

## **STANDARD SUMMARY PROJECT FICHE**

### **1. Basic Information**

- 1.1 CRIS Number: **BG2003/004-937.08.05**
- 1.2 Title: Strengthening of the accommodation capacity of the Bulgarian State Agency for Refugees
- 1.3 Sector: Justice and Home Affairs
- 1.4 Location: Bulgaria, Sofia, State Agency for Refugees.

### **2. Objectives**

#### 2.1. Overall objectives:

To strengthen Bulgaria's asylum accommodation capacity and to allow the conduction of the accelerated procedure within the frame of the new legislation and to be in line with the EU acquis in respect of the minimum accommodation standards.

#### 2.2. Project purpose:

The purpose of this project is the building of and equipment for two transit centers for the reception and maintenance of asylum seekers in a reliable system for the handling of illegal immigration in accordance with EU standards and practices. This imply's the realisation of the existing construction plans, policies and practices based on appropriate legislation, the Aquis Communautaire and international standards and the creation of adequate infrastructure in which to discharge these responsibilities and tasks.

#### **2.3. Accession Partnership and NPAA priority**

##### **Short and medium-term Accession Partnership priorities**

Implementation of the migration policy and asylum procedures in accordance with the Acquis of the EU by the building of two new transit centers for asylum seekers to conduct the accelerated procedure.

##### **NPAA**

Building of and equipment for two transit centres for refugees in order to implement the migration policy and in accordance with the Acquis of the EU.

### **3. Description**

#### **3.1 Background and justification:**

The swift and effective handling of asylum seekers and refugees is a key element of EU policy and an integral part of national border management.

From 1 December 2002, Bulgaria will introduce a new Law on Refugees, which seeks to formalise the organisation of the granting of asylum. It establishes a legal procedure for asylum seekers upon arrival in Bulgaria in accordance with the Acquis of the EU and related international instruments.

The construction of the two transit centers is absolutely necessary to strengthen the accommodation capacity of the responsible State Agency for Refugees to be able to conduct the accelerated procedure for the handling of illegal immigration in accordance with EU standards and practices.

In order to achieve this, it is also essential that the Bulgarian State Agency for Refugees, the agency with primary responsibility for these matters, will be properly staffed, trained and adequately resourced for the operation of the new centers.

The Bulgarian Authorities are aware of these factors and their priorities under the NAP 2000 and NPAA reflect the requirements to enhance the accommodation capacity through the building of two refugee transit centers. The feasibility study on the transit centers and the drawings of the approvable construction plans are actually done under BG 0103.06. Therefore this project has to be seen as the follow-up project and the continuation of the actual project work.

This project is aimed at assisting the State Agency for Refugees in its moves to meet the key elements of this programme. The EC Phare Project will provide financial and personal assistance to realize the construction and equipment of the two centers. The assistant will supervise the correct workflow according to the time-schedule and follow the Bulgarian and international standards and regulations.

#### **3.2. Linked activities:**

This project will be the second assistance within the frames of Phare National Programme, particularly targeted at the Bulgarian State Agency for Refugees.

However, it should be noted that Phare assistance has been significant in related areas such as border management and in national legislative reform.

Additionally, it should be noted that the on-going work on the Technical Feasibility Study on the two transit centers was a key pre-investment activity which should now lead into this planned investment. The EC Phare Programme and the Council of Europe have both earmarked funding to support the construction of these facilities.

Finally, the Agency has received advice from EU experts operating under the Phare Horizontal Programme and under bilateral programmes.

### **3.3 Results:**

The concrete results of this project will be:

#### **SUB-PROJECT 1: Construction and installation of stationary equipment of the two transit centers**

Construction and supply with stationary equipment for kitchen, laundry and storage, according to the detailed drawings and plans for two transit centers for the accommodation of 300 asylum seekers each at Busmanci ( close to the Sofia airport ) and in the village of Pastrogor ( close to he Bulgarian - Turkish border crossing point of Capitan Andreevo). For more detailed information see Annexes.

#### **SUB-PROJECT 2: Equipment for the two transit centers**

Equipment for administration, accommodation of asylum seekers, medical and social services according to the detailed drawings and plans for two transit centers for the accommodation of 300 asylum seekers each at Busmanci ( close to the Sofia airport ) and in the village of Pastrogor ( close to he Bulgarian - Turkish border crossing point of Capitan Andreevo). For more detailed information see Annexes.

#### **SUB-PROJECT 3: Supervision**

Supervision and control of work and materials according the to be approved construction and equipment plans and actual legal regulation. One contract with a local company licensed as supervisor according to Bulgarian Territory Arrangement Act.

### **3.4 Activities:**

#### **SUB-PROJECT 1: Construction and installation of stationary equipment of the two transit centers**

Tendering and selection of the construction companies in one tender with two lots.

#### **SUB-PROJECT 2:**

Tendering and selection of the supply company in one tender with one lot.

#### **SUB-PROJECT 3: Supervision**

Tendering and selection of the supervisor with one contract with a local company licensed according to the Bulgarian Territory Arrangement Act.

### **3.5 Lessons learned:**

The ongoing Phare Twinning project gives the State Agency the opportunity to gain experience in the field of development and management of EU funded projects. The number of staff involved in project handling at the State Agency will be increased and trained to professionally handle future projects.

#### 4. Institutional Framework

The principal beneficiary of this project is the Bulgarian Agency for Refugees, which is acting under the responsibility of the Bulgarian Council of Ministers. The Agency has 96 staff members in their registration centers and Sofia-based HQ. The Agency will manage this project, creating a small project management unit within the HQ. The Supervisor of the EU and the CFCU will assist the senior staff of the Agency. The final result of this project should be the construction and equipment of two operational transit centers in the above-mentioned location.

#### 5. Detailed Budget ( First draft; precise figures will be delivered in March.)

	Phare Support					
	Investment Support	Institution Building	Total Phare (=I+IB)	National Cofinancing*	I F I*	TOTAL
Contract 1	3.375.000 €			1.125.000 €		4.500.000 €
Contract 2	300.000 €			100.000 €		400.000 €
Contract 3	75.000 €			25.000 €		100.000 €
Total	3.750.000 €		3.750.000 €	1.250.000 €		5.000.000 €

*\* In cases of co-financing only*

#### 6. Implementation Arrangements

##### 6.1 Implementing agency

The CFCU in Sofia has responsibility for the implementation of this project. The CFCU will work closely together with the beneficiary - the Bulgarian State Agency for Refugees (SAR).

PAO:

Deputy Minister of Finance

Mr. Krasimir Katev

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will ensure full ownership of the project and a management team will be created to handle all aspect of implementation.

The CFCU Sofia will work with the AR to ensure that all tendering procedures follow Phare standard procedure.

## 6.2 Investment Support

This project will be implemented through investment support.

The leader of the team for the investment programme preparation will be:

Mr. Plamen Netzov, Secretary General of the Agency

1618 Sofia, 21 A "Montevideostr."

tel. 00359 2 955 99 05 fax. 00359 2 955 94 76

E-mail [arint@spnet.net](mailto:arint@spnet.net)

## 6.3 Non-standard aspects : NA

## 6.4 Contracts:

1. One investment support contracts with two lots for 4.500.000 EUR (Construction and stationary equipment of transit centers I,II).
2. One investment support contract for 400.000 EUR (Supply with equipment of transit centers I,II )
3. One investment support contracts for 100.000 EUR . (Supervision using PRAG procedures for service contracts)

## 7. Implementation Schedule

7.1 Start of tendering - 1Q/2004

7.2 Start of project activity - 4Q/2004

7.3 Project Completion - 3Q/2005

## 8. Equal Opportunity

The AR, like all Bulgarian state agencies, is an equal-opportunity employer.

## 9. Environment

NA

## 10. Rates of return

NA

## 11. Investment criteria

11.1 Catalytic effect:

This Phare support catalyses a priority accession driven action which would otherwise not have taken place or which would have taken place at a later date because of the financial situation of the State Agency for Refugees.

#### 11.2 Cofinancing

The investment project will be cofinanced with 25% of the total amount by the Bulgarian state. Other cofinancing sources are not available for this State Agency project.

#### 11.3 Additionality:

The Phare grants do not displace other financiers especially not from the private sector or IFIs because there is no interest in financing such non profitable objects in the public sector.

#### 11.4 Project readiness and Size:

The project will be ready for contracting and all necessary technical studies are done under BG 0103.06 at the moment and will be completed long before the project start.

The project complies with the minimum project size requirements as it can be seen by the figures.

#### 11.5 Sustainability:

The investment is sustainable in the long term, i.e. beyond the date of accession. The two transit centers are part of the Bulgarian migration and refugee system and will provide accommodation space for asylum seekers during the accelerated procedure. This system complies with EU norms and standards and is in line with EU sector policy acquis. Bulgaria will have an important EU outer border after the accession and the constantly growing number of asylum seekers is proof for the necessity of this investment in a very long term.

The project has no adverse effects on the environment and is financially sustainable. The future costs for maintaining and operating the centers will be covered by the budget of the Agency for Refugees.

#### 11.6 Compliance with state aids provisions

The investment obviously respects the state aids provisions of the Europe Agreement

#### 11.7 Contribution to National Development Plan

The investment project is not an “Investment Support to Economic and Social Cohesion” project

### **12. Conditionality and sequencing**

- Before signing the FM, the Agency for Refugees will acquire state-owned land, where the centers will be constructed or buildings, which would be transferred into transit centers.
- The Agency for Refugees, with the help of the PAA and the other experts, will finish the technical feasibility study on transit centers and the judicial review latest until the end of April 2003 within the project BG 0103.06.
- The Agency for Refugees will appoint a team of experts able to ensure full and continuous support in the process.

The important milestones of this project will be:

- \* Tendering and selection of the construction companies completed at end of 3Q 2004

## ANNEXES

- Log-frame in standard format
- Detailed implementation chart
- Contracting and disbursement schedule
- Technical feasibility study and tender documentation on two transit centers for refugees in Bulgaria

<b>LOGFRAME PLANNING MATRIX FOR</b>	<i>Project name and number</i>	
<b><i>Strengthening of the accommodation capacity of the Bulgarian Agency for Refugees</i></b>	Contracting period expires: November 2005	Disbursement period expires: November 2006
	Total budget: 5.000.000 M€	Phare budget: 3.750.000 M€

<b>Overall objective</b>	<b>Objectively verifiable indicators</b>	<b>Sources of Verification</b>	
To strengthen Bulgaria's accommodation capacity and to allow the conduction of the accelerated procedure within the frame of the new legislation and to be in line with the EU acquis in respect of the accommodation standards	<ul style="list-style-type: none"> <li>• Construction of two new transit centers</li> <li>• Compliance with EU Aquis on asylum</li> <li>• Compliance with international standards</li> </ul>	<ul style="list-style-type: none"> <li>• Successful construction of two new transit centers</li> <li>• Regular Report</li> <li>• Bulgarian National Authorities and EC</li> </ul>	
<b>Project purpose</b>	<b>Objectively verifiable indicators</b>	<b>Sources of Verification</b>	<b>Assumptions</b>
The purpose of this project is to construct and equip two new transit centers for the accommodation of asylum seekers during the accelerated procedure in a reliable system for the handling of illegal immigration in accordance with EU standards and practices. This implies the realisation of the existing construction plans, policies and practices based on appropriate legislation, the Aquis Communautaire and international standards and the creation of adequate infrastructure in which to discharge these responsibilities and tasks.	<ul style="list-style-type: none"> <li>• Enhancement of accommodation capacity of the Bulgarian Agency for Refugees</li> <li>• Construction of two Refugee Transit Centers</li> <li>• The full and effective functioning of two new transit centers</li> </ul>	<ul style="list-style-type: none"> <li>• Regular Report, Project Reports of Supervisor</li> <li>• Bulgarian National Authorities, Supervisor, EC Delegation in Sofia</li> </ul>	<ul style="list-style-type: none"> <li>• The conducting of construction work and equipment of the new built centers for the accommodation of asylum seekers</li> </ul>



Results	Objectively verifiable indicators	Sources of Verification	Assumptions
<ul style="list-style-type: none"> <li>Two new transit facilities for refugees at the Kapitan Andreevo Crossing Point on the Bulgarian-Turkish Border and at Sofia Airport operational</li> </ul>	<ul style="list-style-type: none"> <li>Two transit centers operational</li> <li>The procurement of equipment</li> </ul>	<ul style="list-style-type: none"> <li>Regular reports of the Supervisor and the reports of the Bulgarian Authorities</li> <li>Regular reports of the Supervisor and the reports of the Bulgarian Authorities</li> <li>Annually, monthly and at the end of each specific mission or task</li> <li>Supervisor, EC Delegation</li> </ul>	<ul style="list-style-type: none"> <li>The full and active participation of the AR</li> <li>A lack of inter-agency co-operation</li> <li>Full Bulgarian assistance in conducting the construction work and development of transit centres</li> <li>Delays in finding appropriate construction companies</li> </ul>
Activities	Means		Assumptions
<p>The activities foreseen under this project include:</p> <p><b>SUB-PROJECT 1:</b> Construction and stationary equipment of the two transit centers</p> <p><b>SUB-PROJECT 2:</b> Supply with equipment for the two transit centers</p> <p><b>SUB-PROJECT 3:</b> Supervision</p>	<ul style="list-style-type: none"> <li>◆ One investment contracts with two lots for construction and purchasing of stationary equipment for the transit centers</li> <li>◆ One investment contract for the purchasing of equipment for the transit centers</li> <li>◆ One contract for the Supervising with a local company licenced according the Bulgarian Territorial Arrangement Act</li> </ul>	<ul style="list-style-type: none"> <li>Regular reports of the Supervisor and the reports of the Bulgarian Authorities</li> <li>Regular reports of the Supervisor and the reports of the Bulgarian Authorities</li> <li>Annually, monthly and at the end of each specific mission or task</li> <li>Supervisor, EC Delegation</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>

**ANNEX II**

**DETAILED IMPLEMENTATION CHART**

	2004												2005												2006											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Start of tendering	x	x	x																																	
Start of project activity									x	x	x																									
Project completion																		x	x	x																
Disbursement period																																			x	

**ANNEX III**

**CONTRACTING AND DISBURSEMENT SCHEDULE**

	31.10.2004	31.01.2005	30.04.2005	31.07.2005	31.10.2005	31.01.2006	31.10.2006
<b>Contract 1</b>							
Contracted	<b>4 500 000 E</b>						
Disbursed	<b>2 000 000 E</b>	<b>450 000 E</b>	<b>450 000 E</b>	<b>450 000 E</b>	<b>350 000 E</b>	<b>600 000 E</b>	<b>200 000 E</b>
<b>Contract 2</b>							
Contracted	<b>300 000 E</b>						
Disbursed	<b>200 000 E</b>			<b>50 000 E</b>			<b>50 000 E</b>
<b>Contract 3</b>							
Contracted	<b>70 000 E</b>					<b>30 000 E</b>	
Disbursed		<b>70 000 E</b>					<b>30 000 E</b>



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ID	Description	Pages
<b>A</b>	<b>ToR of Consultant</b> , attached: <ul style="list-style-type: none"> <li>• Draft Technical Requirement</li> </ul>	6(E) 2(E)+3(B)
<b>B</b>	<b>Administrative Meetings</b> <ul style="list-style-type: none"> <li>• List of participants in meeting / 25.09.02</li> <li>• MM / 27.09.02</li> <li>• MM / 14.10.02 including update of planning</li> </ul>	1(EB) 2 (E) 2 (E)
<b>C</b>	<b>Memorandum of Understanding</b> , including list of tender documentation and preliminary planning	5(E)
<b>D</b>	<b>Letter for Modification of Consultant's Contract</b>	2(E)
<b>E</b>	<b>Technical Meetings</b> <ul style="list-style-type: none"> <li>• MM / 27.09.02</li> <li>• MM / 04.10.02</li> <li>• MM / 15.10.02</li> <li>• MM / 21.10.02</li> </ul>	3(E)+3(B) 2(E)+2(B) 2(E)+2(B) 1(E)+1(B)
<b>F</b>	<b>Input Data</b> <ul style="list-style-type: none"> <li>• Sketch-drawing of ground floor (scale 1:200)</li> <li>• Sketch-drawing of first floor (scale 1:200)</li> <li>• Preliminary list of equipment/furniture</li> <li>• Approval of materials and equipment by SMB</li> <li>• Design visa for Pastrogor / 09.10.02 (scale 1:1000)</li> <li>• Plot plan for Busmanci (scale 1:3000)</li> </ul>	1(E) 1(E) 2(E)+5(B) 14(E) 1(B) 1(B)
<b>G</b>	<b>Consultant's Output</b> <ul style="list-style-type: none"> <li>• Location plans</li> <li>• Cadaster plans (scale 1:1000)</li> <li>• Site plan Pastrogor (scale 1:500)</li> <li>• Site plan Busmanci (scale 1:1000)</li> <li>• Building A – Plan ground floor, plan first floor (scale 1:200)</li> <li>• Building B – Plan ground floor (scale 1:200)</li> <li>• Building B – Plan first floor (scale 1:200)</li> </ul>	2(E) 2(E) 1(EB) 1(EB) 1(EB) 1(EB) 1(EB)

## LIST OF ABBREVIATIONS

CFCU	-Central Finance and Contracts Unit at the Ministry of Finance
AR	- Agency for Refugees - Council of Ministers (Project's Beneficiary)
SMB	- Swedish Migration Board
BAAF	- Bundesamt für die Anerkennung ausländischer Flüchtlinge
EU	- European Union
EC	- European Commission
ECDel	- European Commission Delegation
PRAG	- Practical Guide to Phare, Ispa & Sapard contract procedures
MM	- Minutes of Meetings
ToR	- Terms of Reference
BoQ	- Bill of Quantity
E	- English
B	- Bulgarian

## **1. Project Synopsis**

### **Title:**

Technical feasibility study and tender documentation on two transit centers for refugees

#### **1.1. OVERALL OBJECTIVES :**

To substantially contribute to the strengthening of Bulgaria's accommodation capacity for the asylum seekers, according to the new legislation for refugees in line with EU standard requirements.

#### **1.2. SPECIFIC OBJECTIVES :**

To provide qualified engineering expertise to prepare the relevant study and design along with the tender documentation for building and equipment of the two new transit Centers for Refugees forecast by the Agency for Refugees of Council of Minister of Bulgaria in order to support the migration policy.

#### **1.3. PLANNED ACTIVITIES AND OUTPUTS :**

To study and design two new Centers for Refugees according to EU and national standards.

Prepare drawing and specification for the two complexes along with the internal and external setup and connections with utilities.

Study and design of the equipment to be installed in the buildings and their networks.

Prepare the technical specifications to be implemented during the tender phase and the construction.

Prepare the standard tender documentation and BoQ based on PRAG procedures for open tender for construction's works.

Provide financial evaluation for civil works, equipments and furniture to be provided under the tender along with all the relevant ancillary costs for supervision, training and maintenance.

#### **Project starting date:**

The ToR of Consultant contract indicated the starting date on 1<sup>st</sup> September 2002.

#### **Project duration:**

The duration forecast is 4 months.

## **2. Brief Analysis of the Project's Assignment**

### **PROJECT CONTEXT AND MISSION SUMMARY**

The project is a PHARE twinning project with the support of Sweden and Germany.

For the technical aspects is directly under the responsibility of the Swedish Migration Board with the support of the Bundesamt für die Anerkennung ausländischer Flüchtlinge from Germany.

The Consultant Kampsax is supported by EQE control OOD local Consultant.



**Beneficiary:**

The direct beneficiary is the Agency for Refugees (AR) of the Council of Ministers – Government of Bulgaria.

The AR is the authority implementing the policy related to the refugees and is under the Council of Ministers of the Government of Bulgaria.

The AR is deputed to receive the seeking asylum and follow the procedures for establish their right as refugees providing temporary accommodation and preliminary assistance.

Through the existing transit centers AR ensures food, shelter and preliminary health examination and care to the refugees arriving to the frontier of the country.

The existing facilities are actually represented by one main Center for Refugees established in Sofia, with 500 places and a second center in Banya, with 60 places.

Both constructions originally not forecast for to provide asylum to refugees have been adapted to such scope but actually because of the various and serious degradations should be completely upgraded and rehabilitated.

For the purpose, to better comply with the EU standards in matter of refugees (Convention of Refugees Status 1951 and Protocol of Refugees Status 1967) the Government of Bulgaria decided the construction of two news centers with a capacity of 300 places each, It seems to correspond to the usual needs of an average flow of 30 people/day as per AR analysis and evaluation.

The new constructions shall be near to the access points of the country, mainly the frontier with Turkey for road access and the Airport of Sofia.

Therefore the AR has found plots for the building centers in these two places situated in Sofia near the airport area and near Kapitan Andreevo border cross point (Border with Turkey).

Two plots have already been owned by the AR and the legal procedure of property has been finalized in the first part of the year 2002 and therefore actually the two plots are in full possess of the AR (see Location Plans in annex G).

As understood from the ToR, the objective of the project is to provide a technical feasibility study and preliminary tender documentation for the construction of the two new Centers for Refugees in Bulgaria.

The Central Finance and Contracts Unit (CFCU) of Ministry of Finance is the managing body of this contract.

They are responsible for the contracting and implementing stage of the project and so in respect of the Consultant's assignment they will be involved on the preparation of the tender based on PRAG document and rules.

The inception phase is resulting in the present report to describe a work plan for the whole project as stated in the ToR for preparation and submittal of a technical feasibility study and a tender documentation for the two building centers.

Kampsax received the contract's letter on 16<sup>th</sup> September 2002 (effective starting date) and a briefing was held between the Project Manager of Kampsax, Mr. Lorenzo Martelli and the Team Leader Mr. Piccirilli Romano.

After a close consultation the first mission in Bulgaria was organized starting from 24<sup>th</sup> September 2002 for a forecast 3 weeks permanence in site of the Team leader.

Travel to Bulgaria took place on 24<sup>th</sup> September for the first mission of the Team Leader and the Project Manager of Kampsax.

During the inception mission several official administrative and technical meetings were held (by Mr. Romano Piccirilli the Team Leader of Kampsax, and Ms. Adriana Spassova representative of EQE local Consultant) with the beneficiary AR (represented by Mr. Plamen Netzov – general secretary), with the representatives of the twinning countries concerned by this project (Mr. Leif Schylström for SMB-Sweden and Mr. Wolfgang Steiner for BAAF-Germany), with the CFCU of the Ministry of Finance (represented by Ms. Galia Mihailova – contracting manager).

A briefing was held in the beginning of the mission with the representative of the EU Delegation in Sophia (represented by Mr. Christof Stok – Second Secretary and Mr. Thomas Dedeurwaerdere – Advisor Home Affairs) as the de-briefing before the end of the mission, in order to inform the EU Delegation on the progress of the work and on the project situation and related problems.

Two visits took place to the sites where the centers for refugees are supposed to be built. To Busmanci site of Sofia on 08<sup>th</sup> October and to Pastrogor site on the Turkey border of Kapitan Andreevo on 10<sup>th</sup> October.

In the same time preliminary contacts and formal meetings were done with the local Municipalities and administration authorities (Local Municipality of Busmanci in Sofia and Municipality of Svilengrad for Pastrogor) for general information on the real estate and underground situation of utilities.

25<sup>th</sup> September – administrative meeting with AR and briefing with EU Delegation

27<sup>th</sup> September – technical meeting with AR

27<sup>th</sup> September – administrative meeting with AR and CFCU

04<sup>th</sup> October – technical meeting with AR

08<sup>th</sup> October – site visit to Sofia airport and meeting with AR and Local Municipality

10<sup>th</sup> October – site visit to frontier site at Kapitan Andreevo cross border and meetings with AR, local Municipality and Utilities' Administrations.

11<sup>th</sup> October – de-briefing with EU Delegation and informal meeting with AR

14<sup>th</sup> October – administrative meeting with CFCU and AR

15<sup>th</sup> October – technical meeting with AR

All the minute of meetings approved are attached in annexes B and E along with all the relevant documents.

### **3. ToR's Analysis and Comments**

According to the background presented by the ToR (par.1-alinea 4), the Government of Bulgaria adopted a decree for the construction of two new Centers for Refugees with the aim to fulfill the new regulations in the field of asylum seekers providing temporary accommodation to the flow of refugees specially coming from the border with Turkey.

The AR working with Germany and Sweden in a PHARE Twinning project has provided the land for the forecast new constructions and completed in the first part of the year the legal procedures for the property.

ToR states (par.1-alinea 5) that Swedish Migration Board has the full responsibility of the feasibility study for the new centers.

The assignment description of ToR (par.2-alinea1) states that the Consultant shall prepare a feasibility study including budget estimation and drawings of two identical centers sufficiently to allow EU to provide financial assistance for building works.

Depending from the differences related to the site condition (specifically for the existing and forecast utilities and ground elevations and space), seems evident that the centers, even similar for the internal distribution scheme, cannot be considered identical, neither for technical construction parameters, nor for general layout and infrastructures.

This discrepancy has been highlighted during the discussions with the AR due to its impact on the Consultant's work and following tender phase.

After the feasibility study and the costs estimate, the drawings are required (ToR par.3-alinea 3.2) should show a minimum constructional detail bearing in mind that the Contractor should understand the construction.

Always according to the TOR's (par.3-alinea 3.3 - plans, elevations, sections) and based on the opinion of the Team Leader supported by the local staff regarding rules and standards of Bulgaria, the limited quantity and type of drawings are considered not enough for launching the tender phase in a fair process and protect the interested of the all the counterpart.

Also the frame document mentioned (par.3-alinea 3.5) concerning the technical systems for heating, ventilation, sanitation and electricity can't be considered a typical tender document regardless of the others relevant systems like waste disposal, sewerage, safety and control, kitchen/feeding, laundry/cleaning, do not allow any correct evaluation for the construction purpose.

This limited extent of the design requirements has been discussed with the AR and the representatives of the Twinning project. All the parts agreed on the fact that the design to be prepared shall be conceived and developed with the main scope to be tendered with all the relevant administrative and contractual documents. Therefore, the Consultant in preparing the design shall be aware of the objectives required by the beneficiary in spite of the gaps or inadequacy of the ToR specifications.

In the ToR's it is not mentioned the furniture's, the equipment, the technical requirements and needs and the type of tendering process (Local tender, Fidic... )

However, during the discussions of AR and the consultant, it has been formally requested to give the due consideration to such problems and preparing in close collaboration with the beneficiary and the Twinning project experts the lists of the forecast furniture and equipment to be provided and installed in the two centers including the technical specifications.

In order to operate in the due way the project required an extension of the ToR's assignment.

However, we believe that the problem related to the full equipment of the centers is crucial because the new constructing centers shall be operationally equipped and furnished when completed for to be ready in fulfilling the required conditions of correct reception of the refugees. Therefore it has been agreed that the design will consider the furniture and equipment necessary for the functioning of the two centers with the relevant technical specifications for their inclusion in the tender for works.

The designers from the Consultant, in close collaboration with the AR, shall decide technical requirements as quantity and location.

Based on all above it should be highlighted that:

- From the ToR no clear understanding exist regarding the exact scopes and limits of the assignment, which seems neither a simple feasibility study nor a typical constructional design according to standard tender purpose.
- The ToR's forecast timing of 4 months' project is not rated to a preparation of a feasibility study with further design and tender documentation specifically considering the quantity of plans and drawings necessary for the tender purpose, the problems related to the needed furniture and equipment to be incorporated in the buildings to be studied and detailed and the need of various approvals by the beneficiary mentioned (par. 3.5-second alinea).
- Therefore the situation found in site, mainly considering the difference in the extent of the plots owned, the existing and forecast utilities, the local constraints and the soil characteristics and elevations, is quite different than presented by the ToR and needs a reconsideration concerning both the time for completion of design and the scope of the Consultant activity with the output expected from the beneficiary.

#### **4. Main Problems and Deficiency**

The project is rather complicated from the contractual point of view.

In respect of the situation found in site some clarifications were requested to the AR in order to better qualify the effective limit of the design and its constraints.

The Design Visa, compulsory as per Bulgarian Legislation, has not been requested. Based on the actual information may need a considerable time to be completed.

Without the fulfillment of such condition, the various administrations responsible for the management of the different utilities are not obliged to reply to query or release any data or information on their requirements. It is without saying that this will become compulsory during the construction phase.

The project includes the procurement of furniture and equipment for both centers and this has not been clarified enough in the project fiche based on a raw evaluation of the main components of cost.

One of the main elements omitted is represented by the local ground conditions and geological data that are relevant for any foundation/structure analysis and calculation.

At moment the potential source of financing for the construction of the two centers has been identified in the EU-PHARE budget line and therefore, even without a specific instruction regarding the form of tender, it seems evident according to the CFCU information that tender documentation shall be prepared based on PRAG guideline.

#### **PROBLEMS RAISED**

From the first meeting (25<sup>th</sup> September) held with AR and the representatives of Sweden and Germany the PHARE Twinning project countries it has been clarified that:

- The AR owned the plots and the legal procedure regarding the property is completed and actually no possibility for further extension exist.
- With the collaboration of the SMB expert a layout of the building centers has been prepared and has been discussed and approved by the AR.

These sketches showed a building conceived as 3 different blocks interconnected including all the functions and internal circulations related to the forecast centers functioning. For better understanding the sketch-drawings have been prepared in scale 1:200 showing the settlement studied for each floor (see annex F) with a main building with

4 floors and the 2 other buildings with 2 floors. The internal layout is also decided in detail in close co-operation with the beneficiary for the problems related to the functional setout.

- According to the AR requests these plans, forwarded to the Consultant team during the first meeting, shall be used by the Consultant in preparing and developing the design for the two centers adapting the building to the existing conditions and constraints of the sites. Developing the design, it was agreed upon that an auxiliary building shall be constructed on both sites. In order to eliminate future confusion between the main and auxiliary buildings, new identification was adopted. In the design and tender documentation the Consultant shall use the following identifications of the buildings, comprising the main building:

<b>Sketches Prepared by SMB</b>	<b>Consultant’s Output – Main Building</b>
Building A	Building A
Main Building	Building B
Building B	Building C

Based on the actual situation and the request from the beneficiary to proceed with the design for a tender the Consultant evidently needs clarification for the technical data available for the soil conditions of both sites and for the legal procedures as per Bulgarian legislation and utilities information with the administrative prescriptions.

- The AR is not in position to give geo-technical data and information because no ground investigations have been performed in site nor geo-logical study.
- No administrative procedure has been started before the mission of the Consultant for the request of the legal document for design according to national legislation on the matter (Design Visa).

Based on all above regarding the real situation found it was evident that a reconsideration should be done regarding the progress of the Consultant’s activity and so on request of the Team Leader an administrative meeting is decided in the CFCU – Ministry of Finance with all the parties for an official clarification on the ongoing project prosecution and better qualifying the expected output from the Consultant.

This administrative meeting took place in the CFCU offices on 27<sup>th</sup> September (see minute in Annex B).

The Consultant summerized the actual situation clearly drawing the attention of the parties on the understood needs of the AR to receive a design for the two centers allowing to proceed with a tender for construction after the finalization of the financing procedures.

Bearing in mind all above he suggested the parties to proceed with a clarification submitting a Memorandum of Understanding including:

- the planning of the Consultant works, related to the preparation of design and tender documentation based on the reception of legal design Visa and geological data.
- the detailed list of drawings composing the final design to be used in a tender for construction works and equipment/furniture.
- the forecast documentation for the tender purposes to be prepared based on PRAG.

## **5. Commitments of Beneficiary AR**

The completion of the legal administrative procedure regarding the Design Visa is a compulsory preliminary step is to be performed by the AR in a short time because it affects the official start of the Consultant activity.

The Consultant is also supposed to receive from AR the geo-technical data related to the two sites. It is essential for structural design and calculations.

From the preliminary information received no data seems available for both sites and AR shall organize ground investigations in short time. Considering the limited time forecast for the design preparation and the incoming winter season is eventually difficult to execute the necessary drilling on the site.

In spite of these uncertainties the Team leader will prepare and submit along with the Memorandum of Understanding a Preliminary Planning (see annex C) considering the two main constraints above. Such planning should be considered as a basic document for the Consultant's contract prosecution when it is officially approved by AR and endorsed by CFCU.

Due to the very short time forecast in the Consultant contract, the AR is aware that full co-operation is required in providing the necessary inputs for the designers regarding technical aspects and decisions and such commitment is a basic support in the design preparation.

In order to avoid delay in decision making process, it is required and agreed that AR shall appoint experienced technicians dealing along the duration of the design phase with the administrative procedures to be started with the various administrations for the two sites and supporting the Consultant's designers discussing and deciding expressly on all the technical requirements that shall be taken into account in the centers' design.

A fast procedure is therefore settled with the AR for the technical questions raised during technical meetings and the parties agree that the Consultant's questions or queries shall be presented before the meeting to the AR attention and the experts appointed will answer during the following meeting.

The approval by AR of the relevant Minute of Meeting shall be considered as a formal approval for the decisions agreed.

The above Memorandum of Understanding with the Preliminary Planning (see annex C) has been submitted to the parties on 4<sup>th</sup> October and formally approved by signature on 14<sup>th</sup> October during the following administrative meeting with AR and CFCU.

During the mission even pending the administrative official decision on the submitted Memorandum of Understanding, the Consultant decided not to suspend the activity and therefore various technical meetings (see annex E) have been held with the AR.

The aim was to finalize the various problems related to the technical options to be adopted by the designers' of Consultant in order to better qualify the building to be constructed and the requirements of the equipment and furniture to be provided and installed.

The SMB expert in charge for the technical discussion was present in some of them giving immediate approval to the decisions taken.

During his absence he was however kept informed on all the discussion and decisions agreed by receiving the lists of the arguments discussed and the technical decisions agreed during the meeting.

He is entitled, according to the procedure agreed, to analyze and comment the minute of technical meeting that is to be sent back when approved to the AR and Consultant.

The design is in progress based on the above procedure and technical decisions agreed and the following description shall be considered as a summary of the conceptual scheme adopted by the Consultant in preparing the design.

## **6. Planning of Activities and Conceptual Design**

### **6.1. GENERAL**

The Planning of activities related to the design execution is self-explanatory for the organization of the various parts and components of the design.

The following is a short description of the buildings' requirements and functions actually still in discussion with the AR for some details and components specifically related to the installing equipment and furniture.

### **6.2. ARCHITECTURAL/ENGINEERING CONCEPTUAL DESIGN DESCRIPTION**

#### **6.2.1. Architectural part**

##### **6.2.1.1. General**

The transit centers for refugees will be constructed on two sites – near the village of Busmanci – in the region of Sofia Airport and near the village of Pastrogor – near the Border Control Access Point at Kapitan Andreevo.

The site near Busmanci is bordered to the southwest by a road, to the northwest by a former military compartment and is open in the other directions. The landscape is of typical rural type. The terrain is flat with a passing power transmission line.



**Busmanci Site**

The site near Pastrogor is situated to the east of the road. It is characterized by a 5% slope to the east and a perfect view of the hilly landscape in all directions.



### **Pastrogor Site**

The destined terrains offer enough area for the development of the complexes.

For the site near Pastrogor design visa has been issued by the Municipality and has been agreed upon by some of the authorities, the procedure for agreement continuing. As the permitted at the moment height of the building is 3 floors, while 4 are planned, steps are taken for changing the territory arrangement plan.

For the site near Busmanci the procedure for issuing a design visa is currently under way.

The transit centers are being designed with identical floor planning, where the differences occur because of the characteristics of the particular terrain (leveling).

#### **6.2.1.2. Site planning**

The complexes (see attached site plans in Annex G) consist of:

- Main building (building A, building B and building C), connected by one-storey warm connections. Their function, contents and relative position are in accordance with the functional schemes, received by the AR
- Building for control access point
- Auxiliary building, containing steam shop, garages, storages, etc.
- Parking lot for 16 automobiles and 2 buses.
- Multifunctional sports area
- Open-air relaxation zone, incl. children playing ground

It's envisaged the plots to be fenced by a wall fence. Additional internal fence made of zinc-coated wire mesh separates the area where refugees have no access. Its layout is agreed upon by the AR.

##### **6.2.1.2.1 Transit center for refugees – Pustrogor (frontier of Turkey)**

The main building occupies the central area of the plot, while the parking lot is situated in front of it, immediately after the control access point. The sports area and the recreational zone occupy the eastern part. No more space is available in this plot.

##### **6.2.1.2.2. Transit center for refugees – Busmanci (Sofia)**

The building site is conditioned by the existing power line actually impossible to remove, and is situated most closely to the road. The parking lot is situated in the proximity of the main building.



### 6.2.1.3. Main building

#### 6.2.1.3.1 Building A – two-floors.

- ground floor - laundry, drying and ironing rooms, and storages. Because of the necessity of serious ventilation installations the structural height of the floor is 4.40m.
- second floor - administration offices. Structural height of 2.80m.

#### 6.2.1.3.2 Building B – four-floors. Structural floor height of 2.80m.

- ground floor - divided into two zones, one for the admittance and preliminary processing of the refugees and second for medical treatment. A special room, organized according to the Bulgarian regulations in force, is reserved for disabled people. Leif Schylstrom is committed to give specific requirements on that.

At the entrance and at the exit to the recreational zone ramps for the service of the disabled people are provided, as well as a WC for the admittance zone.

- remaining three floors – residential for refugees. Each floor consists of 17 rooms, each for six people or 106 people per floor. There are three differentiated groups with four toilets and showers each, as well as two shower-baths with four showers each.

#### 6.2.1.3.3. Building C – two-floors. Structural floors height of 4.80m.

- ground floor - dining-room for the refugees with 100 places in three shifts, dining-room for the staff with 36 places in two shifts, the kitchen with the necessary annexes and storages.
- second floor - recreational rooms for the refugees according to the scheme agreed by the AR.

The schemes of building C are currently being designed.

#### 6.2.1.3.4. Materials:

The materials for the interior design of the floors, walls and ceilings, as well as the furnishing and equipment are chosen according to the particular function of the room. They are agreed upon by the AR and are thoroughly described in Annex F.

### 6.2.1.4. Technical indices

#### 6.2.1.4.1 Main building

	Built-up area	Total area	Built-up volume
Building ?	445.2	860.6	3074.3
Building ?	781.4	3036.2	8501.3
Building ?	738.1	1476.2	7085.8

### 6.2.2. Structural Part

#### 6.2.2.1. General Structural Decision.

The complex is divided into 4 blocks with length less than 40m by means of dilatation/seismic joints. The connections between the blocks are also separated by deformation joints.

The buildings are planned to have cast in-situ reinforced concrete structure, consisting of slabs, beams, columns, shear walls and foundations.

#### **6.2.2.2. Slabs and Roof Structure.**

For blocks A and B they are traditional beam slabs. When the distance between the supports is 4.40m to 6.00m the thickness of the slabs shall be between 12 and 20 cm. The beams have unified width of 25 cm, synchronized with the size of the bricks of the surrounding walls.

Flat slabs with 30 cm thickness or waffle slabs with 35-40 cm thickness are planned for block C, because of the requirements for smooth ceiling and the relatively wide spans – 7.80m.

#### **6.2.2.3. Vertical Supporting elements. Seismic Stability.**

The columns are designed with unified cross-section of 25/40 cm and 25/60 cm, and for block C – 40/40 cm.

The seismic stability is secured by vertical diaphragms (shear walls). They have thickness of 20 and 25 cm. They are situated at statically advisable and no-conflict places, e.g. walls of staircases.

#### **6.2.2.4. Foundations for the Site in Busmanci**

The terrain in the region of the construction site is practically plain. The buildings have no basements. That is why the design shall include single foundations under columns, stripe foundations under shear walls and ground beams under the facade walls.

#### **6.2.2.5. Foundations for the Site in Pastrogor**

The terrain in the region of the construction site is sloping. The buildings have no basements. The design includes single foundations under columns, stripe foundations under shear walls and ground beams under the facade walls. For these parts of the ground floors that are under the level of the terrain surrounding basement walls of reinforced concrete are needed. In this case the appropriate waterproofing for the walls and drainage shall be designed.

#### **6.2.2.6. Materials**

Underground, ground and aboveground structure – concrete class C20 according to Bulgarian State Standard with characteristic strength of 20 N/mm<sup>2</sup>. Reinforcements classes A-III with characteristic strength of 410 N/mm<sup>2</sup> and A-I / 240 N/mm<sup>2</sup> / according to Bulgarian State Standard.

### **6.2.3. Part: Technological**

#### **6.2.3.1. General function-technological design**

All the functions, layout and general requirements for the technological areas have been discussed and approved by the AR.

The buildings are differentiated as functional zones and units according to their technological purpose.

The necessary approaches and communications for people, materials and energy are realized.

The service zone with access is designed, also auxiliary building including – steam shop with chimney, storage, parking cells and block “A” including – laundry, storage and administration.

Within the limits of the service routes the necessary depots are situated – solid waste, wrapping, hazardous waste.

Within the limits of block “B” a medical center with insulator is situated.

The kitchen and dining rooms for refugees and staff are situated in separate block.

### **6.2.3.2. Medical center**

It's situated on the ground floor of block "B" with convenient functional connections to the admittance and residential areas.

The necessary rooms for doctor, nurse, manipulation, waiting, laboratory and service are separated.

The waiting patient can give urine through a separate window directly from the waiting room to the service room, which has internal entrance from the waiting room.

An insulator is designed in addition to the diagnostic-treatment area.

The insulator has a direct controlled entrance from the diagnostic area.

The exit of the insulator is direct to external controlled approach for ambulance.

For sleeping there are two multifunctional rooms with separate WC.

Between the two rooms there is separate input-output buffer corridor with enough width that enables the transportation of litters or moving beds to be possible.

The width of the doors and passageways is appropriate for the service of disabled people.

### **6.2.3.3. Laundry room**

It's situated on the first (technological) level of block "A".

There is a separate dirty zone with reception unit and intermediate storage for dirty personal underwear and bed sheets, technological zone for laundry processing and clean zone with drying equipment and returning unit for clean underwear.

Chemical thermo-disinfecting cycle is used for bed linen and very dirty underwear in the industrial laundry facility, including drying room.

For the personal underwear of the refugees, the necessary individual washing-machines and dryers are planned.

The mossy materials (blankets, wrappers, working clothes, etc.) are washed in the industrial laundry in thermo-disinfecting cycle and are written out for drying in the appropriate room.

The thermo-unstable clothes and blankets after the appropriate chemical disinfections are sent for chemical cleaning to external organization.

Each refugee should carry his personal underwear for washing in plastic basket, in which he will receive it later on, according to a schedule.

The clean bed sheets will be received in "Storage for clean and new bed linen", situated on the floor of the residential area.

The necessary storage rooms for washing and disinfecting substances, preparation of solutions, equipment and sanitary rooms are designed in the technological zone of the laundry.

#### **6.2.3.4. Kitchen**

**The kitchen is designed for the complete day feeding of 300 refugees, 60 people staff in two shifts and feeding of the kitchen staff in one shift at noon (evening).**

A dining room with 100 seats (25 tables) for feeding in 3 shifts is designed.

The serving is done by a self-serving line. The portions are in the form of three complete menus, taking into account the national peculiarities, religious canons and personal preferences without individual requests.

10% extra capacity shall be designed for cooking of fast food for the new comers.

For the staff a separate dining room with 36 seats (9 tables) for feeding in 2 shifts is designed.

The serving shall be with waiter preliminary requested menu.

20% fast food is planned for outside visitors and unexpected consumption.

The kitchen staff should use the same dining-room, shifted in time.

As storage base cannot be provided in the basement of the kitchen, because of the high level of underground water, only the storage for daily rations and supply are situated there.

The storage base for weekly and monthly supply is situated in the auxiliary building.

#### **6.2.3.5. Waste disposal**

For waste disposal appropriately situated intermediate depots are designed for solid domestic waste, hazardous wastes, and storage of wrapping and empty glass.

The solid wastes depot is appropriately situated fenced zone, with the possibility of cleaning and storage of wastes in containers, approved by the local municipality waste management.

For the hazardous wastes a covered depot is designed, with restricted access and protected from animals.

The storage for wrapping and empty glass is a semi-opened bordered zone (shelter) according to the requirements of the material to be stored.

The functioning of the system is organizationally connected with the functioning of the whole complex.

#### **6.2.4. Electrical installations**

In the transit center design the following groups of electrical installations are planned:

##### **6.2.4.1. External electrical supply:**

- Conductivity deviation AvV (average voltage) 20?V;
- Mast transformer or transformer set (metal switchboards over foundation 6,00m ? 3,00m on the site);
- Low voltage cable site network– pipe net with concrete shafts – open able;
- Security lighting on the fence;
- Decorative and alley lighting for the children play ground, recreational zone, rockery, etc.;

- External lighting for sports area;
- External lighting for parking lot;
- External lighting, mounted on the buildings facades;
- Control and access point and automatic gate (sliding, with el. operated) and barrier;
- Auxiliary building – steam shop, heating substation, parking lot for 4 cars (power and ground installations);
- Ground installation for oil facility;
- Diesel aggregate and automatic switch on of the reserve power supply.

#### **6.2.4.2. Internal Electrical Installations**

According to the Technical Requirements the following electrical installations are planned:

- Lighting installation for all rooms and buildings in accordance with quality and quantity factors in BSS 1876-84, concerning artificial and natural lighting and EN 12464; controlled by central panel, turning on and off of the lighting of all buildings and corridors;
- Evacuation lighting with a built in AB (accumulator battery);
- Emergency working lighting for some “important” rooms – security, medical insulator, corridors, manipulation room, el. panel, steam shop, oil facility, technical room, etc.;
- Wall-plugs for general needs;
- Main el. switchboard in separated room with a door opening outwards, metal (when emergency switch over 100A, according to fire safety regulation);
- Power cables, powering the sub panels;
- Power (technological) installations – laundry, drying room, kitchen, ventilation installations, refrigerator installations for the storage base (refr. chambers);
- Medical center with special installations – “Enter” and “Occupied” (light) and others;
- Special installations:
  - Panic-button for general alarm (in the control access point and security room);
  - The doors of the emergency stairs will be blocked with panic-locks and will be opened only in emergency, alarm system;
  - Video monitoring for particularly important rooms (general rooms, entrances, waiting rooms, staircases and corridors, parking lots);
  - Local safety alarm system for rooms in the administrative compartment;
  - Security system with magnetic cards for access in the administrative building;
- Phone installation;

- Computer network for the administrative part;
- Fire-alarm installation;
- TV, antenna (for two satellite antenna) installation in the administrative body rooms – “A”, meeting and entertainment room – “B”, and program selection equipment;
- Technical room for computers, server, telephone exchangers, UPS.

## **6.2.5. Water Supply**

### **6.2.5.1. External Water Supply**

**6.2.5.1.1. Pastrogor:** The complex shall be supplied with water from the existing water utility piping located at a distance of 750m from it.

**6.2.5.1.2. Busmanci:** No data. Design visa and agreement by the Water Company are expected to clarify the utilities.

#### **6.2.5.1.3. External Site Water Network**

The site water supply network shall be executed of high-density polyethylene pipes.

For measuring the consumed water a main water-meter, situated in a water-meter shaft, will be mounted where the external water supply enters the site.

The necessary quantity of water shall be provided for external fire-extinguishing installation.

### **6.2.5.2. Internal Water Supply**

Separated public and fire-extinguishing installations are designed.

The public water-supply system is to be made of polyethylene pipes and fittings.

The fire-extinguishing water-supply system is designed of steel pipes in accordance with the fire safety regulations.

The hot water is to be supplied from the heating substation that shall be designed in part heating and ventilation.

#### **6.2.5.2.1. Water quantities – public**

Determined according to the standards for design of WS installations for public buildings.

#### **6.2.5.2.2. Water quantities – fire-extinguishing**

According to the fire safety regulations for administrative building with volume over 5000 m<sup>3</sup> is accepted the simultaneous operation of one internal fire-plug 2”.

## **6.2.6. Sewerage**

### **6.2.6.1. General**

The sewerage installation of the building shall be designed as separated and gravitation type.

The horizontal distributing system shall be situated under the level of the lowest floor.

For the revision of the sewerage the necessary amount of shafts and openings in the layout of the installation shall be designed.

The vertical sewerage branches and the internal piping shall to be made of PVC pipes and fittings.

All branches shall be led out to above the roof for ventilation.

The internal drainpipes are part of a separated rain-drainage system.

### **6.2.6.2. Water quantities – public**

Determined according to art. 158 of the regulations for design of internal drainage installations.

### **6.2.6.3. Rain Water**

According to art. 160 of the same regulations the rainwater quantity per second is determined according to the following formula:

$Q_{rain} = F \cdot q \cdot j \text{ l/s}$  , where:

$F$  = - drained area

$q$  =  $l/s.ha$  - intensity of rain

$j$  = 0,95 - roof drainage factor

### **6.2.7. Heating and Ventilation**

#### **6.2.7.1. General Notes**

In the site shall be implemented the main heating sub-station, including boilers, heat exchangers (for heating and hot water supply), expansion vessels, pumps, controlling and stopping valves, etc.

Main pipework between boiler room and other buildings shall be implemented with insulated black steel pipes, installing in additional concrete channels.

Heating systems in all buildings consist of:

- Vertical risers made from black steel pipes;
- Indoor floor heating systems made of heating boards, steel plate (or iron cast) heating radiators and plastic pipes (polyethylene with aluminum core - PE-Al-X).

#### **6.2.7.2. Building A**

Ground floor - Including laundry, drying and ironing rooms. Shall be implemented supply-exhaust ventilation system, according technological design and Bulgarian regulations. For this level shall be implemented also heating system.

Second floor - Administrative area - heating installation shall be designed. For computer room (or room with concentration of the electrical supply as UPS, copiers, etc.) shall be executed local air-conditioning system (split system or analog Direct Expansion system).

### **6.2.7.3. Building B**

Ground floor-preliminary processing of refugees and medical treatment. In this level shall be implemented only heating installation.

Second, third and fourth floors - residential floors. Including only heating system.

### **6.2.7.4. Building C**

Ground floor - dinning rooms (one of refugees, one of staff), kitchen with necessary annexes and stores. For dinning rooms shall be implemented supply-exhaust ventilation systems, according Bulgarian Regulations. For kitchens and its annexes and stores shall be implemented the supply-exhaust ventilation systems, according technology design and Bulgarian Regulations. Heating shall be designed for these rooms as well.

Second floor - recreational rooms for refugees. Shall be implemented the heating installation.

All installations shall be designed according Bulgarian regulations, technology and architectural design drawings.

## **6.2.8. Part: Geodesy**

### **6.2.8.1. Pastrogor Site**

The topographic survey of the building plot and contiguous terrain are prepared. It was drawn up in scale 1: 500 through digitalisation of the situation, committed by TePrO Ltd., Haskovo. Digitalization is done with precise Summagraphics Microgrid III digitizer and programme MKAD – programme for cadastre of populated areas. The binding to the coordinate system 1970 is done by affine transformation of corner points coordinates in 87010 property of village Pastrogor land - parcel accounted for centre of refugees. Prepared topographic survey affects all terrain and situational details of the site.

The general plan of the site is designed using the topographic basis. It contents buildings A, B and C, auxiliary building, control access point, parking lot, playground etc. as well as transport links between them.

### **6.2.8.2. Busmanci Site**

Geodetic activities are done for creating a digital model of the site, designed for refugee centre. Within the limits of the object two supporting points are stabilized. From this points all terrain and situational details are done. The places of the drill-holes and geophysical points are done too. This activity is done with SOKIA Set 6 total station. The calculation of supporting and detailed points coordinates is accomplished by programme package for geodetic computations - GEO.

## **6.2.9. Environmental Impact Assessment**

In conformity with Bulgarian Environmental Act no EIA study is required for this type of project. The procedure required by the regulations in force shall be followed by AR – Design Visa has to be agreed upon by the Regional Environmental Department. The Beneficiary has already applied for agreement to the Haskovo Regional Environmental Department for agreement of the design visa. The authority shall issue a statement concerning EIA of Pastrogor site. The same procedure shall be followed for Busmanci in Sofia upon the issue of the Design Visa.

## **7. Urgent Actions and Conclusions**

In the Consultant's opinion the following actions are crucial for the timely execution of the project and therefore deserve particular attention and action from all the parties involved:

1. The inception phase been strictly depending from the performance of the administrative procedure for the design visa, the AR is aware that the delay or inefficiency in providing the designers of the named legal



document will be reflected in the design execution because the various elements and data needed for the complete and efficient design preparation specifically related to the utilities.

The full support of the AR in that respect has been several times affirmed by the representative of the beneficiary involved in the follow-up of the different procedure and administrative steps as per the Bulgarian legislation.

It is understood that the progress in this phase will be reflected in the design preparation and submission.

2. The inception phase is also depending from the geo-technical study and data to be provided by AR.

In that respect the AR has already agreed to execute the requested ground investigations through a qualified local laboratory of geology and the relevant cost will be covered by a funds reallocation decided in close collaboration with the twinning partners.

The right action is started and the AR decided to formalize a new contract with Kampsax in order to execute the necessary (as per Bulgarian legislation) ground tests and study.

During the mission the Consultant bearing in mind the urgency of the study, after consultation of the Laboratory of the University – Engineering Faculty of Sofia receive an offer for a minimum quantity and quality of tests that has been agreed as technically enough for to confirm the designers in their calculations and the Consultant immediately signed a contract for the execution of the study actually in progress.

The relevant results and reports for the tender purposes are expected in two months time.

The design development and the project implementation been based on the requirements of the beneficiary, the AR is committed to ensure full and continuous support to such process in appointing an expert team able to discuss the technical requirements for the design along the project timing.

It has been officially confirmed that the design is to be prepared technically with the aim to be tendered according a procedure of local open tender based on PRAG.

The CFCU after consultation with the competent EU services and Delegation Representatives shall specify the documentation of reference that is supposed to be as specified in the attachment of the Memorandum of Understanding.

Once the EU within a Financing Memorandum has granted the approval, the CFCU should confirm the standard tender procedure to be used by the Consultant before the finalization of the tender dossier.

The design and relevant tender document, excepted requested modification, will be conceived as a Plant and Design-Build contract.

Among the various reasons for this preference it has been evaluated and accepted as important by the Contracting Authority the fact that the Contractor will bear the responsibility of the detailed design (except for the geological uncertainty). Also of main interest is the insurance that only one contractor is responsible for the full equipment and installation in the centers' complex as well as for the furniture to be included and procured under this project for their satisfactory functioning.

In addition to the above is not un-relevant for the Contracting Authority the saving in time and costs related to the named standard procedure.

All above considered and based on the Preliminary Planning attached to the agreed Memorandum of Understanding, the Consultant has been invited by the CFCU to formalize the actual situation by submitting a specific letter for modification of Contract.

The letter as been prepared considering the timing agreed (see annex D with attached Updated Planning showing the inception phase extended from 1<sup>st</sup> September to 31<sup>st</sup> November and completion time forecast on 30<sup>th</sup> April 2003 including period for comments and approvals) and of the constraints found which have created a delay in the Consultant contract execution.

It should be highlighted that the situation of the Design Visa and the other necessary formalities for the utilities were not performed by the AR during the mission and so the forecast timing for the above administrative steps is still uncertain and submitted to further check after the completion of the procedures.

However even taking in due consideration the risks related to such situation the Consultant has formally submitted the above letter.

The formal approval of the time extension of the Inception phase should be agreed by AR that is committed in fulfilling the above procedure and after approval by the CFCU should be forwarded to the EU Delegation for endorsement.