure at location [B2]. A major impediment to this proposal is the understandable unwillingness of engineers to sign off on the adequacy of the existing building as a load-bearing structure. Alternatively, potential floor area being sufficient, this structure could be replaced with a 2-story building with accommodation quarters, change and feeding rooms plus an associated toilet-ablution facility for women and children.
2. The cut-flower section is situated in a prime location [F] but is subject to exposure to sun and rain. Installation of a permanent canopy is being considered by SCC.
E. ACTIONS BY CONSULTANT
1. Conduct PRA-style stakeholder consultations informed by cost and technical advice for the purpose of validating the nominated infrastructure scope of work to fulfil PIM Fiji's social objectives.
2. Assist SCC to arrange development of designs, scopes of work, cost estimates for approval by UN Women and subsequent tender and construction.
3. Collaborate with SCC on development of planning principles to guide future investment in market and transport infrastructure.

7.2 Nausori



A. GENERAL DETAILS			
Prime Contact	Mr Napoleon Masirewa	Position Title	Special Administrator
Municipality	Nausori Town Council (NTC)	Landline / Mobile	not provided
Visit Date/s	Tue 08-Oct-12	Email Address	nausoritown@connect.com
B. IMAGES			
		<p>Image 8 Existing Nausori market</p> <ul style="list-style-type: none"> [A] main halls [B] outdoor vendors [C] carparking 	
		<p>Image 9 Site for new market</p> <ul style="list-style-type: none"> [D] commercial developments [E] central bus station [F] market site [G] women's bure [H] crèche 	



Image 10 Outdoor vendor stalls



Image 11 Open space used on main trading days



Image 12 Poor surface and makeshift drain covers



Image 13 Emptying rain water from tarpaulins



Image 14 Proposed site for new central bus station



Image 15 Proposed for new market on far side of road

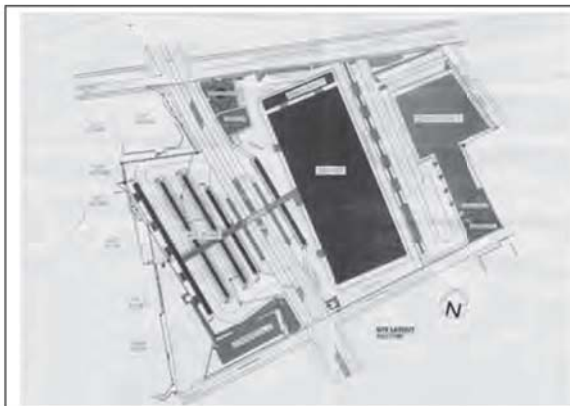


Image 16 Site plan for new development

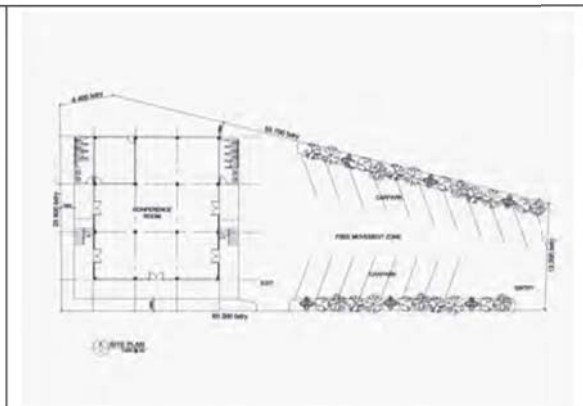


Image 17 Floor plan for women's centre

C. OBSERVATIONS / COMMENTS

1. The present market is a ramshackle, overloaded and worn-out. NTC is investing FJD 9m in a new central bus station and new market on a greenfield site on a site on a main motorway on the edge of town. The funds are made up of a loan for FJD 6m and a State grant of FJD 3m. The ground breaking will take place this year, the site requires a considerable amount of fill, drainage and pavement work.
2. Section [A] of the proposed site is earmarked for the new bus station; section [B] for public carpark, taxi rank and a large market hall; section [C] for women's transit accommodation and associated facilities.
3. There will be 2,185 x 2000-long stalls in the main hall. A revamped bye-law will constrain the number of stalls.

D. PIM FIJI PROPOSALS

1. Subject to validation NTC is requesting funds be allocated to the construction of the illustrated design prepared by Mr Pita Tamanikaisawa, NTC's engineering technician (pita@nausoritowncouncil.org).

E. ACTIONS BY CONSULTANT

1. Assess the suitability of the proposed Transit House design for PIM Fiji purposes and negotiate changes if required.
2. Review NTC's cost estimates for proposed Transit House.
3. Assist NTC with implementation of agreed infrastructure scope of work for PIM Fiji.

7.3 Labasa




A. GENERAL DETAILS			
Municipality	Labasa Town Council (LTC)	Visit Date	Tue 08-Oct-12
Prime Contact	Mr Vijay Chand	Position Title	Special Administrator (997 7830)
Second Contact	Mr Jitendra Prasad / CEO	Email Address	labasatcouncil@gmail.com
B. IMAGES			
		<p>Image 18 Labasa market</p> <ul style="list-style-type: none"> [A] cooked food stalls [B] informal fish market [C] private carparking [D] taxi rank & outdoor vendors [E] old market hall [F] new market hall [G] toilets [H] rural outdoor vendors [J] community police post [K] carparking [L] central bus station [M] 'grog' sheds 	
			
Image 19 Cooked food market [A]		Image 20 Informal fish market on riverbank [B]	



Image 21 Front of new market hall [E]



Image 22 Interior of old main hall [D]



Image 23 Casual vendors along edge of main hall [D]



Image 24 Area where casual vendors rig tarpaulins [G]

C. OBSERVATIONS / COMMENTS

1. Two long-thin open-sided structures house cooked food stalls that operate from early morning to mid-afternoon. These structures are located on the river bank behind LTC's council chambers [A]. The facility is located on land developed by LTC under a semi-formal 'tenancy at will' arrangement with local landowners and accordingly, in the absence of a secure title, cannot be upgraded beyond the present standard.
2. An informal fish market [B] has been built by vendors over the riverbank on the far side of a privately-owned and operated carpark [C] behind a supermarket belonging to the same proprietor. The carpark land is subject to a dispute between LTC and the supermarket proprietor and, it appears, the local landowners.
3. The old market hall [D] is devoted to sale of dry goods, spices, kava root and handicrafts. The new market hall [E] is devoted to sale of fruit and vegetables. The sawtooth roofs have box gutters which are prone to overflow.
4. A recently constructed stand-alone toilet [F] is located between the new section of the market and the riverbank.
5. A vacant section of land [G] is allocated to casual, mostly rural vendors. This land is situated at the rear of a community police post and is not under the control of LTC, hence substantial improvements cannot be made.
6. The 'grog' section [H] is located across the main motorway in a valuable area that was formerly a Rotary Park.

FIJI PROPOSALS

1. Replace a part of the new market hall with a two-storey section with accommodation, change and feeding rooms plus an associated toilet-ablution facility for women and children.
2. Improve the handicrafts section in the old market hall.
3. Install permanent canopies for the outdoor vendor stalls.

D. ACTIONS BY CONSULTANT

1. Conduct PRA-style stakeholder consultations informed by cost and technical advice for the purpose of selecting infrastructure scope of work to fulfil PIM Fiji's social objectives.
2. Assist LTC to arrange development of designs, scopes of work, cost estimates for approval by UN Women and subsequent tender and construction.

3. Collaborate with LTC on development of planning principles to guide future investment in market and transport infrastructure.

7.4 Sigatoka

A. GENERAL DETAILS			
Municipality	Sigatoka Town Council (STC)	Visit Date	Thu 11-Oct-12
Prime Contact	Mr Anand Pillay	Position Title	Chief Executive Officer
Landline / Mobiles	650 0018 / 904 2493, 998 2224	Email Address	anandsamipillay@yahoo.com
B. IMAGES			
		<p>Image 25 Sigatoka market</p> <p>[A] central bus station [B] carparking [C] main market hall [D] 2-storey section [E] arcade</p>	
Image 26 Bus station [A] and carpark entrance on left		Image 27 Carpark and through road with shed [D]	
Image 28 Two-storey shed [D] ground floor plan		Image 29 Arcade [E] with shed [D] on left	

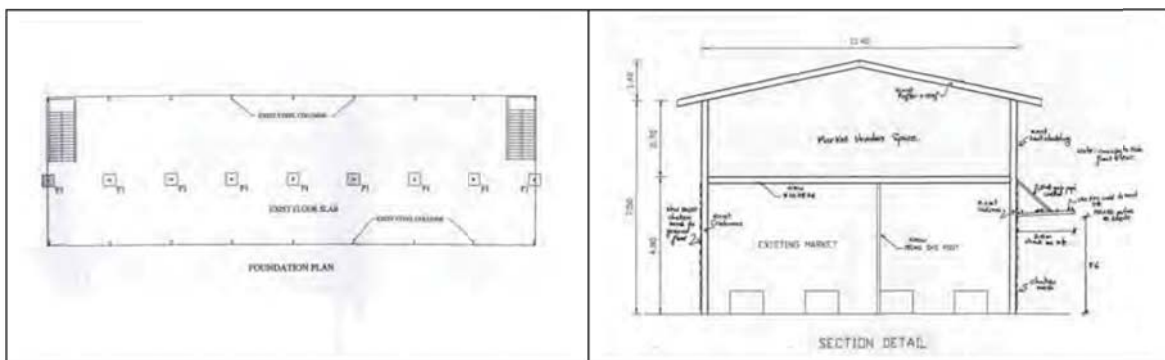


Image 30 Two-storey shed [D] ground floor plan

Image 31 Two-storey shed [D] cross-section

C. OBSERVATIONS / COMMENTS

1. STC expressed the need to relocate constricted bus station [A] in order to alleviate congested traffic.
2. The narrow road around two sides of the market is one-way and doubles as a carpark [B] with a ticket booth at the entrance before the bus station and the payment booth at the exit. This carpark is flanked with small shops.
3. A narrow pedestrian arcade [E] separates the market from neighbouring retail shops. This space is occupied by 'sweetmeat' vendors serving from small trolleys. Part of the arcade is available to after hours fruit and vegetable vendors.
4. Adjacent to the arcade is a high, unventilated shed [D] designed by the consulting engineer to permit the installation of a second floor.
5. SYC has a standing Tender Board, chaired by the CEO, with members drawn from various officers to consider tenders relating to their areas of responsibility with market projects involving the Finance Manager, the Works Supervisor Market Master, the Health Inspector. Projects < FJD 10k require three quotes. Projects > FJD 10k require closed tenders.



D. PIM FIJI PROPOSALS

1. Fund the installation of the second floor of shed [D] and corresponding refit of the walls to provide windows for light and ventilation
2. Convert some of the second-floor into transit accommodation and associated women's amenities, Use the remaining second floor space for sale of groceries and dry goods. Allocate the ground floor to accommodate additional fruit and vegetable vendors.

E. ACTIONS BY CONSULTANT

1. Conduct PRA-style stakeholder consultations informed by cost and technical advice for the purpose of validating the nominated infrastructure scope of work to fulfil PIM Fiji's social objectives.
2. Confirm sufficiency of existing 2-story steel structure and review proposed vertical subdivision conformance to local building regulations.
3. Assist STC to arrange development of designs, scopes of work, cost estimates and approval for inclusion in PIM Fiji and subsequent tender and construction.
4. Collaborate with STC on development of planning principles to guide future investment in market and transport infrastructure.

7.5 Namaka

A. GENERAL DETAILS			
Prime Contact	Mr Nemia Taginasedrau	Position Title	Chief Executive Officer
Municipality	Nadi Town Council (NTC)	Landline / Mobile	670 0133 / 992 1887
Visit Date/s	Fri 12-Oct-12	Email Address	ceo@nadi town council.com.fj
B. IMAGES			
			
Image 32	Nadi road and cut flowers sales on right	Image 33	Interior with skillion roof section on left
C. OBSERVATIONS / COMMENTS			
<ol style="list-style-type: none"> 1. A recent development, this market comprises an initial bow-trussed front section – with enclosed toilets at one end and an enclosed fish shop at the other end – and a more recent skillion extension which doubled the area under cover. 			
D. PIM FIJI PROPOSALS			
<ol style="list-style-type: none"> 1. No information was available on this market. 			
E. ACTIONS BY CONSULTANT			
<ol style="list-style-type: none"> 1. Conduct PRA-style stakeholder consultations informed by cost and technical advice for the purpose of selecting infrastructure scope of work to fulfil PIM Fiji's social objectives. 2. Assist NTC to arrange development of designs, scopes of work, cost estimates for approval by UN Women and subsequent tender and construction. 3. Collaborate with NTC on development of planning principles to guide future investment in market and transport infrastructure. 			

7.6 Nadi

A. GENERAL DETAILS

Prime Contact	Mr Nemia Taginasedrau	Position Title	Chief Executive Officer
Municipality	Nadi Town Council (NTC)	Landline / Mobile	670 0133 / 992 1887
Visit Date/s	Fri 05-Oct-12	Email Address	ceo@nadi town council.com.fj

B. IMAGES



Image 34 Nadi market

- [A] informal vendors
- [B] covered halls
- [C] indoor toilets
- [D] market carpark
- [E] central bus station



Image 35 Open-sided kiosk in area [A]



Image 36 Informal vendors under blue glare of tarpaulin



Image 37 Concreted and tiled water point



Image 38 Toilet toll booth



Image 39 Open-sided kiosk in area [A]

Image 40 Informal vendors under blue glare of tarpaulin

C. OBSERVATIONS / COMMENTS

1. Discussion focussed on lack of shelter for informal vendors in the open sections of the market.
2. No request was made to cater for transit accommodation for out-of-town vendors.

D. PIM FIJI PROPOSALS

1. Replace a part of the new market hall with a two-storey section with accommodation, change and feeding rooms plus an associated toilet-ablution facility for women and children.

E. ACTIONS BY CONSULTANT

1. Conduct PRA-style stakeholder consultations informed by cost and technical advice for the purpose of selecting infrastructure scope of work to fulfil PIM Fiji's social objectives.
2. Assist NTC to arrange development of designs, scopes of work, cost estimates for approval by UN Women and subsequent tender and construction.
3. Collaborate with NTC on development of planning principles to guide future investment in market and transport infrastructure.

7.7 Lautoka




A. GENERAL DETAILS			
Prime Contact	Mr Jone Nakuavadra	Position Title	Chief Executive Officer
Municipality	Lautoka City Council (LCC)	Landline / Mobile	666 0433 / 990 8550
Visit Date/s	Fri 12-Oct-12	Email Address	lcc@connect.com.fj
B. IMAGES			
		<p>Image 41 Lautoka market</p> <ul style="list-style-type: none"> [A] 'the triangle' [B] mezzanine floor [C] main market hall [D] arcade [E] commercial investment [F] toilets [G] market extension [H] temporary vendor stalls [J] central bus station 	
			
Image 42 Open-sided kiosk in area [A]		Image 43 Informal vendors under blue glare of tarpaulin	



Image 44 Concreted and tiled water point



Image 45 Toilet toll booth

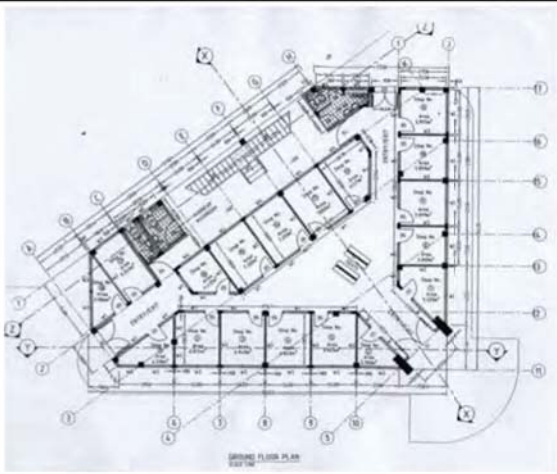


Image 46 Concreted and tiled water point

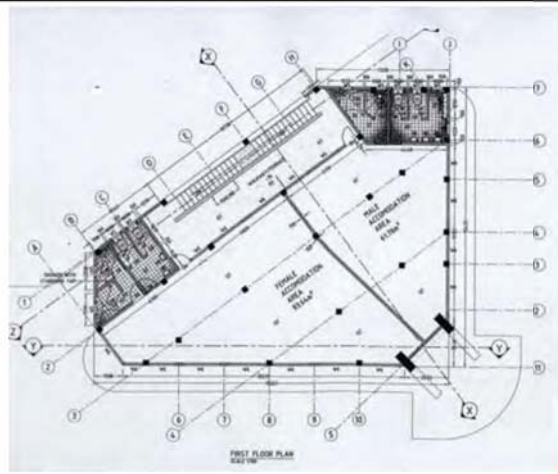


Image 47 Toilet toll booth

C. OBSERVATIONS / COMMENTS

1. LCC has commissioned a design for site transit accommodation combined with handcraft and other shops to be located in the vacant 'triangle' site (see above floor plans). Costs were initially estimated at FJD 200k but FJD 400k is a more realistic estimation.
2. The unutilised 'mezzanine' section [B] has been mentioned as having potential to be integrated with the 'triangle' development by having a bridge link. The difficulties with this proposal are: structural spandrel panel on external wall, lack of head-room, hogged floor, deflection / non-structural floor.
3. Market has not been subjected to flooding.
4. Recent losses of senior engineering staff has reduced LCC's technical capacity.
5. Extended section of market [G] has unsightly bird mesh \approx 3000 above floor.
6. Engaged toilets are have roof-lights and are well lit.
7. Handcrafts section is inadequate and congested.

D. PIM FIJI PROPOSALS

1. Replace a part of the new market hall with a two-storey section with accommodation, change and feeding rooms plus an associated toilet-ablution facility for women and children.

E. ACTIONS BY CONSULTANT

1. Conduct PRA-style stakeholder consultations informed by cost and technical advice for the purpose of validating nominated infrastructure scope of work fulfils PIM Fiji's social objectives.

- | | |
|----|---|
| 2. | Assist LCC to arrange development of designs, scopes of work, cost estimates for approval by UN Women and subsequent tender and construction. |
| 3. | Collaborate with LCC on development of planning principles to guide future investment in market and transport infrastructure. |

7.8 Ba

A. GENERAL DETAILS

Prime Contact	Mr Arun Prasad	Position Title	Special Administrator
Municipality	Ba Town Council (BTC)	Landline / Mobile	667 4277 / 923 5041 / 777 6673
Visit Date/s	Sat 06-Oct-12	Email Address	sabatavua@gmail.com

B. IMAGES



Image 48 Ba Market
 [A] women's *bure*
 [B] toilets
 [C] main hall
 [D] hall requiring benches
 [E] 'grog' shed
 [F] market carpark
 [G] commercial investments
 [H] central bus 33station



Image 49 Partial floor plan of *bure*

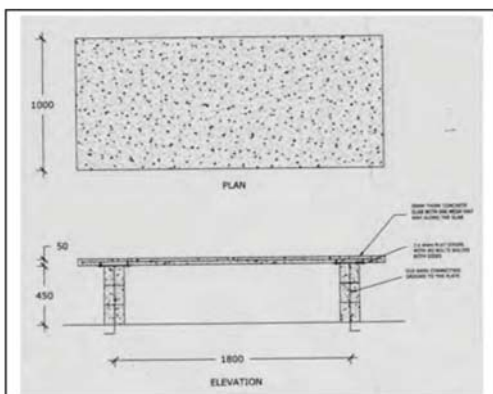


Image 50 BTC's vendor bench details



Image 51 New *bure* women's centre and transit accommodation



Image 52 *Bure* porch for mobile handcraft kiosks



Image 53 Interior to be fitted with flexible partitions



Image 54 One of two detached toilet-ablutions blocks



Image 55 Need for above-grade vendor benches

C. OBSERVATIONS / COMMENTS

1. BTC has already constructed a *bure* for women [A] and community purposes. This well-made building comprises a covered entry canopy, a spacious front porch for handcraft sales; side porches for external circulation; a large kitchen servery and scullery at the rear (no cooking permitted indoors), flanking transit accommodation for women with a free-standing toilet, ablution, laundry at each end. The *bure* design was outsourced to a prominent local architectural firm. The lowest tender was FJD 1.2m. BTC opted to self-construct using in-house resources for an impressive resultant cost of FJD 0.48m. The scope of work included battered stone-pitched perimeter walls around the base of the *bure* for flood protection.
2. The consumption of 'grog' (kava) has been shifted out of the main market area and into a temporary shed [B].
3. BTC has previously invested in rentable shops [C] for larger merchants.
4. The market is subject to flooding from the adjacent creek and marks on the wall of the market office record the high level of inundation on two recent occasions.

D. PIM FIJI PROPOSALS

1. BTC is applying for funds to complete the *bure* by self-procurement and self-installation of flexible internal partitions, mobile / lockable handicraft kiosks and loose furniture, with the value of the investment to date being considered as matching funds.
2. BTC also plans to install permanent raised vendor benches in shed [D] in order to eliminate floor-level vending.

E. ACTIONS BY CONSULTANT

1. Validate best-value scope of procurement and quality of items being nominated for funding under PIM Fiji.
2. Evaluate proposed vendor bench design.
3. Assist BTC to arrange procure and install agreed items to be funded under PIM Fiji
4. Collaborate with NTC on development of planning principles to guide future investment in market and transport infrastructure.

7.9 Tavua

A. GENERAL DETAILS			
Prime Contact	Mr Arun Prasad	Position Title	Special Administrator
Municipality	Ba & Tavua Town Council (TTC)	Landline / Mobile	667 4277 / 923 5041 / 777 6670
Visit Date/s	Sat 06-Oct-12	Email Address	sabatavua@gmail.com
Other Contact	Mr Tulis Ram, Town Clerk (TTC)	Contact Details	999 0080 / ttc@connect.com.fj
B. IMAGES			
		<p>Image 56 Tavua market</p> <ul style="list-style-type: none"> [A] kerbside taxi rank [B] kerbside bus stops [C] market halls [D] 'grog' shed [E] market carpark [F] toilets [G] private carpark 	
<p>Image 57 Bus stops become congest in peak hours.</p>		<p>Image 58 Vendors inside and outside fence.</p>	



Image 59 Market carpark slated for redevelopment.

Image 60 Woman and child in 'grog' shop.

C. OBSERVATIONS / COMMENTS

1. Discussion focussed on proposed excision of area shown in dotted outline for a commercial development with the entire market eventually being relocated to the area of the private carpark [G] and beyond, subject to the agreement of the landowners.
2. No request was made to cater for transit accommodation for out-of-town vendors.
3. Previous roof lights removed in response to break-ins.
4. Severe traffic congestion along main road during peak hour traffic.


D. PIM FIJI PROPOSALS





1. Replace a part of the new market hall with a two-storey section with accommodation, change and feeding rooms plus an associated toilet-ablution facility for women and children.

E. ACTIONS BY CONSULTANT

1. Conduct PRA-style stakeholder consultations informed by cost and technical advice for the purpose of validating nominated infrastructure scope of work fulfils PIM Fiji's social objectives.
2. Assist TTC to arrange development of designs, scopes of work, cost estimates for approval by UN Women and subsequent tender and construction.
3. Collaborate with TTC on development of planning principles to guide future investment in market and transport infrastructure.

7.10 Rakiraki

A. GENERAL DETAILS			
Prime Contact	Ms Seine Rako	Position Title	Special Administrator
Municipality	Rakiraki Town Council (RTC)	Landline / Mobile	–
Visit Date/s	Sat 06-Oct-12	Email Address	SeiniR@govnet.gov.fj
B. IMAGES			
		<p>Image 61 Rakiraki market</p> <ul style="list-style-type: none"> [A] original market hall [B] extensions [C] toilets [D] proposed new hall (current) [E] flood barrier [F] taxi rank [G] public carpark [H] central bus station [X] new women's bure 	
			
Image 62 Carpark in front, market halls in rear		Image 63 Note buckets to catch box gutter leaks	

	
<p>Image 64 New market shed location</p>	<p>Image 65 Composting buckets with small ϕ holes</p>
	
<p>Image 66 Flood mitigated storm water drain</p>	<p>Image 67 Substantially completed women's bure</p>
<p>C. OBSERVATIONS / COMMENTS</p>	
<p>1. Junction between original market hall and end / side extensions rely on box gutters which leak / overflow. Vendors have jury-rigged suspended buckets to catch the over flow (see image 3).</p>	
<p>2. The stone-pitched storm water drain has a gate that can be closed to prevent water from the river backing up into the drain during flooding and the drain being of sufficient size to cope with local run-off.</p>	
<p>3. The new women's bure is not of high-standard construction and the use of ferro-cement external wall lining in lieu of more conventional and proven materials such as weather-board, profiled colorbond or fibre-cement sheeting. Moreover the ground floor area and surrounding bare site needs improvement.</p>	
<p>D. PIM FIJI PROPOSALS</p>	
<p>1. No proposal was made at the time of the field visit.</p>	
<p>E. ACTIONS BY CONSULTANT</p>	
<p>1. Obtain and review details of new market shed and related market upgrade work by Erasito Consultants Ltd – consulting engineers and project managers – from the Special Administrator</p>	
<p>2. Assess the new women's bure complies with the cyclonic requirements of the local building ordinance.</p>	
<p>3. Carry out a functional appraisal of the new women's bure for the purpose of determining improvements that can be made and additional work that could be carried out to benefit women and the community under PIMF.</p>	
<p>4. Assist RTC to implement approved scope of work.</p>	
<p>5. Collaborate with RTC on development of planning principles to guide future investment in market and transport infrastructure.</p>	

END OF REPORT