Regional Infrastructure Program, 2001–2005

A USAID Initiative in South East Europe

Strengthening of the Infrastructure Monitoring System

Albania
December 2002

Booz | Allen | Hamilton

04.029.03

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1. Executive Summary

The Government of Albania and USAID acknowledged the need to improve infrastructure project monitoring and evaluation and the necessity to improve the information exchange between government agencies contractors, supervisors, and the donor community.

Under the, Regional Infrastructure Program (RIP) - Albania, Activity A-12, aimed to strengthen the Infrastructure Monitoring System (IMS) for the Transport and Water sectors. The main goal of this activity was to try to help the offices handling the monitoring of infrastructure projects, to provide accurate and timely information regarding the status of projects under their responsibility.

The infrastructure considered by RIP was water and transport. In Albania, these sectors are handled by the ministries of Territorial Adjustment and Tourism (MTA&T) and Transport and Telecommunications (MTT) respectively. The Ministry of Economy (ME) is in charge of the coordination of these two ministries with the donor community. Under a previous assistance, UNDP financed the creation and implementation of monitoring units, called Project Coordination Units (PCO) at several ministries, including MTA&T and MTT. One of the main objectives of the PCOs was to keep track of the projects handled by each ministry. To accomplish their task, the UNDP assistance provided training, computer equipment and developed a specialized software package to track the projects.

By the time RIP got involved in Albania, the UNDP assistance has just finished. Then Activity A-12 built upon the work just finished by continuing with the training, improving the software developed and the project data collection. The main improvements made to the software were the ability to query the database beyond what was originally designed to do and made it compatible with word processing and spreadsheet software. Since RIP was intended to follow up only infrastructure projects, an Infrastructure Monitoring Unit (IMU) was created at the ME to coordinate the MTA&T and MTT monitoring units.

Originally, because the reports generated by the monitoring units at each PCO were too general and untimely, they were not considered too useful at the decision making level. To address this issue a quarterly Executive Report for each on going transport and water sector project was developed. This report was intended to summarize in one page project information regarding contract data (signing, duration, and value), disbursement in a semester basis, a brief description of the project including basic data, issues and recommendation covering the reporting period and a series of percentage indicators. These indicators show in percentage, the aggregate amount of work executed, the amount of money spent and the time used. Additional projects details are presented in a second page.

The task of collecting information became a challenge. To facilitate the task it was decided to utilize Microsoft Project 2000 (MS-Project). The added value of using this tool is that help to strengthen the project management skills of the user. Since the MS-Project software was not widely known, a manual and several training sessions were developed and implemented. These training sessions were given to government officials, contractors and supervisors.

Even though the use of MS-Project facilitated the data collection, it did not resolve the problem of obtaining reliable and timely information. The two ministries involved helped by issuing

directives, but still it was very difficult and time consuming to obtain the needed information. The problem is that this type of data gathering has not been institutionalized and the users were afraid that irregularities would be exposed and used against them.

The Executive Report format was well received by many users and endorsed by the MTT, the MTA&T, as well as by personnel from the Prime Minister's Office. The Report summarizes key project data required to objectively measure time, funds used, and performance and make the user aware of critical issues and recommended actions for improvement.

Presently the administration of projects is handled manually and not in a very efficient manner. A test-pilot Document Management System was developed and installed at the MTT to help the ministry staff have a more efficient tool to handle documents to facilitate their everyday tasks of filing/retrieving information from their archives and to prepare routine reports

Even though a great deal was accomplished and decision makers were made aware of the need to have accurate and timely information, much remains to be done. The main task for the government to do, it will be to institutionalize the project monitoring function by designating the staff (no more than two people by ministry are required), to undertake the monitoring task. Another important initiative to be taken by the government is to include in the supervision and works contract a clause requiring the presentation of monthly electronic reports with the data required by the Executive Reports. For future technical assistance the government should require the development of a simplified software capable of generating the Executive Reports and of being easily modifiable. Also, the software should be installed on an electronic network so eventually the Executive Report could be loaded and viewed on real time by all users. In terms of quality and once the reports are routinely prepared, the users should be trained on how to monitor and evaluate the substance of the information contained in the reports. This function is important to ensure that resources are being used for the purposes originally appropriated.

Activity A-12 was completed in November 2002, and this Final Report was prepared in December 2002.

2. Introduction

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Even though the use of MS-Project facilitated the data collection, it did not resolve the problem of obtaining reliable and timely information. The two ministries involved helped by issuing directives, but still it was very difficult and time consuming to obtain the needed information.

The problem is that this type of data gathering has not been institutionalized and the users were afraid that irregularities would be exposed and used against them.

The Executive Report format was well received by many users and endorsed by the MTT, the MTA&T, as well as by personnel from the Prime Minister's Office. The Report summarizes key project data required to objectively measure time, funds used, performance and be aware of critical issues and recommended actions for improvement.

The assistance provided under A-12 consisted of the establishment of the IMU, the strengthening of the PCOs, the development of the Quarterly Executive Reports, several training activities and the development of a sample document management system for the MTT. This Final Report is organized in the order the assistance was provided.

Chapter 3 provides an overview of the goals and objectives envisioned under the activity.

Chapter 4 describes the activities carried out in terms of the strengthening provided to the IMU, the support provided to the IMS, the development the Executive Reports, the training activities carried out and the development of the Document Management System.

Chapter 5 contains conclusions and recommendations. Also there are five appendixes providing details about the IMU Guidebook, the training carried out, the IMU software and the Document Management System.

3. Project Goals and Objectives

The Project goal for this activity was to achieve an effective cooperation between the ME, the MTT, and the MTA&T, and their respective project management and implementation units, as well as contractors and supervisors of road infrastructure projects to report on the status of their infrastructure projects.

The main objective under this activity was the development of a functional, sustainable and simplified information system for high-level decision-makers regarding the status of infrastructure projects in terms of results, schedule, and cost.

The main tasks carried out under this activity included the support to the IMS. The development and introduction of a document management system. The production of infrastructure executive reports for roads, railway, ports, and water projects. The organization of a workshop to improve the monitoring capacity for water projects; and general support with training courses.

The activity included full operation of the IMU program, data collection from Project Implementation Unit, Project Management Unit, contractors and supervisors and the preparation of executive reports for high-level officials.

4. Activities Carried out

4.1 ASSISTANCE TO THE PROJECT COORDINATION OFFICES

The objective of this task was to assist the Government of Albania (GoA) with the establishment of an operational infrastructure monitoring system to keep senior executives informed on the current status of infrastructure projects, in terms of their results, schedule, issues and budget status.

The focus of A-12 was to assist the PCOs at the MTT, MTA&T, and ME in their efforts to monitor and evaluate government and donor funded transport and water infrastructure projects. To accomplish their assignments, it was important that the PCO was capable to prepare executive reports and periodically present them to higher officials to inform on the status of their infrastructure projects in a reliable and timely manner.

To reach the activity objective, RIP supported the PCOs at the MTT, MTA&T and IMU at the ME with the preparation of an IMU Guidebook (see Appendix I), which provides information on infrastructure project monitoring, evaluation and reporting. This guidebook documents the history of the IMU, starting with the first program named FORAID 2000 up to the recent program called IMU. The guidebook spells out the PCO objectives, functions, duties and responsibilities, and the job description for its staff. The new elements, reflecting the software improvements, are introduced in the guidebook. As well a “how to” element that allow users to enter the project monitoring information into IMU.

In addition, to the day-to-day contacts with the PCOs staff, RIP developed good relations with the information suppliers such as, PMU, PIU, infrastructure projects contractors and supervisors.

4.2 STRENGTHENING THE INFRASTRUCTURE MONITORING UNIT

The Government of Albania is supporting the establishment and strengthening of the Infrastructure Monitoring Unit (IMU), to provide key information to top-level policy makers to enable and facilitate the speedy, efficient implementation of infrastructure projects in Albania. IMU works within the current framework of the Project Coordination Offices (PCO) at the (MTA&T), (MTT), and the Monitoring and Evaluation Department (MED) at the (ME).

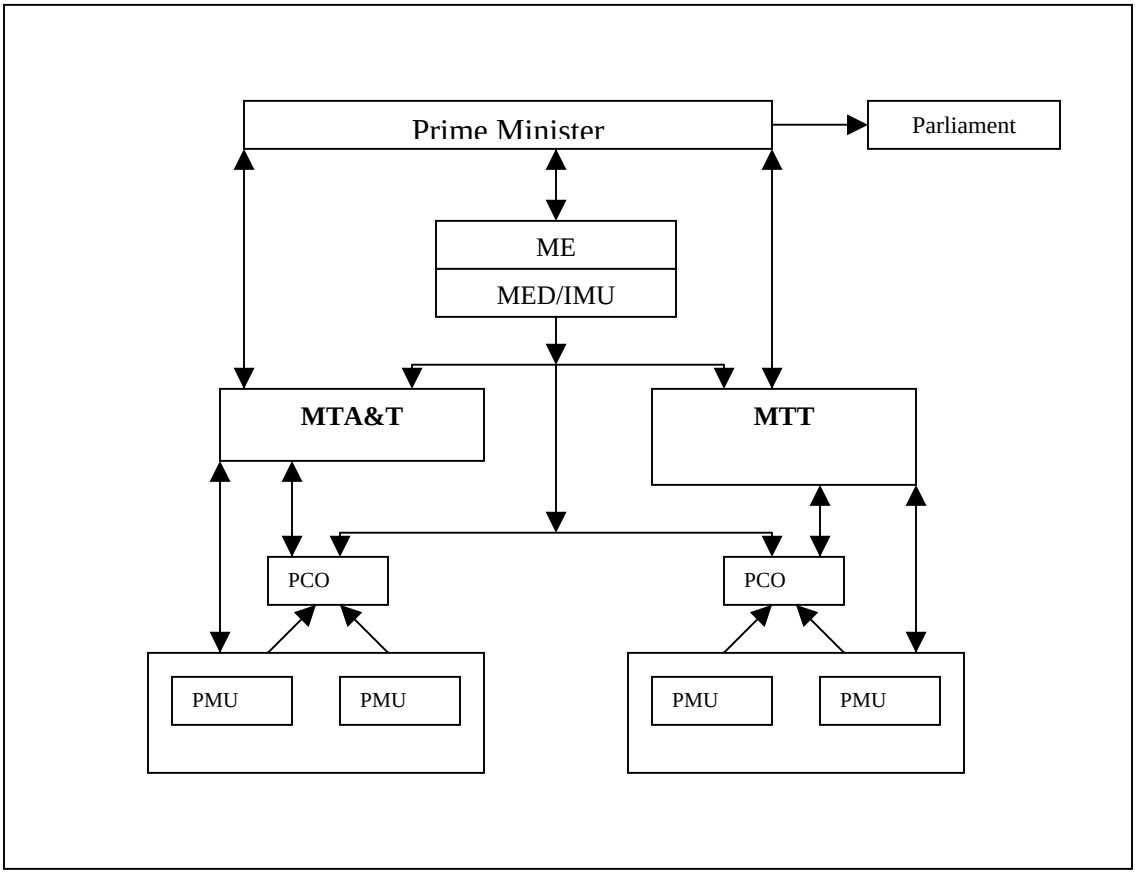
The GoA supported the establishment and strengthening of the Infrastructure Monitoring Unit (IMU), that was envisioned to provide key information to top-level decision makers to enable and facilitate the efficient implementation of infrastructure projects in Albania. The IMU works within the current framework of the PCOs at the MTA&T, MTT, and the Monitoring and Evaluation Department (MED) at the ME.

The goal of IMU is to help improve the timeliness, effectiveness and efficiency with which infrastructure services are delivered. Improving the delivery of infrastructure services will help to promote economic growth and create new jobs. The objective of the IMU is to create the

means to use and enhance current project reporting and improve the current databases in the MTT and MTA&T.

In the initial phases, the IMU has been focused on developing the information management system to provide timely and useful information for top-level decision makers. Later, it is expected to focus on developing the capacity of the IMU to assess the information and provide recommendations to decision makers on how to speed up the implementation and the quality of infrastructure projects.

Placing the IMU in the ME fitted in well with the current system and served to enhance it rather than to create duplication or redundancy. Its location is illustrated in Figure 1.



Booz Allen Hamilton, 2003

Figure 1: IMU Organization

To facilitate the data gathering, RIP decided to use Microsoft Project 2000, an off-the-shelf software package. Since many of the users were not familiar with this Microsoft product, a simplified training module along with a manual was developed. The training was offered to staff from the PCO at the MTT, MTA&T, and ME offices, as well as to staff from other government offices and to contractors and consultants. Some of this training material is shown in the Appendix II.

4.3 DEVELOPMENT OF A SIMPLIFIED DOCUMENT MANAGEMENT

To help manage documents related to the administration of infrastructure projects in road, railway, port, and aviation sectors at the MTT, a simplified Document Management System (DMS) was created. Within the General Directorate of Programming and Monitoring in MTT, the specialist responsible for monitoring the programs always had problems with the management of the written documents. Until now the management of the document has been done manually which is not very efficient and causes undesirable delays. The electronic management of the documents will facilitate the work of the users and the exchange of information inside and outside of the MTT.

RIP assisted with the preparation of the DMS, which aims to provide the electronic login, preservation, research and preparation of different reports. The speed and the easy of use of the software will help with the management of the infrastructure documents. At any time, by entering one of the attributes of the document, the specialist can find the documents easily. The specialist can also register all the documents that are necessary for the everyday work, can see the content of the document and based on the data entered the program can generate different reports.

The software was prepared directly in Albanian and provides clear and complete message for different situations that the user can face. RIP in collaboration with the local programmer prepared the “DMS Manual” to help the user with the operation of the software.

4.4 PREPARATION OF EXECUTIVE REPORTS

Experience in implementing infrastructure investment projects in Albania, whether locally or externally financed, has revealed serious deficiencies in project management. Infrastructure projects have been hampered by a lack of effective project management and reliable and timely information. The existing infrastructure information system consists of traditional monthly reports. Since these reports are too detailed and voluminous, they are rarely read or consulted by decision-makers. In recognition of the need to improve infrastructure project management, RlP developed an Infrastructure Executive Reporting System. The system objective is to provide brief, accurate and timely information for decision makers so that in a very short time they can see how each project is performing and can take either corrective or preventive measures.

The Executive Report for each project is produced in collaboration with the PCO at the MTT, MTA&T, and the IMU at the ME. Based on the reporting system, each PCO has to produce a report related to their respective sector and the IMU at the ME has to combine them.

The main issue encountered during the production of these reports has been the obtaining of reliable and timely information. Even though the information was available, the institutional mechanisms to obtain it are not clearly established. Most of the people producing the information, in principle showed a willingness to co-operate, but there was a sustained reluctance to make it available. Despite the amount and quality of information collected, still there is a vacuum identified in the process of information flow in particular for some of the road projects. This has caused either lack of information, or delays in providing the required information.

The challenges and difficulties faced with the data collection, induced the MTT to prepared instructions addressed to project supervisors and contractors ordering them to provide information for infrastructure projects under their responsibility. As a result, and with the efforts from RIP, more sources of information were identified and additional contacts were established.

The information collected from contractors, supervisors and PCOs was used to prepare the Third Quarter Executive Report, which included the period from July to September 2002 (see Appendix IV). This quarterly report contains better and more reliable information than the previous quarter, the information is organized by Ministry and by sector within each ministry. Within each sector the information provided is project status like studies, supervision, new construction, reconstruction, rehabilitation, emergency for roads; for the railway; supervision, technical assistance and rehabilitation for the port; and for water projects. For each on going project, the executive report presents basic information related to the contract such as, dates for contract signing, number of days to complete the work, date of starting and completion of the project, date of handing over and defect liability when applicable. Appropriate information on budget and disbursement status includes domestic budget, foreign budget, and foreign budget versus disbursements by semesters. The executive report provides the opportunity to briefly present project objectives, project description and main technical components and critical issues and recommended solutions. Finally, the report present performance indicators, this indicators are expressed in percentage and provide an indication of the work accomplished to date, the financial resources used and the time spent.

4.5 ORGANIZATION OF WORKSHOP TO IMPROVE THE MONITORING CAPACITY OF WATER PROJECTS

To improve the monitoring capacity at the ministry level a workshop-seminar to disseminate the results of a technical inspection-audit of water related projects in Albania was held on April 8, 2002.

The United Nations Development Program (UNDP) and the MTA&T co-sponsored the event. RIP assisted with the organization of the workshop. The Ministers of Economy and Territorial Adjustment and Tourism ministries attended this event. Around 90 participants attended from water enterprises, members of the PCO, from the ME, MTT, MTA&T, plus, donors and consultants.

After presentations from the keynote speakers, the event was followed by group discussions on three main topics, project preparation, project implementation and project monitoring. The participants discussed the main topics and the issues related to such topics. Then shared their findings and recommendations with the entire group attending the workshop. This plenary presentation generated a lively exchange of ideas between the participants. The format used (proposed by RIP) has not been used before, but was well received by the participants. Some of the recommendations discussed are presented in the Conclusions and Recommendations (Chapter 5).

The main results of the workshop were the initiation of a dialog between the government and the enterprises regarding water related projects, and the development of an action plan to take care of the main issues identified.

4.6 TRAINING IN PROJECT MANAGEMENT

To improve the skills of the infrastructure sector staff to manage and monitor their projects, RIP organized several “Microsoft Project 2000” training courses. These training courses provided the basic knowledge on MS Project 2000 for PCO, contractors and supervisors staff. Overall 31 participants were trained in Tirana, Lezha and Qafe Thane (see Appendix II for details of participant’s list)

The training was focused on the four steps of the Training Process; how to Prepare a Project with MS Project; how to Fine-Tune Project Details; how to Present the Project’s Information; and how to Track Progress Against the Plan. Detailed program of Training courses is provided in Appendix II.

RIP prepared in English and Albanian a Microsoft Project 2000 User’s Manual. The manual was provided to each participant. The manual was extracted from the “Step by Step” Microsoft Office Application. The manual is presented in Appendix II.

The training was organized into two parts. During the first part, the participants were welcomed and introduced to the role of RIP and Booz Allen Hamilton in the Balkans and with more details in Albania. Then an example on how to prepare a project with MS Project, was presented.

During the second part, a real example related to the participant's work activities was developed. During this second session, participants had plenty of opportunities to apply what they have learned in the first part.

The participants were very satisfied with the training received and praised the practical approach utilized as well as the individual attention they received to answer their questions and clarify issues.

5. Conclusions and Recommendations

The conclusions and recommendations are provided in the same order as the activities were carried out.

5.1 ASSISTANCE TO THE PROJECT COORDINATION OFFICES

The following are conclusions and recommendations derived from the assistance provided to the PCOs.

Conclusions

Lack of well-defined channels for the flow of information.
There is a lack of institutionalized mechanisms to gather, analyze and distribute information
To accomplish their assignments, it is important that PCO have an executive reporting system, which can provide consistently and timely project status for senior levels of the ministry.

Recommendations

The information flow presented in the IMU Guidebook should be considered and applied.
Considering the IMU Guidebook instructions and based on the proposed solutions provided by all infrastructure projects partners, an official Memorandum of Understanding for cooperation of all parties involved should be prepared.
The executive report prepared by RIP should be considered as the basic document for reporting to high-level officials.

5.2 STRENGTHENING THE INFRASTRUCTURE MONITORING UNIT

The following conclusions and recommendations are related to the strengthening of IMS through improving the IMU.

Conclusions

There is an evident need to support the Infrastructure Monitoring System that monitors actual infrastructure project progress. Top-level decision makers are receiving little, if any, accurate, timely information on the status of these projects.
Lack of a more proactive attitude of PIU and PMU in MTT and MTA&T.
The IMU is being tested and needs further improvements based on the user's suggestions.

Recommendations:
In order to present reliable and timely information to the decision makers, the Infrastructure Monitoring Unit Information System was conceived. This system needs further improvements, which can be based on the lessons learned during its implementation.
PIU and PMU should be persuade to actively participate in the IMU Program implementation.
Further efforts are required from the IT specialist and consultants to ensure that the system produces quality information in a timely manner. Follow-up will be necessary for the purposes of fine-tuning the system and offering further training to the users.

5.3 DOCUMENT MANAGEMENT SYSTEM

Conclusions and recommendations on the Document Management System are presented in the following:

Conclusions

The DMS Program aims to register, save and search documentation and compilation of various reports in an electronic form. It is needed to facilitate the work of its users and to exchange information within and outside the institution.

Recommendations

Further improvements in the program should be based on the users request, depending on the new information they might require to present.

5.4 PREPARATION OF EXECUTIVE REPORTS

During the Preparation of Executive Reports for the on going Infrastructure Projects the following conclusions and recommendations came out.

Conclusions
The issue of information delay has been critical for road and water sector projects.
There is a lack of coordination among information providers and processors.
PCO staff lacks the skills to conduct on site monitoring, and identify critical issues.

Recommendations
A more formal system of information flow should be established. This requires to establish fixed reporting dates from projects to PCO and appointing responsible people to inform on project's progress periodically.
A meeting with all parties involved should be organized under the responsibility of MTT authorities for transport projects and MTA&T authorities for water projects. High-level officials from both ministries should be informed on some of the offices/individual unwillingness to cooperate regarding with providing information.
Training on direct on site monitoring for transport and water projects is required to strengthen the role of PCO in reliable and timely information collection.

5.5 WATER WORKSHOP

Conclusions and recommendations presented during the Workshop to Improve the Monitoring Capacity of Water Projects were prepared during the group discussions. Following are such conclusions and recommendations.

First Work Group - Project Preparation

Conclusions
Delayed start of the projects has resulted in discrepancies between the project scope and the reality
Water enterprises cannot undertake a proactive role in project management and implementation due to procedures of various donors (failure of a project in Vlora is a typical example).
Projects should not be divided according to the available funds. They must foresee the entire completion of the investment.
Failure to assign the assets belonging to the water and sewerage enterprise in Fier has thwarted the efficiency of the World Bank-funded project there.

Recommendations
Project approval procedures need to be accelerated.
Water enterprises should be involved more in project management. Participation of local government during project design and implementation is crucial.
In the future, funds should be focused on funding joint projects including water supply and sewer.
The Government of Albania must take a decision as soon as possible on the issue of assets division between the enterprises of water and electricity supply in Fier.

Second Group - Project Implementation

Conclusions
Take over of facilities (involvement of enterprises).
Special assistance for the contract (involvement of the enterprise and local government).
Changes in the designs without asking before, the opinion of the relevant enterprise (Saranda).
Financial deficiencies to complete the project (due to exchange rate fluctuations in Kavaje).

Recommendations
Provide funds from the domestic budget in the due amount and time.
Involve the enterprises and the Local Government in the contract.
Request donors to provide additional funds for other services under the same project (i.e. development of an internal network after completion of the external network).

Third Group - Project Monitoring

Conclusions
Expropriations have not been carried out.
Illegal connections.
Due to the delays in customs clearance by the Albanian partners, Euro 200,000 has to be paid
There is a legislation gap.
Documentation (agreements, contracts, etc.) are not in Albanian.
Funding is not channeled through one single Ministry.
There is no appropriate law on urban planning and bylaws on the approval and taking over of constructions and facilities.
There is a lack of knowledge in preparing and monitoring consultant's implementation of the Terms of Reference.

Recommendations
Improvement of expropriation procedures.
Institutional actions against illegal connections need to be undertaken.
Albanian partners, must clear in due time any customs taxes and other obligations.
The legal framework of the Law No. 34 “On Taking Over Constructions and Facilities”, need to be completed with bylaws and regulations.
Documents must be in Albanian and they must have equal legal effect.
Funds must be channeled through the line Ministry.
Approve the law on urban planning as well as relevant bylaws on the approval and taking over of constructions and facilities.
All parties must have a good knowledge of the terms of reference and comply with them.

5.6 TRAINING IN PROJECT MANAGEMENT

Conclusions
Participants responded on their evaluations that their goals were totally fulfilled; they acquired new knowledge and found the MS Project 2000 as an indispensable tool for their work.

Recommendations
Continue with such training courses in the future.

Regional Infrastructure Program, 2001–2005

A USAID Initiative in South East Europe

Strengthening of the Infrastructure Monitoring System

Report Appendices
Albania
December 2002

Booz | Allen | Hamilton

04.029.03

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RIP - ALBANIA

Balkans Regional Infrastructure Program for Water and Transport

Strengthening of the Infrastructure Monitoring System

APPENDICES

December 2002

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Appendix I

IMU Guidebook

Procedures Guidebook for Infrastructure Monitoring Unit

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Balkans Regional Infrastructure Program for Water and Transport

PROCEDURES GUIDEBOOK FOR THE INFRASTRUCTURE MONITORING UNIT

December 2002

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ACRONYMS

CFCU	**CENTRAL FINANCE AND CONTRACTING UNIT**
GOA	**GOA**
IMU	**INFRASTRUCTURE MONITORING UNIT**
IMS	**INFRASTRUCTURE MONITORING SYSTEM**
M&E	**MONITORING AND EVALUATION**
MED	**MONITORING AND EVALUATION DEPARTMENT**
ME	**MINISTRY OF ECONOMY**
MTT	**MINISTRY OF TRANSPORT AND TELECOMMUNICATION**
MF	**MINISTRY OF FINANCE**
MTA&T	**MINISTRY OF TERRITORIAL ADJUSTMENT AND TOURISM**
PCO	**PROJECT COORDINATION OFFICE**
PMU	**PROGRAM MANAGEMENT UNIT**
PIU	**PROJECT IMPLEMENTATION UNIT**

1 INTRODUCTION

The GoA is supporting the establishment and strengthening of the IMU to provide key information to top-level policy makers to enable and facilitate the speedy, efficient implementation of infrastructure projects in Albania. IMU will work within the current framework of the PCOs at the MTA&T, the MTT, and the MED at the ME.

The goal of IMU 2002 is to help improve the timeliness, effectiveness and efficiency with which infrastructure services are delivered to the citizens of Albania. The objective of the IMU is to provide top-level policy makers with useful and timely information to help speed up project implementation. The initial output of the IMU is the Prime Minister's Portfolio Summary Report.

This Procedures Guidebook explains the institutional framework of IMU, and the day-to-day operations of the PCOs and the MED/ME. IMU builds on the work to date in creating project coordinating offices (PCOs) in the line ministries to work in cooperation with the ME. In essence, the activities of IMU will address the main opportunities to enhance the current reporting, and M&E systems at the MTT, MTAT, and the ME, especially in the areas of information provided to top level policy makers; project's overview portfolio to policy makers, and identify actions to speed up project implementation.

2 PROJECT MONITORING, EVALUATION, AND REPORTING IN ALBANIA

2.1 Role of Monitoring, evaluation, and Reporting in Infrastructure Projects

M&E and reporting is a fundamental part of the control and evaluation process for infrastructure and other projects. M&E and reporting involves the collection, processing, and presentation of data and information that is used to measure progress compared to an up-to-date baseline plan; identification of factors or reasons that cause delays, and provision of assistance in the preparation of new projects by addressing any particular set of problems that may be common factors in slowing implementation of infrastructure projects and thus delaying the realization of the benefits that they provide.

Having an up-to-date baseline plan is a critical aspect of the M&E and reporting process. Such a plan provides the basis to make more informed decisions on plans and schedules. There is a related need to identify clear (i.e. quantifiable and verifiable) indicators of achievement for each technical assistance project prior to its start; otherwise professional M&E and evaluation is difficult if not impossible. Resources for such project M&E and reporting are therefore a key part of the project's budget. The GoA and ME will work with the donor community to ensure that project M&E and reporting are an integral part of project design and implementation.

2.2 Efforts on Monitoring and Evaluation, and Reporting before the FORAID 2000 Project

The GoA, with assistance from the UNDP, began in 1999 to develop FORAID 2000. Before the FORAID Project 2000, the main weakness of the M&E and reporting system was the division of foreign aid management responsibilities among the different line ministries and the lack of co-ordination within the ministries. Different PIUs, all linked to one or several donors, reported on an ad hoc basis to the line Minister. There was no overview of ongoing projects, or their quality of performance, from a single source. This fragmented system did not allow a consolidate overview of project implementation or progress.

An integral part of this old system was a database on foreign aid programs, developed in 1992 at the national level in Albania. The responsibility for the maintenance of this database, called "External Aid by Sectors –Grant Funds", rested with the ME. This database was regularly up-dated with the help of ME experts who (in most cases) collected and received up-to-date information directly from concerned donor agencies. Until the start of the FORAID Project, the line ministries have not been involved in this process, which was one of the main weaknesses of M&E and reporting efforts, and more generally, of the foreign aid management in Albania.

The "External Aid by Sectors- Grand Funds" database included only the following information:

- Name and number of projects according to the Albanian Public Investment Program (PIP)
- Type of financing (grant, soft or commercial loan)

- Status of financing (programmed, committed), but not precise data on disbursements

- Category of financing, that is financial contributions for (i) the state budget's balance of payments, development; (ii) development projects; (iii) technical assistance projects; (iv) humanitarian aid; (v) food aid; and (vi) commodity aid

- Donor agency or agencies committing funds

- Sector and sub-sector of foreign aid projects.

The database did not include comparative data on commitments and disbursements or any definition of M&E indicators to help assess project performance on a regular basis. The financial information, because it did not include separate recordings of financial commitments and disbursements, did not permit any form of early warning of potential problems or basic M&E of project performance. This omission precluded the regular comparison of actual commitments and disbursements with planned commitments and disbursements, which is one of the basic tools used to monitor project progress.

2.3 The FORAID 2000 Project

FORAID 2000 project was created as a broader approach to M&E, reporting and foreign assistance management, to overcome some of the limitations of its earlier M&E and reporting system.

2.3.1 Objectives of FORAID 2000

The FORAID project attempted to address, in a comprehensive way, the following problems and issues:

- The necessity to enhance the dialogue between line ministries and all donor agencies, to better understand the international project cycle and improve their cooperation during the entire project life;

- Limited skills in negotiating with donors project prerequisites and conditions in a timely and efficiently manner to obtain rapid disbursements of funds;

- Weak coordination and management of the programs and projects at the sectorial level and Ministries

- The absence of a national M&E system on project portfolio, keeping track of the situation of individual projects and facilitating management intervention on negative conditions and risk factors affecting their implementation;

- The lack of an adequate functional relation and coordination among structures responsible of the foreign aid within Ministries as well as of the ME with these structures;

- The absence of a regulatory framework that would institutionalise cooperation, exchange of information and the reporting at different levels.

At the end of the project, it was anticipated that a system would be established to monitor and evaluate projects and programs (foreign and domestic financing.) This program would be headed and coordinated by the Department of Monitoring at the ME.

It was also expected that program coordination offices (PCOs) in line ministries would be established and operate according to a specific mandate for aid coordination and project cycle management. Their objective was to establish an integrated information system on foreign aid at the ministry level.

The PCO offices would be in a position to:

- Comply with ME's M&E procedure in order to allow for timely adjustments of ongoing projects and to incorporate implementation experience into the development of new projects;

- Prepare periodical reports on the implementation status of the sectorial projects and programs;

- Work for the establishment of a system within the ministry which would provide at the sectorial level coordination for well structured projects / programs to be submitted for funding;

- Ensure proper coordination between ministerial departments and executing agencies, on one side, and foreign donors' agencies on the other, for the efficient implementation of sector projects, in compliance with national laws and regulations and in line with donors' technical and financial requirements.

2.3.2 Activities of FORAID 2000

Under the FORAID 2000 PCOs were established within the line Ministries. A Memorandum of Understanding (MoU) was initially developed between the ME and the line ministries involved in the Project. The MoU proposed the creation of the PCOs, their functions, and positions within the line ministries, and their reporting obligations vis-à-vis the ME.

Project M&E and reporting are core responsibilities of PCOs. The PCOs operate as separate offices within Ministries, with their own staff, usually consisting of one Director and one or two specialists.

To perform this function, PCO staff collects data and information from individual PIUs) and Program Management Units (PMUs). Some donor agencies, both multilateral (EU/PHARE and World Bank) and bilateral (such as Italy) are already providing assistance to ministries in managing their own funded projects. This assistance takes the form PMU or PIU, which are staffed with local staff assisted by foreign advisors. (In practice, the work of PCOs has been, and

often remains, challenging, in view of the reluctance of some units to provide information and their doubts regarding ownership of the data. In other cases, the PCOs have no access to project or program related data due to its non-availability in the line ministries.)

PCOs prepare simple, standardised M&E reports and submit them to the M&E Department (MED) in the ME. MED collects and processes data on the implementation of the projects financed by foreign donors in Albania. This information is used to prepare and monitor the Public Investment Program and to provide information to decision-makers on project's implementation, the disbursement level of funds, the main problems with, and measures to improve, project implementation.

2.4 The IMU Project

The FORAID 2000 database has played an important role in improving project M&E and reporting, as well as in enhancing donor coordination. The IMU database will build on the structure and progress realized under the FORAID project. In essence, the activities of the IMU will address the main opportunities to enhance the current information systems in the PCOs at the MTT, and MTA&T, especially in the areas of:

- The nature and timing of information provided to top level policy makers
- Providing a portfolio overview of projects to policy makers
- Identifying actions needed to speed up implementation

The IMU program, in addition to FORAID 2000, provides the following information:

1. Project Data Collection Sheet is modified through additional field of information on:
   - Stability Pact Projects.
   - Classification of Stability Pact Projects;.
   - Information on projects at preparation phase.
   - Foreign disbursements according to project activities.
   - Project Objectives
   - Project Description
   - Projects' activities

2. The Object Fiche is modified by adding:
   - Costs of each project component
   - Currency
   - If the project is contracted or not

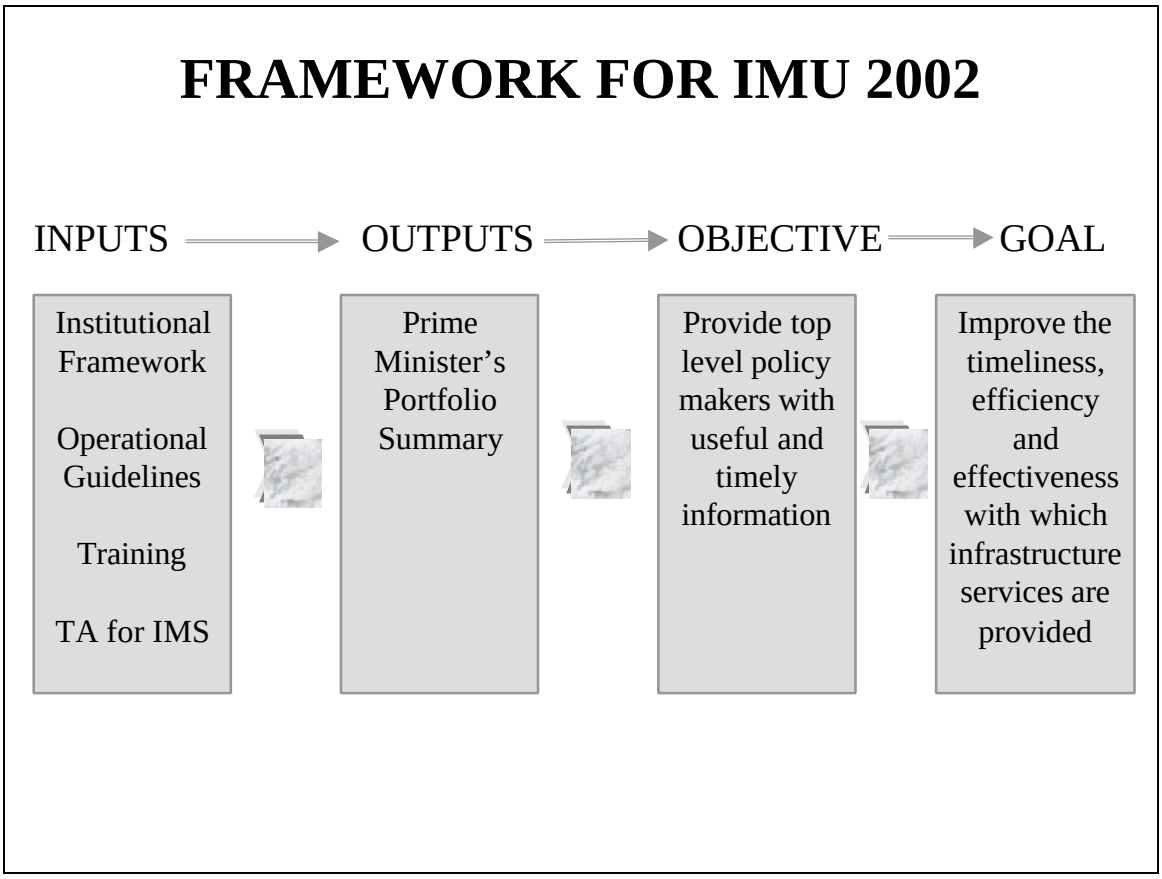
3. Additional reports, which include:
   - Prime Minister's Portfolio Fiche
   - Project's Monitoring and Evaluation Summary Report.
   - Report of Projects by donors.
   - Report of Projects by status
   - Report on Stability Pact Projects

4. Some additional improvements include:
   - List of Projects by donors

- List of Projects by Implementation Status
- Information provided in two languages; Albanian and English
- *"On Line Help"*, where instruction on IMU will be provided.

2.4.1 IMU: Goals, objectives, inputs, and outputs

The concept and purpose of IMU can be understood through the following framework, consisting of goal, objectives, inputs, and outputs in Figure 1:



Booz Allen Hamilton, 2003

FIGURE 1

The *goal* of IMU is to help to improve the timeliness, effectiveness and efficiency with which infrastructure services are delivered to the citizens of Albania. Improving the delivery of infrastructure services will help to promote economic growth and create new jobs.

The *objective* of IMU is to create the means to use and enhance current project reporting relationships, and draw on and develop the current databases in the MTT and MAT&T, to provide top-level policy makers with useful and timely information to help speed up project implementation.

The main *outputs* of IMU is the Prime Minister's Portfolio Summary Report, and the Project Monitoring and Evaluation Summary Report.

The *inputs* for IMU include:

- The present operations Guidebook, including the institutional framework and job descriptions for key individuals in the system, which is build on the current system of PCOs coordination between the MTT, MTA&T, and the ME.

- Training on how IMU, and the IMS will work. Training will be focused on the key staff of the PCOs in the MTT, MTA&T, and M&E Department in the ME.

- Technical assistance to further develops the IMS.

2.4.2 Location and Structure of the IMU

A key issue is where IMU will be located. As indicated previously, the M&E Department in the ME was designated in the Memorandum of Understanding between the ME and the PCOs in the line ministries, to be the focal point for coordination on donor assistance and M&E. Therefore, IMU will be located in the ME.

The IMU will have two main functions, as indicate in Figure 2.

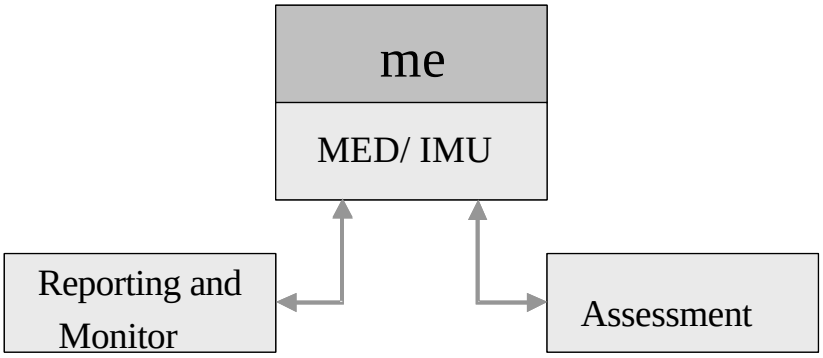


FIGURE 2: IMU'S FUNCTIONS

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At the initial phases, the IMU will focus on developing the IMS that will lie at the heart of the goal of providing timely and useful information for top-level policy makers. Later it will focus on developing the capacity of the IMU to assess such information and provide recommendations to policy makers on how to speed up the implementation of infrastructure projects.
Placing IMU in the ME will fit in well with the current system, and serve to enhance it rather than create duplication or redundancy, as Figure 3 illustrates:

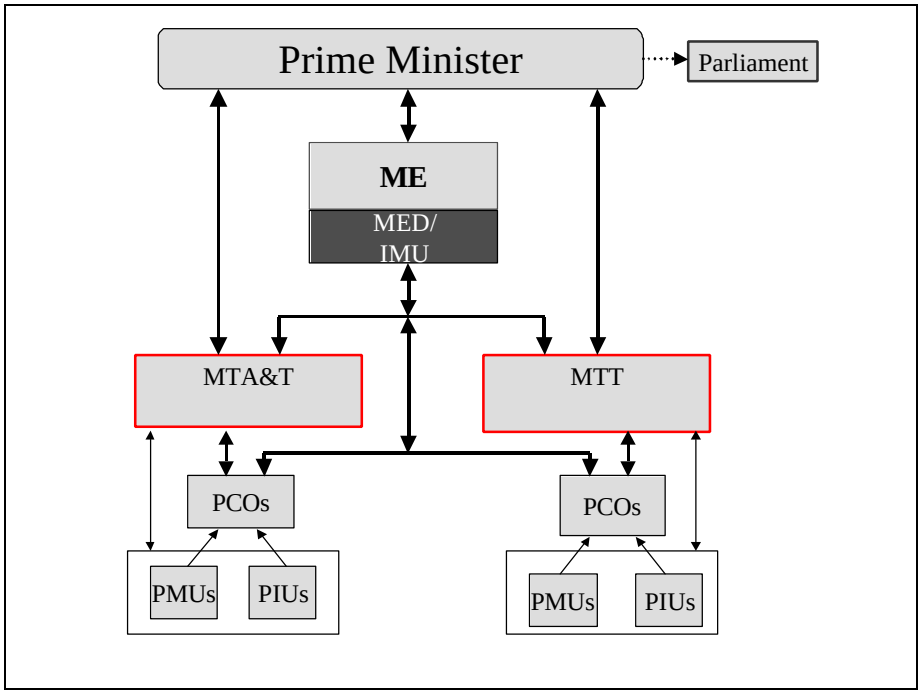


FIGURE 3: IMU'S ORGANIZATION

2.4.3 IMU: Job Descriptions and Functions

Staffing for the IMU will draw on individuals who are currently working in the PCOs and the ME. These positions include an IMU Manager, and IMU Specialist, two Directors of Program Coordinating Office, two Infrastructure M&E Specialists, and an Information Management Specialist. The following job descriptions serve to make more precise some of the tasks that were already envisioned in the current scopes of work of those involved in the PCOs and the MED in the ME.

2.4.3.1 IMU Manager

The IMU manager will be the head of MED/ME. The main tasks of the IMU Manager will include:

- Coordinate with the other members of IMU to determine the form, content, and timing of the Prime Minister's Portfolio Summary report and other reports generated by the IMU.
- Interface with the Prime Minister's Office and others as appropriate to determine new needs for top-level information from the IMU.
- In coordination with the IMU, IMS specialist, determine protocols for the exchange of data between the IMU and the line ministries.
- Oversee and manage training for key staff of IMU, especially in the use of the IMS
- Manage the IMU specialist

2.4.3.2 IMU Specialist

The main tasks of the IMU specialist will include:

- Support the objectives of IMU, and the IMU manager, on a day-to-day basis.
- Ensure timely transmission of information from the PCOs.
- Provide for ongoing communication and contact with members of the PCOs.
- Work with IMS specialist to determine modifications to the IMU based on directions from IMS manager and requests from the Prime Minister's Office

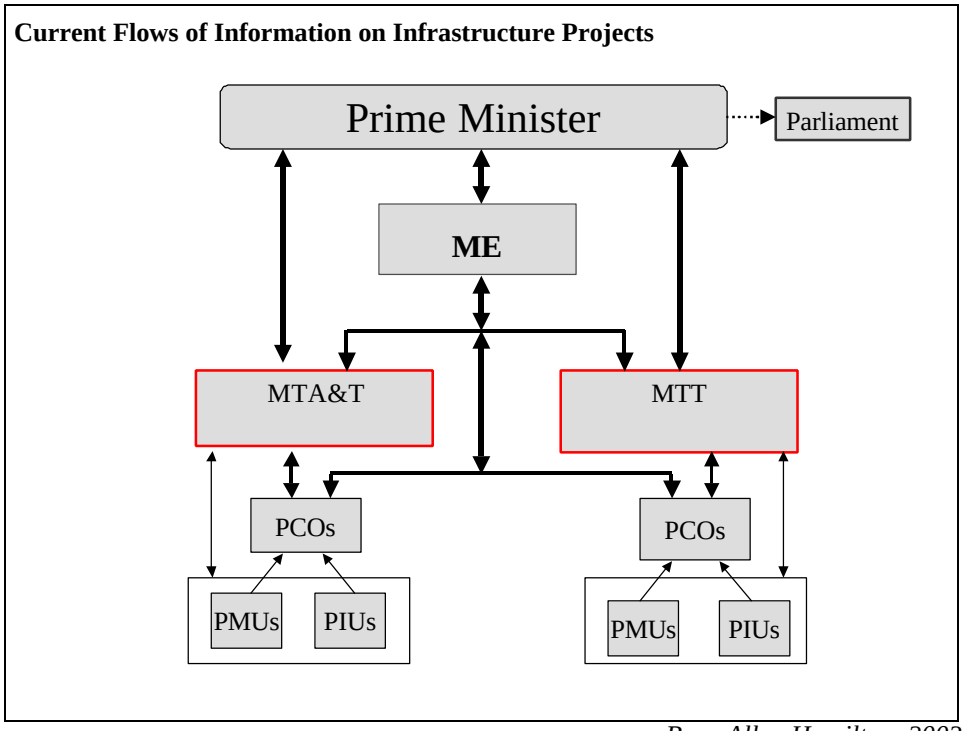
2.4.3.3 IMU Information Management Specialist

The main tasks of the information management specialist include:

- In consultation with other members of IMU, identify additional information requirements for the FORAID 2000 database to develop IMU.
- Develop data entry forms and report prototypes for a Prime Minister's Portfolio Summary
- Report, and a Project M&E Summary Report.
- With other members of IMU, demonstrate report prototypes to stakeholders from the Prime Minister's Office and ministries, solicit feedback, and incorporate any changes into the database or reports.
- Manage migration of data and rollout of revised system.
- Install the IMU database system within the ME.
- Establish data exchange between ME and line ministries.
- Develop system documentation and user instruction materials.
- Conduct training workshops and demonstrations for system users and executive-level policymakers.
- Provide on-going technical support to the IMU.
- Provide other technical inputs as may be required.

2.4.4 Activities of IMU

The IMU will work within the current institutional and information systems in place in the MTA&T, the MTT, their PCOs, and the ME. The current system of information flows for M&E infrastructure projects can be summarized in Figure 4:



Booz Allen Hamilton, 2003

FIGURE 4: IMU'S ACTIVITIES

As the previous section of this Guidebook has indicated, the PMUs and the PIU are the basic sources and providers of information on the infrastructure projects in the MTA&T and MTT. This information is then passed on to the PCOs in the two Ministries, and entered in the FORAID 2000 database, a platform that runs on Access. The PCO are recent structures created in 2000 in the MTA&T and the MTT to improve information flows and donor coordination. The PCOs then pass this information on to the ME, in addition to their own ministries.

The PCOs, as the previous section has described, are designed to act as the first point of contact and guidance on identification, formulation, M&E and appraisal of projects. The services provided by the PCOs address the challenges faced by earlier M&E and reporting efforts, where all project cycle related activities were undertaken by separate donor or project-related management units within the different line Ministries, which performed independently from each other. This fragmented system limited the proper overviews of the status of projects and donor coordination. The creation of the PCOs has helped to overcome these weaknesses and build up institutional capacities in the line Ministries.

The FORAID 2000 database is expanded and enhanced to provide additional reports. This will be done by adding new fields, tables, queries and reports to create an enhanced database, called IMU.

The IMU database is prepared to include information and outputs that the FORAID 2000 database currently does not. For example, the FORAID 2000 database records and provides information on contractors rather than on the projects themselves or their component activities. IMU keeps track on disbursements by activity. IMU includes fields to identify projects that are a

part of the Stability Pact, and their classification. It allows identifying problems in project implementation, and the actions that are required to resolve such problems.

3 THE PROJECT COORDINATION UNITS AT THE MINISTRY OF TRANSPORT AND TELECOMMUNICATION AND THE MINISTRY OF TERRITORIAL ADJUSTMENT AND TOURISM

The role of the PCOs in the MTT, and the MTA&T, has been specified in a Memorandum of Understanding between the two ministries and ME[1]. This section presents internal guidelines for the objectives, and activities of the PCOs in their respective ministries, and scopes of work for the staff of the PCOs.

3.1 The PCO at the MTT and MTA&T

3.1.1 The objectives

- To establish within the framework of the ministry, a system that would guarantee well-structured programs and projects that will be submitted for funding to the ME, the Ministry of Finance (MF), and donor organizations.

- to ensure respective coordination of the ministry's departments with the executive agencies on one hand and donor agencies on the other, for the efficient implementation of sector-related projects, according to the country's legislation, and regulations as well as donor's financial and technical requirements.

- To prepare in cooperation with the ME procedures of monitoring and evaluation, in order to ensure timely project improvements, and increase capabilities for future projects preparation and implementation.

3.1.2 Duties and responsibilities

The PCO tracks all activities related to the project cycle, such as identification, formulation, and M&E. It collects, analyses, and divulgates the information related to project implementation. PCO as well acts as a contact point for ME and donor agencies.

Specific functions of PCO include: Development programs, Monitoring and Evaluation.

DEVELOPMENT PROGRAMS:

- Coordinate efforts for the preparation of the Public Investment Program (PIP)
- Assist technical departments and executive agencies with the identification and formulation of new projects.
- Assess project proposals that will be submitted to the ME, the MF and donor agencies.

MONITORING AND EVALUATION:

- Set up and maintain an information management system for projects through which information can be conveniently found at any time.
- Execute a standard monitoring procedure for the ongoing projects that are co-funded by donor agencies.

1 FIVE ADDITIONAL MINISTRIES WERE COVERED BY THIS MOU.

- Analyze impediments and problems to project's implementation and provide advice on necessary adjustments and improvements to be made at the project level.
- Assess projects in order to evaluate their results and achievements and disseminate findings, conclusions and lessons learned.

In support of the above tasks, the PCO will:

- Prepare, in cooperation with other Ministry's departments, the triennial and/or quadrennial Public Investment Program for transport development (which is then included in the overall Public Investment Program that is approved by the Council of Ministers).
- Ensure and maintain collaboration with other governmental agencies (the ME, the MF, other Ministries, etc.) that have a relation with projects' proposal, appraisal and approval. Together with the Legal Department, it will be in charge of following the procedures for legal endorsement of projects (by the Council of Ministers if the project is a donation, and by the Parliament when the project is a grant or a credit).
- Assist respective departments and project's management/implementation units and executing agencies in new projects identification and formulation; project's proposals assessment to be submitted to competent organs.
- Coordinates the foreign aid, in the MTT and other structures under its responsibility. This coordination is realized through the direct connection with PIUs and PMUs, and other implementing agencies, as well as through the cooperation with ME, MF, and donors.
- Prepares in cooperation with the ME procedures of monitoring and evaluation, in order to ensure timely project improvements, and increase capabilities for future projects preparation and implementation.
- Analyses problems faced during project's implementation, and determines solutions for necessary improvements
- Prepares general project's evaluation, and provides final results.
- Follows the activity of all project's management/implementation units under the responsibility of MTT, financed by donors.

3.1.3 PCO Staff Duties and Responsibilities

The PCO Director

- Organize, leads, and is responsible for the overall office activity.
- In cooperation with other departments at the ministry, follows and proceeds with the preparation of economic documents of the transport sector projects, as Public Investment Program (PIP), preparation of documents for submission based on international formats and standards.
- Ensures respective coordination of departments of the MTT with the executing agencies on one hand and donor agencies on the other hand, for the efficient implementation of sector-related projects, according to the country's legislation and regulations as well as donors' financial and technical requirements.
- Ensures and maintains collaboration with other governmental agencies (ME, MF, other ministries) that are involved with project's proposal, appraisal and approval. Together

with the Legal Department, it will be in charge of following the procedures for legal endorsements of projects (by the Council of Ministers if the project is a donation, and by the Parliament when the project is a grant or a credit).

- Tracks the activity of the project management/implementation units, for the projects in the transport sector.
- Tracks the field activity of different projects in the transport sector in order to obtain complete information on their implementation and a wide range of opinions and recommendations on projects.
- Develops annual and monthly work plans for the Unit and submit them for approval to the Minister.
- Follows and implements within deadlines all tasks as assigned by the Minister.

The PCO Specialist

The main tasks of the PCO specialist located in MTT, are:

- Collects and arrange project documents, as well as monthly and quarterly reports by obtaining complete information on the implementation of projects.
- Establish and constantly update, in cooperation with the ME, a database of aid programs as well as prepare reports and periodic information on the performance of projects funded by foreign agencies.
- Establish, improve and constantly update, in cooperation with the ME, a computerized database for Project Monitoring, for projects in the transport sector.

3.2 The PCO at the Ministry of Territorial Adjustment and Tourism

3.2.1 Objectives

- The PCO at the MTA&T provides an accurate picture with real indicators on the status of projects that are implemented through the Ministry structures.

- Establishes within the framework of the ministry, a system that would guarantee well-structured programs and projects that will be submitted for funding to the ME, the MF, and donor organizations.

- Ensures respective coordination of the ministry's departments with the executive agencies on one hand and donor agencies on the other, for the efficient implementation of sector-related projects, according to the country's legislation, and regulations as well as donor's financial and technical requirements.

- Formulate monitoring and evaluation procedures in order to allow timely improvements for on going projects, and to increase its capability for future project's development and implementation.

3.2.2 Duties and responsibilities

The PCO within the MTA&T deals as well with project's coordination, tracking all activities related to the project cycle,. Specific functions include: Development programs, Aid Administration, Monitoring and Evaluation.

DEVELOPMENT PROGRAMS:

- Design sectorial programs and policies in compliance with the overall economic program of the Government.
- Determine all financial demands of sectors as well as the current and capital resources needed for implementation of the ministry program.
- Assist technical departments and executive agencies with the identification and formulation of new projects.
- Assess project proposals that will be submitted to the ME, the MF and donor agencies.
- Coordinate efforts for the preparation of the Public Investment Program.

AID MANAGEMENT:

- In cooperation with the ME, identify foreign assistance priorities related to the sector.
- Identify technical assistance needs within the framework of the Ministry.
- Establish and keep contacts with foreign donor agencies in the context of technical preparation and implementation of aid projects.
- Provide advice to the Ministry departments on aid procedures.
- Act as a contact point between the Ministry and international technical cooperation and offices of foreign donors dealing with the sector.

MONITORING AND EVALUATION:

- Set up and maintain an information management system for projects through which information can be conveniently found at any time.
- Execute a standard monitoring procedure for the ongoing projects that are co-funded by donor agencies.
- Analyze impediments and problems to project's implementation and provide advice on necessary adjustments and improvements to be made at the project level.
- Assess projects in order to evaluate their results and achievements and disseminate findings, conclusions and lessons learned.

In support of the above tasks, the PCO will use the following as inputs:

- All directorates and their departments, general directorates and institutions under the Ministry as well as PMUs and PIUs established under the jurisdiction of the MTA&T, will be considered by the PCO as points of reference and collaboration.
- The ME and especially its Directorate of Monitoring, Coordination and Programming, will be a point of reference where the PCO will require technical assistance and advice.
- Different donors, international aid and credit institutions as well as all their agencies operating in Albania will be a strong point of reference for collecting and disseminating necessary information on project monitoring and coordination.
- The necessary technical assistance is a key point to ensure the successful launch and continuation of the PCO activity.

The outputs expected form the PCO include:

- Prepare evaluation reports on the status of project implementation.
- Influence to improve coordination with foreign donor organizations.

- Analyze problems in the implementation of projects and identify solutions for necessary adjustments and improvements at the project level.
- Collect project documents and complete the files of project monitoring.
- Prepare reports on visits paid to project implementation sites.
- Conduct comparative analysis mainly for projects with considerable financial commitment.
- Prepare reports on common issues for all projects in the sector.
- Draw conclusions on the development of a sector and its future.
- Complete project documentation ranking them by order of priority.
- Actively participate during the preparation of the Terms of Reference.
- Obtain full project documentation from the steering and implementing agencies and circulate it to all directorates and the high steering levels by requesting comments and suggestions.
- Carry out an overall evaluation of the projects based on final results.

3.2.3 PCO Staff Duties and Responsibilities

The PCO Director

- Manages day-to-day office activity.
- Ensures and maintains collaboration with other governmental agencies (ME, MF, other ministries) that are involved with project's proposal, appraisal and approval.
- Ensures respective coordination of departments of the MTA&T with the existing agencies on one hand and donor agencies on the other hand, for the efficient implementation of sector-related projects, according to the country's legislation and regulations as well as donors' financial and technical requirements.
- Keeps close contacts with project's management and implementation units within the sector, consultants, and contractors.

Manages the PCO staff.

- Monitors and supervises the project implementation.
- In cooperation with other directorates, follows and prepares the economic documents for projects in the public works sector like the Public Investment Program, and prepares project documents for submitting and/or presenting them to international forums.
- Organizes workshop to analyze project's progress.
- Works with the PMUs and PIUs to provide new data and information as determined by the Director of the IMU, the Minister of the ME, the Prime Minister's Office, and others as appropriate.
- Develops annual and monthly work plans for the Unit and submit them for approval to the Minister.
- Organizes, manages and reports on the activity carried out by the PCO.

Follows and implements within deadlines all tasks as assigned by the Minster.

The PCO Specialist

- Supports the director of the PCO on a daily basis.

- As directed by directors of PCOs, work with PMUs and PIUs to identify and provide new information as required by the IMU, Prime Minister's Office, and others as appropriate.
- Ensure the timely and accurate entry of data into the IMU system
- Work with the IMS specialist to adapt the IMU system as required.
- Develop project reports and relevant fiches.
- Obtain various documents on the transport projects, write their abstracts and provide recommendations on the issues that they raise.
- Gathers and prepares information on new projects

4. THE FORAID 2000 DATABASE

Taking into consideration the limitations of the old database, the FORAID Project developed a broader approach and designed an enlarged version to support the activities of the PCOs and the MED. The software application allows the PCO staff to enter collected data on the identity, nature and financial performance of programs and projects into the FORAID database.

4.1 Features of FORAID 2000 Database

The new features of the FORAID 2000 database can be divided into five main groups of data: identification data, information related to the Public Investment Program, sources of financing, commitments and disbursements, and performance indicators.

4.1.1 Identification Data

This part of the database includes all data necessary to identify a specific project or program clearly: English and Albanian project name, project code, project start and estimated end-date, category of financing, and name of donor or donors.

4.1.2 Information Related to the Public Investment Program (PIP)

This part of the database links a certain program or project with the existing PIP by providing the following information: is the project included in the PIP (yes/no); if yes: under which sector, sub-sector, and specification within sub-sector is the project listed; and which development objective the project addresses.

4.1.3 Sources of Financing

The database informs the user about the contributions of the GoA and the donor organisation (i.e. domestic and foreign financing). In addition, domestic financing can be analysed by amount in Lek per fiscal year and by four different expenditure categories (i.e. financing of (i) land expropriation, e.g. in the case of an infrastructure program, (ii) capital investment, e.g. construction of new school buildings, (iii) other project related costs, e.g. provision of office space and local staff, and (iv) renunciation of VAT income regarding all goods imported for the benefit of a project.

4.1.4 Commitments and Disbursements

The FORAID 2000 database allows detailed recording of the disbursement of foreign and domestic funds. The actual disbursement performance of foreign funds is traceable by each half-year and the software application, which supports the database, allows immediate comparison between planned and actual disbursement. This alerts immediately the responsible officials in line ministries and the ME in case of poor disbursement of project funds, which is seen as a key indicator for unsatisfactory performance of the project.

The recording of the disbursement of domestic funds makes it possible to analyze the Government's contribution to land expropriation, capital investments, coverage of other project related costs and renunciation of VAT income opportunities. The comparison between planned and actual disbursement – documented for each half year – again allows quick alerting of government officials involved in foreign aid management**.**

4.1.5 Performance Indicators

The M&E of programs and projects requires not only the comparison between planned and actual disbursement of project funds, but also regular content-related technical assessments. The ME/MED and the PCOs agreed that for each project a M&E report would be provided twice per year.

The ME/MED and the PCOs also agreed to try to make the M&E reports comparable. If the report lacks comparability, the M&E reports would provide information of only limited value. An assessment of the situation for almost all the projects implemented under the line ministries indicated that there was a lack of indicators of achievement. As result, it was necessary to identify and fix a set of performance indicators, against which a certain project would be assessed throughout its life span. In each line ministry, standard indicators of achievement were to be prepared by the PCOs on a sub-sectoral basis. The PCOs were assisted by short-term experts, existing PMUs and donors representatives, and information from field visits.

4.2 FORAID 2000: Forms and Reports

As a part of the FORAID project, a number of forms and reports were produced and disseminated among PCOs and ME/MED with the aim of allowing present and future staff members to make full use of the FORAID 2000 database.

4.2.1 Project Data Collection Sheet

The Project Data Collection Sheet ("Project Fiche") is a form, available in electronic form supported by a software application, which allows the user to collect project related data in a standardized way. The data collected with the help of this fiche lays the ground for the preparation of individual project M&E reports as well as different kind of sector reports.

It is a tool to (i) clearly identify a certain project (through a numeric code, the English and the Albanian name of the project), (ii) establish linkage with the PIP (through using matching PIP codes, definition of sector, sub-sector and specification within sub-sector), (iii) track different sources of financing (domestic and foreign funding presented by year and by purpose), (iv) identify the exact contracting authority GoA and responsible governmental unit) and contractor, (v) record domestic and foreign financial commitments and performance of financial performance, and (vi) fix project performance indicators defined at the very beginning of the project.

4.2.2 Object Fiche

The PCOs use the "Object Fiche" to document the development objectives to which the project strives. In addition to the development objective, as defined by the GoA, more detailed information is recorded on the different goals (i.e. immediate objectives), which underlie the long-term development objective. Whenever possible, the development objectives defined in the Object Fiche match those presented in the PIP. In the absence of PIP-defined development

objectives, the PCO uses the overall and immediate objectives given in the project's terms of reference.

4.2.3 Financial Program Fiche

The Financial Program Fiche is based on existing formal agreements or memoranda between the GoA and a donor. It includes the precise name of the agreement or memorandum, the type of financing (i.e. grant, soft loan or commercial loan), the duration of the financial agreement and the components of the total financing package in case more than one donor is involved in the financing of a project (which donor gives how much money for which part of the project).

The Financial Program Fiche allows the PCO staff to note the total amount (given in the currency in which the donor makes its contribution) allocated to a project. The currency record allows the PCO and ME to prepare standard reports independent of the currency, as past exchange rates are known and can be used as an arithmetic tool to convert the financial contribution originally made into one main currency actually used in sector or national reports.

Any conditions set by the donor before the agreement on financial allocations are also recorded in the Financial Program Fiche. These conditions can be project specific or general. This allows the PCO and ME to have a fuller picture of the assumptions and risks related to the project.

4.2.4 Assessment Fiche

The Assessment Fiche is a preparatory tool for the final development of project M&E reports. With the help of this fiche the user can define weightings for each single performance indicator (which should already be defined in the Project Fiche). Further, the Assessment Fiche allows the PCO staff to score the results of assessments that form the basis of the project M&E report.

4.2.5 Project M&E Report Fiche

The Project M&E Report Fiche (PMRF) is split into two parts: (i) executive summary, and (ii) detailed report.

The executive summary includes the following sections:

- Identification of the monitored project using clear information: for instance, the project code, name, and contract start and end date. This information derives directly from the Project Fiche.

- Number of the project M&E report (PMR), and M&E period covered by PMR.

- Summarized conclusions drawn from the M&E exercise against the following categories:

- implementation of activities
- disbursement rate (realized vs. scheduled)
- achievements to date
- ability to achieve objectives

- potential sustainability.
- each category can be scored as highly satisfactory, satisfactory, unsatisfactory or very unsatisfactory;
- key notes, including necessary actions to be undertaken by contracting authority, beneficiary, donor, contractor, and others;
- recommendation for next PMR;

date of PMR, parties to whom the PMR was issued, by whom the PMR was prepared and approved.

The detailed PMR is divided into seven sections. Section one repeats the performance indicators as defined in the Project Fiche and the weighting of each performance indicator. All weighting factors sum up to 100%; section two presents the analysis of scheduled and real disbursement in the M&E period and indicates reasons for possible differences between schedules and actual disbursements. This section is entirely fact-based and does not include interpretations or reasons.

5 THE IMU DATABASE

5.1 What is new?

Based on the needs of PCOs staff and current developments in the infrastructure sector in Albania, the FORAID 2000 is enriched and modified with additional fields of information. These includes additional features such as:

The project data collection sheet:
- Information on Stability Pact Projects
- Classification of Stability Pact Projects
- Information on projects at the preparation phase
- Foreign disbursement according to project activity
- Project Objectives
- Project description
- Project's activity

The Object Fiche:
- Costs of each project component are included
- Currency
- If the project is contracted or not

Additional Reports:
- Prime Minister's portfolio report
- Project's Monitoring and Evaluation Summary report
- Report on projects by donors
- Report on Projects by status
- Report on stability Pact Projects
- Additional Improvements:
- List of Projects by donors
- List of Projects by implementation status
- Information is provided in two languages: English and Albanian
- "On Line Help" where instructions on IMU will be provided.

6 HOW TO ENTER THE PROJECT MONITORING INFORMATION INTO THE IMU

6.1 Financial Program Fiche

Donor Code	Fill in the information for donor identification. The donor code is the one used by the donor in relation with the GoA. The database will contain information on different donors. If one donor is not listed in the database, then the code will be determined and approved by the Directorate of Project and Aid Coordination.
Program Code	Fill in the code of the program as used by the donor and presented in the financial contract (memorandum).
Program Name	Fill in the name of the program as used by the donor and presented in the financial contract (memorandum).
Agreement Name	This is the name of the financial agreement or contract.
Budget Amount & Currency	Fill in the total amount that will be financed according to the financial program. Fill in also the currency for the funds of the financial program.
Type of Foreign Financing	Provide information on the type of foreign financing by selecting one of the available three options: • Soft loan • Commercial Loan • Grant
Date of Signature	Fill in the date when the agreement is signed.
Starting Date	Fill in the date when funds are available for disbursement. This date will be provided by the agreement.
Program Duration	This is the period during which, the financial program is expected to be implemented.
Components and Projects	Fill in the complete list of different program components. Program components are practically different projects that will be funded through the funds that are provided through the financial program.
Specific Conditions	Fill in the special conditions that might have been provided under the agreement, as well as the deadline when each of the conditions must be met in order to allow the use of funds.
Prepared by	Fill in the name of the specialist who prepared the financial program fiche.
Approved by	Fill in the name of the supervisor who has approved the information in the fiche as well as the way the fiche has been prepared.

Date	Fill in the date where the fiche has been approved**.**

6.2 Object Fiche

Under the IMU, the term "Object" implies a development program that is taking place in Albania. An Object for example could be the *"East – West Corridor"* or *"Poverty Alleviation"*. A good part of the objects are part of the Public Investment Program. One object may have one or several components (sub-objects). A component constitutes the basis for launching a project. A component is practically a certain need that must be met (or resolved) within a specified period and location (territory).

Object Code	Fill in the code of the object. If the object is included in the Public Investment Program, the fill in the object code according to the PIP.
PIP Inclusion	This is a logical information "Yes" or "No" that indicates whether the object is included in the PIP or not.
Object Name	Fill in the name of the object.
Components	Fill in the descriptive information for object components.
Estimated Cost & Currency	Fill in the estimated cost of the component as well as the currency used.
Contracted	Select "Yes" or "No" whether the component has been contracted or not.
Prepared by	Fill in the name of the specialist who prepared the financial program fiche.
Approved by	Fill in the name of the supervisor who has approved the information in the fiche as well as the way the fiche has been prepared.
Date	Fill in the date where the fiche has been approved.

6.3 Evaluation Sheet

The evaluation sheet is a document that provides summarized information on periodic evaluations made to the project.

Project Code Fill in the project code.

Project Name Fill in the project name.

NOTE: ***BOTH THE PROJECT CODE AND NAME MUST BE EXACTLY THE SAME AS IN THE PROJECT FICHE.***

Name of Report Fill in the file name with which the electronic copy of the monitoring report (for the relevant period) has been stored.

Period Covered Fill in the period covered by this evaluation.

Report Issue On Fill in the date when the monitoring report for the relevant period, has been presented.

Prepared by Fill in the name of the specialist who prepared the financial program fiche.

Approved by Fill in the name of the supervisor who has approved the information in the fiche as well as the way the fiche has been prepared.

Scoring Based on the monitoring report, fill in the result for each of the monitoring indicators that are defined in the beginning of the project (see the relevant project fiche). The result can be:

Very satisfactory
Satisfactory
Unsatisfactory
Very unsatisfactory

Based on the specific weight of each indicator and their respective results, you can evaluate project performance through according to the following formula,

$$\left(\sum_{i=l}^{n} (Si * Wi) \right)$$

where: n – number of indicators
Si – the result for indicator I
Wi – the specific weight of indicator I

According to the result, which might be a figure between 0 and 4, you can get the following final evaluation:

0.00 – 1.00	Very unsatisfactory
1.01 – 2.00	Unsatisfactory
2.01 – 3.00	Satisfactory
3.01 – 4.00	Very Satisfactory

Date Fill in the date where the fiche has been approved.

6.4 Project Data Collection Fiche

Code of the Project Fill in the project code. This code must be unique in the system of a given ministry.

Ministry Fill in the name of ministry under which the project is undertaken.

English Project Name Fill in the full project name in English.

Albanian Project Name Fill in the full project name in Albanian.

Object Fill in the information on the object, needs that the project has undertaken to resolve or meet. Fill in the object code and name. This assumes that the object fiche has been filled. The information must be exactly as in the object fiche.

Component Fill in the information on object component, for which the project is being implemented. Fill in the component code and name. This assumes that the object fiche has been filled. The information must be exactly as in the object fiche.

PIP Inclusion If the object is included in the PIP, then the project will serve to implement the PIP. In that case, fill in the “Yes” box or otherwise “No”. You cannot check both boxes at the same time.

Stability Pact Classification Indicate under which category of the Stability Pact classification does the project fall in.

Sector of Economy Fill in the information on the economic sector where the project is being implemented. The list of the economic sectors is provided in the Public Investment Program.

Subsector Each sector has a number of sub-sectors. This field will be completed with the information on the sub-sector.

Specification within Subsector	This provides a more detailed description on the sub-sector.
Project	This will indicate whether the project is national or regional. Please check the right box according to the case. Again, you cannot check both boxes at the same time. If the Project is regional, indicate districts.
Start Date	Fill in the project start date.
Estimated End Date	Fill in the expected project end date.
Contracting Authority	Fill in the information on the Albanian agency/institution in charge of project contract signature. Write the name of the agency/institution.
Contractor	Fill in the information on the foreign organization that signs the contract for the project. Write the name of organization.
Financial Data of Project	*Breakdown of Project Cost:* Fill the financial function that is implemented through the project. There are six financial functions as in following: • Balance of Payments • Humanitarian Aid • Food Aid • Commodity Aid • Development • Technical Assistance The project cost is broken down in percentage according to financial functions. The Development function is further divided in Investments and Technical Assistance. The Technical Assistance function is further divided into Equipment and Consultancy. *Foreign Financing:* The information on sources of foreign financing for the project must be obtained from the Financial Program Fiches. The information must be exactly the same. Since the financing may be provided through several financial programs, for each program you must complete the code, donor, allocated amount, committed amount, currency and the date. *Type of Financing:* This provides information on the type of financing that can be: Soft loan Commercial loan Grant

Domestic Financing from State Budget:
Fill in the information on the domestic sources of project financing. Domestic financial programs are mainly the annual state budgets. Fill in also the amounts in thousand Leke.

Breakdown of Domestic Project Costs:
This will provide information on the expected destination of domestic financing. Destinations can be the following:
Land expropriation
Capital investments
Other project-related costs
Value Added Tax

Project-related Technical Monitoring Indicators:
These fields must be completed with the information on indicators that will be used to evaluate the project. Indicators can be determined in the beginning of the project and will remain unchanged throughout the project. Indicators cannot be less than three and more than ten in number. A specific weight (more than 0 and less than 1) will be determined for each indicator. The total of specific weights must be equal to 1 or 100%.

Disbursement history: Foreign Funds
Fill in the information on the expected amount of expenditures for each year, and under each year, for every 6 months. Information on exact expenditures will be filled in progressively. Depending on the amount of expenditures, the last column that belongs to the evaluation, will be filled according to the following scale:

0 – 25%	1	Very unsatisfactory
26 – 50%	2	Unsatisfactory
51 – 75%	3	Satisfactory
75 – 100%	4	Very satisfactory

Disbursement history: Domestic Funds
Fill in the information on the expected amount of expenditures for each year, and under each year, for every 6 months. Information on exact expenditures will be filled in progressively. Depending on the amount of expenditures, the last column that belongs to the evaluation, will be filled according to the following scale:

0 – 25%	1	Very unsatisfactory
26 – 50%	2	Unsatisfactory
51 – 75%	3	Satisfactory
75 – 100%	4	Very satisfactory

Prepared by Fill in the name of the specialist who prepared the financial program

fiche.

Approved by Fill in the name of the supervisor who has approved the information in the fiche as well as the way the fiche has been prepared.

Date Fill in the date where the fiche has been approved.

APPENDIX 1 – EVOLUTION OF THE MONITORING PROGRAM

1992: "EXTERNAL AID BY SECTORS-GRAND FUNDS"

The "External Aid By Sectors- Grand Funds" database included only the following information:

- Name and number of projects according to the Albanian Public Investment Program (PIP).
- Type of financing (Grant, Soft, or Commercial Loan).
- Status of financing (Programmed, Committed), but not precise data on disbursements.
- Category of financing, that is financial contributions for (i) the state budget's balance of payments; (ii) development projects; (iii) technical assistance projects; (iv) humanitarian aid; (v) food aid; and (vi) commodity aid.
- Donor agency or agencies committing funds.
- Sector and sub-sector of foreign aid projects.

The database did not include comparative data on commitments and disbursements or any definition of M&E indicators to help assess project performance on a regular basis. The financial information, because it did not include separate recordings of financial commitments and disbursements, did not permit any form of early warning of potential problems or basic M&E of project performance. This omission precluded the regular comparison of actual commitments and disbursements with planned commitments and disbursements, which is one of the basic tools used to monitor project progress.

1999: "FORAID 2000":

The features of FORAID 2000 database are divided into five main groups of data:

1. Identification data, which includes:
   - English and Albanian Project Name;
   - Project Code;
   - Project start and estimated end-date;
   - Category of Financing;
   - Name of Donor(s).

2. Information related to the Public Investment Program (PIP), which includes:
   - If the project is included in the PIP (yes/no); if yes, under which sector, sub-sector, and specification within sub-sector.
   - Development objective addressed.

3. Sources of Financing, which includes:
   - Contribution of the GoA, and donor organization, domestic and foreign

4. Commitments and Disbursements, which includes:
   - Disbursement of foreign and domestic funds
   - Foreign funds disbursement traceable by each half-year, and compares actual and planned disbursement

5. Performance Indicators.
   - Standard indicators of achievement for each line ministry.
   - Record and provides information on contractors
   - On-going and Completed Projects

2001: "IMU"

1. Project Data Collection Sheet is modified through additional field of information on:
   - Stability Pact Projects.
   - Classification of Stability Pact Projects;.
   - Not only information on the Ongoing and Completed projects, but those at preparation phase as well.
   - Foreign disbursements according to project activities.
   - Project Objectives
   - Project Description
   - Projects' activities

2. The Object Fiche is modified by adding:
   - Costs of each project component.
   - Currency
   - If the project is contracted or not

3. Additional reports include:
   - Prime Minister's Portfolio Fiche
   - Project's Monitoring and Evaluation Summary Report.
   - Report of Projects by donors.
   - Report of Projects by status
   - Report on Stability Pact Projects

4. Additional improvements include:
   - List of Projects by donors
   - List of Projects by Implementation Status
   - Information provided in two languages; Albanian and English
   - "On Line Help", where instruction on IMU will be provided.

APPENDIX 2 – FORAID 2000 FICHES

P R O J E C T DATA COLLECTION F I C H E

CODE OF THE PROJECT _____

ENGLISH PROJECT NAME _____

ALBANIAN PROJECT NAME _____

OBJECT _____ _____
CODE **NAME**

COMPONENT _____ _____
CODE **NAME**

PIP INCLUSION : **YES ?** **NO ? ?**

SECTOR _____

SUB - SECTOR _____

SPECIFICATION WITHIN SUB-SECTOR _____

PROJECT : **? NATIONAL** **? REGIONAL**

IF REGIONAL INDICATE DISTRICT (S) _____, _____, _____

PROJECT START DATE ____ / ____ / _____

ESTIMATED PROJECT END DATE ____ / ____ / _____

CONTRACTING AUTHORITY _____

CONTRACTOR _____

FINANCIAL DATA OF PROJECT

Nature of and breakdown of total project costs
(CROSS AS APPROPRIATE AND GIVE % FIGURES – EVENTUALLY % FIGURES MUST SUM UP TO 100%!)

? BOP BALANCE OF PAYMENTS _____

? D DEVELOPMENT _____ **INVESTMENTS** ____ **TA** ___

? TA TECHNICAL ASSISTANCE _____ **EQUIPMENT** ____ **CONSULTANCY** ___

? HA HUMANITARIAN AID _____

? FA FOOD AID _____

? CA COMMODITY AID _____

FOREIGN FINANCING

PROGRAM	DONOR	ALLOCATED	COMMITTED	CURRENCY	DATE
1. _____	_____	_____	_____	_____	_ /_ / __
2. _____	_____	_____	_____	_____	_ /_ / __
3. _____	_____	_____	_____	_____	_ /_ / __
4. _____	_____	_____	_____	_____	_ /_ / __
5. _____	_____	_____	_____	_____	_ /_ / __
6. _____	_____	_____	_____	_____	_ /_ / __

TYPE OF FOREIGN FINANCING

? SOFT LOAN ? COMMERCIAL LOAN ? GRANT

DOMESTIC FINANCING (STATE BUDGET)

FISCAL YEAR	AMOUNT IN 000/LEK
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____

BREAKDOWN OF DOMESTIC PROJECT COSTS (IN 000/LEK)

1. **LAND EXPROPRIATION** _____
2. **CAPITAL INVESTMENTS** _____
3. **OTHER PROJECT RELATED COSTS** _____
4. **VAT** _____

Project related technical M&E indicators (to remain unchanged throughout project duration)

INDICATORS.	WEIGHTING FACTOR IN %
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____

FINANCIAL PROGRESS M&E

DISBURSEMENT HISTORY: FOREIGN FUNDS

YEAR	WHOLE YEAR		1ST HALF-YEAR		2ND HALF-YEAR		EVALUATION
	PLANNED DISBURSEMENT	ACTUAL DISBURSEMENT	PLANNED DISBURSEMENT	ACTUAL DISBURSEMENT	PLANNED DISBURSEMENT	ACTUAL DISBURSEMENT	
1991							
1992							
1993							
1994							
1995							
1996							
1997							
1998							
1999							
2000							
2001							
2002							
2003							
2004							
2005							

DISBURSEMENT HISTORY: DOMESTIC FUNDS

YEAR	LAND EXPROPRIATION		CAPITAL INVESTMENTS		OTHER PROJECT RELATED COSTS		VAT		EVALUATION
	PLANNED DISBURS	ACTUAL DISBURS.	PLANNED DISBURS.	ACTUAL DISBURS.	PLANNED DISBURS.	ACTUAL DISBURS.	PLANNED DISBURS.	ACTUAL DISBURS.	
1991									
1992									
1993									
1994									
1995									
1996									
1997									
1998									
1999									
2000									
2001									
2002									
2003									
2004									
2005									

PREPARED BY _____ **APPROVED BY** _____

DATE _____ / _____ / _____

O B J E C T F I C H E

OBJECT CODE _____

PIP INCLUSION **YES ?** **NO ?**

OBJECT NAME _____

COMPONENTS :

01._____

02._____

03._____

04._____

05._____

06._____

PREPARED BY _____ **APPROVED BY** _____

DATE _____ / _____ / _____

FINANCIAL PROGRAMME FICHE

DONOR _____ _____
(CODE) (NAME)

PROGRAM CODE _____

PROGRAM NAME _____

AGREEMENT NAME _____

BUDGET AMOUNT _____ **CURRENCY** _____

DATE OF SIGNATURE _____ / _____ / _____

STARTING DATE _____ / _____ / _____

PROGRAM DURATION ____

COMPONENTS AND PROJECTS :

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

SPECIAL CONDICTIONS :

1. _____ _____ / _____ / _____
2. _____ _____ / _____ / _____
3. _____ _____ / _____ / _____
4. _____ _____ / _____ / _____

PREPARED BY _____ **APPROVED BY** _____

DATE _____ / _____ / _____

APPENDIX 3 – IMU FICHES

O B J E C T F I C H E

OBJECT CODE _____
PIP INCLUSION **YES ?** **NO ?**
OBJECT NAME _____

COMPONENTS :

A._____

ESTIMATED COST: **CURRENCY:** **CONTRACTED: ? YES** **? NO**

A 01._____

ESTIMATED COST: **CURRENCY:** **CONTRACTED: ? YES** **? NO**

A 02._____

ESTIMATED COST: **CURRENCY:** **CONTRACTED: ? YES** **? NO**

B._____

ESTIMATED COST: **CURRENCY:** **CONTRACTED: ? YES** **? NO**

PREPARED BY _____ **APPROVED BY**_____

DATE _____ / _____ / _____

PROGRAMS AND COMPONENTS FICHE

Financial Program Fiche

DONOR'S CODE: _____

PROGRAM'S CODE _____

PROGRAM'S NAME _____

AGREEMENT'S NAME _____

BUDGET'S AMOUNT _____ **CURRENCY** _____

TYPE OF FOREIGN FINANCING O **SOFT LOAN** O **COMMERCIAL LOAN** O **GRANT**

DATE OF SIGNATURE _____ / _____ / _____

STARTING DATE _____ / _____ / _____

PROGRAM'S DURATION _____

COMPONENTS AND PROJECTS :

01. _____

02. _____

03. _____

04. _____

05. _____

06. _____

SPECIFIC CONDITIONS :

1. _____ _____ / _____ / _____

2. _____ _____ / _____ / _____

3. _____ _____ / _____ / _____

4. _____ _____ / _____ / _____

PREPARED BY _____ **APPROVED BY** _____

DATE _____ / _____ / _____

SECTOR	SUB-SECTOR	SPECIFICATIONS	SECTOR'S NAME	SUB-SECTOR'S NAME	SPECIFICATION NAME	PIP CODE
01	1					
01	1					
01	1					
01	2					
01	2					
02	1					
02	1					
02	2					
02	2					
02	3					
03	1					
03	1					

PREPARED BY: _____ **APPROVED BY:** _____

DATE: ___/__/____

LIST OF DONORS

CODE	ENGLISH NAME	SHORT
01	WORLD BANK	WB
02	EU PHARE PROGRAM	PHARE
03	EUROPEAN BANK FOR RECONSTRUCTION AND DEVELOPMENT	EBRD
04	GERMAN TECHNICAL COOPERATION	GTZ
05	OPEC FUND	OPEC
06	ISLAMIC DEVELOPMENT BANK	IDB
07	KREDITANSTALT FUR WIEDERAUFBAU	KFW
08	SWISS CONTACT	SWC
09	ITALIAN GOVERNMENT	ITAL
10	GREEK GOVERNMENT	GREK
11	AEDP	AEDP
12	JAPANESE TRUST FUND	JICA
13	UNITED NATIONS DEVELOPMENT PROGRAM	UNDP
14	HOLLAND GOVERNMENT	HOLND
15	KUWAITIAN FUND	KUWAI
16	UNITED STATES AID	USAID
17	INTERNATIONAL FUND FOR AGRICULTURE DEVELOPMENT	IFAD
18	FOOD AND AGRICULTURE ORGANIZATION	FAO
19	BRITISH GOVERNMENT KNOW-HOW FUND	KHF
20	AUSTRIAN GOVERNMENT	AUST

21	SWEDISH GOVERNMENT	SWED
22	NORWEGIAN GOVERNMENT	NORW
23	DANISH GOVERNMENT	DAN
24	CHINESE GOVERNMENT	CHINA
25	SWITZERLAND ECONOMIC INTERNATIONAL COOPERATION	SEICO

LIST OF CURRENCIES

CODE	CURRENCY NAME	SHORT
01	ALBANIAN LEKE	LEK
02	US DOLLAR	USD
03	ITALIAN LIRA	ITL
04	DEUTCHE MARK	DM
05	GREEK DRACHMA	GRD
06	EURO	EURO
07	SWISS FRANG	CHF
08	AUSTRIAN SCHILLING	ATS
09	JAPANESE YEN	YEN
10	DUTCH GUILDER	NLG
11	FRENCH FRANC	FRF

EXCHANGE RATE FOR THE DATE _____/__/_____

CURRENCY	USD RATE	EURO RATE
ALBANIAN LEKE		
US$		
ITALIAN LIRA		
DEUTCHE MARK		
GREEK DRACHMA		
EURO		
SWISS FRANG		
AUSTRIAN SCHILLING		
JAPANESE YEN		
DUTCH GUILDER		
FRENCH FRANG		

PROJECT DATA COLLECTION FICHE

CODE OF THE PROJECT _____ **MINISTRY:** _____

PROJECT NAME: _____

OBJECT: _____ _____
CODE **NAME**

COMPONENT: _____ _____
CODE **NAME**

PIP INCLUSION : **YES ?** **NO ? ?**

STABILITY **PACT** **CLASSIFICATION:** _____

SECTOR: _____

SUB – SECTOR: _____

SPECIFICATION WITHIN SUB-SECTOR _____

PROJECT : **? NATIONAL** **? REGIONAL**

IF REGIONAL, INDICATE DISTRICT (S)_____, _____, _____

PROJECT START DATE: ____ / ____ / _____

ESTIMATED PROJECT END DATE: ____ / ____ / _____

CONTRACTING AUTHORITY: _____

FINANCIAL DATA OF PROJECT

Nature of and Breakdown of Total Project Costs
(CROSS AS APPROPRIATE AND GIVE % FIGURES – EVENTUALLY %FIGURES MUST SUM UP TO 100%)

CURRENCY **EURO** **TOTAL:**

BOP **BALANCE OF PAYMENTS** _____

D **DEVELOPMENT** _____ **INVESTMENTS** _____ **TA** _____

TA **TECHNICAL ASSISTANCE** _____ **EQUIPMENT** _____ **CONSULTANCY** _____

HA **HUMANITARIAN AID** _____

FA **FOOD AID** _____

CA **COMMODITY AID** _____

FOREIGN FINANCING

PROGRAM	DONOR	ALLOCATED	COMMITTED	CURRENCY	DATE
1. _____	_____	_____	_____	_____	_ /_ / __
2. _____	_____	_____	_____	_____	_ /_ / __
3. _____	_____	_____	_____	_____	_ /_ / __
4. _____	_____	_____	_____	_____	_ /_ / __
5. _____	_____	_____	_____	_____	_ /_ / __
6. _____	_____	_____	_____	_____	_ /_ / __

BREAKDOWN OF DOMESTIC PROJECT COSTS (IN 000/LEKE)

1. _____
2. _____
3. _____
4. _____

PROJECT RELATED TECHNICAL MONITORING INDICATORS
(TO REMAIN UNCHANGED THROUGH THE DURATION OF THE PROJECT)

CONTRACTORS		CURRENCY	WEIGHTING FACTOR IN
___	_____	_____	_____
___	_____	_____	_____
___	_____	_____	_____

FINANCIAL PROGRESS MONITORING

DISBURSEMENT HISTORY : CONTRACTORS

CONTRACTORS	YEAR	WHOLE YEAR		1ST HALF-YEAR		2ND HALF-YEAR	
		PLANNED DISBURSEMENT	ACTUAL DISBURSEMENT	PLANNED DISBURSEMENT	ACTUAL DISBURSEMENT	PLANNED DISBURSEMENT	ACTUAL DISBURSEMENT

PREPARED BY:_____ **APPROVED BY:** _____

DATE: __/__/____

FUNDING BY "SPECIFICATION IN SUB-SECTOR"

MINISTRY OF _____

SUB-SECTOR: _____

SUB-SECTOR SPECIFICATION	COMMITTED	PLANNED DISBURSEMENT	ACTUAL DISBURSEMENT

TOTAL:

FROM DATE: ___/__/___
DATE OF EXCHANGE RATE: ___/__/___ PRINTING DATE: ___/___/___

TYPE OF FINANCING BY SECTORS

SECTOR	SOFT LOAN	COMMERCIAL LOAN	GRANT

TOTAL:

FROM DATE: ___/___/_____
DATE OF EXCHANGE RATE: ___/___/_____ PRINTING DATE: __/__/___

TYPE OF FINANCING BY DONORS

DONOR	SOFT LOAN	COMMERCIAL LOAN	GRANT

TOTAL:

FROM DATE: ___/___/_____
DATE OF EXCHANGE RATE: ___/___/_____ PRINTING DATE: ___/___/_____

NATURE OF COSTS BY SECTORS

SECTOR	BALANCE OF PAYMENT	DEVELOPMENT	TECHNICAL ASSISTANCE	HUMANITARIAN AID	FOOD AID	COMMODITY AID

TOTAL:

FROM DATE: ___/___/_____ PRINTING DATE: ___/___/_____
DATE OF EXCHANGE RATE: ___/___/___

DEVELOPMENT COSTS BY SECTORS

SECTOR	INVESTMENTS	TA	TOTAL

TOTAL:

FROM DATE:
DATE OF EXCHANGE RATE ___/___/_____ PRINTING DATE: ___/___/_____

TECHNICAL ASSISTANCE COSTS BY SECTORS

SECTOR	EQUIPMENT	CONSULTANCY	TOTAL

TOTAL:

FROM DATE: ___/___/_____
DATE OF EXCHANGE RATE: ___/___/_____ PRINTING DATE: ___/___/_____

FOREIGN FINANCING BY DONORS

DONOR	ALLOCATED	COMMITTED

TOTAL:

FROM DATE: ___/___/_____
DATE OF EXCHANGE: ___/___/____ PRINTING DATE: ___/___/____

PLANNED VS. ACTUAL DISBURSEMENT PER PROJECT

MINISTRY OF _____

PROJECT	19____		19____		19____		2000		2001		TOTAL PLANNED DISBURSEMENT
TOTAL											

DATE OF EXCHANGE RATE: ___/___/____ DATE OF PRINTING: ___/___/____

PRIME MINISTER'S REPORT

MINISTRY OF _____
FROM _____TO_____

SUB-SECTOR SPECIFICATION	DONOR	PROJECT NAME	TOTAL BUDGET	ASSESSMENT RATING	RECOMMENDED ACTIONS

SUMMARY PROJECT FICHE

1. Project Name	2. Starting Date	3. Ending Date

4. Budget and Financial Components					
Albanian Contribution			Donor's Contribution		
Investments		EURO	Credit		EURO
VAT			Grant		
Expropriation			Total		
Other Costs					
Disbursement			Disbursement		

5. Status Description

6. Technical Components

7. Objectives

8. Actual Status of the Project

9. Conclusions

10. Main Problems to be Addressed	
Identified Problem	
Steps to be Undertaken	
Responsibility	
Date of Intervention	
Risks of Non Intervention	

Appendix II

MS-Project Training

MS Project 2000 User's Manual

Training of Aviation Directorate

Contractor's Training

Supervisor's Training

PMU's and PCO's Training

U.S. Agency for International Development

RIP – ALBANIA

Balkans Regional Infrastructure Program for Water and Transport

Microsoft Project 2000

User's Manual

August, 2002

Provided by: Booz | Allen | Hamilton

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USER'S MANUAL

FOR MICROSOFT PROJECT 2000

Introduction to Microsoft Project

Microsoft Project 2000 is a powerful project management program you can use to help build project plans, track work completed, and account for variance from your baseline plan. With this manual and its companion CD-ROM, you'll learn how to use Microsoft Project 2000 to manage your project's costs, schedule, and resources.

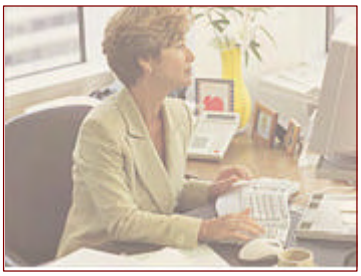
Project management is the process of planning, organizing, and managing **tasks** (*Tasks = An activity that has a beginning and an ending. The completion of a task is important to the project's completion. Projects are made up of tasks.)* and **resources** *(Resources = The people, equipment, and material used to complete tasks in a project.)* to accomplish a defined **objective** [Objective =The quantifiable criteria that must be met for the project to be considered successful. Objectives must include, at least, cost, schedule, and quality measures. Unquantified objectives (for example, "customer satisfaction") increase the risk that the project won't meet them.], usually within **constraints** *(Project constraint = A factor that will limit the project management team's options. For example, a predefined budget is a constraint that may limit the team's scope, staffing, and schedule options.)* on time, resources, or cost. A project plan can be simple, for example, a list of tasks and their start and finish dates written on a notepad. Or it can be complex, for example, thousands of tasks and resources and a project budget of millions of dollars.

Most projects share common activities, including breaking the project into easily manageable tasks, scheduling the tasks, communicating with the team, and tracking the tasks as work progresses. And all projects consist of three major phases:

1 Build the plan
2 Track and manage the project
3 Close the project

The more successful these phases are, the greater your chance of a successful project.

THE MS PROJECT INTERFACE:



PART 1:

Preparing a Project with MS Project

In this part, you will be introduced to the major parts of the Microsoft Project interface, and you will create the project file you will work with throughout the parts in this manual.

When you start a new project in Microsoft Project, you can enter your project's start or finish date, but not both. It's recommended that you enter only your project's start date and let Microsoft Project calculate the finish date after you have entered and scheduled tasks.

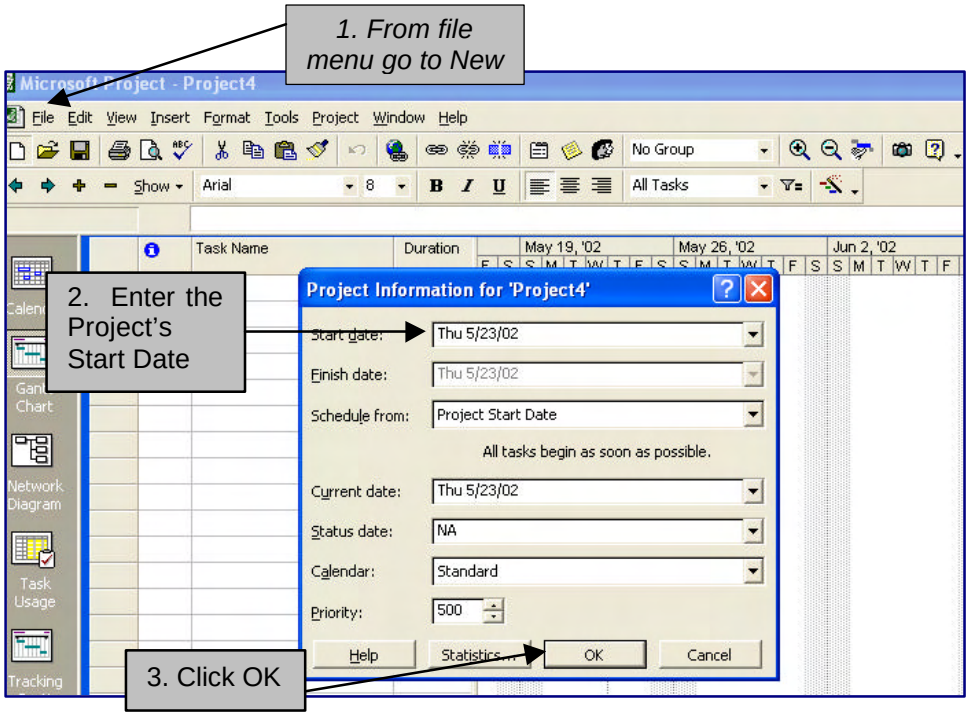
If your project must be finished by a certain date, enter only the project's finish date. Even if you initially schedule from the project finish date, it's best to schedule from the project start date after work begins on the project.

Starting Microsoft Project:

- On the Windows Taskbar, click on the **Start** Button.
- On the start menu, point to programs, then click on **Microsoft Project**.

Creating a new Project in MS Project:

- From the **File** menu, go to **New**, select **Blank document**.
- Enter the Project's start date.
- Click **OK**.



Entering Properties about a Microsoft Project File

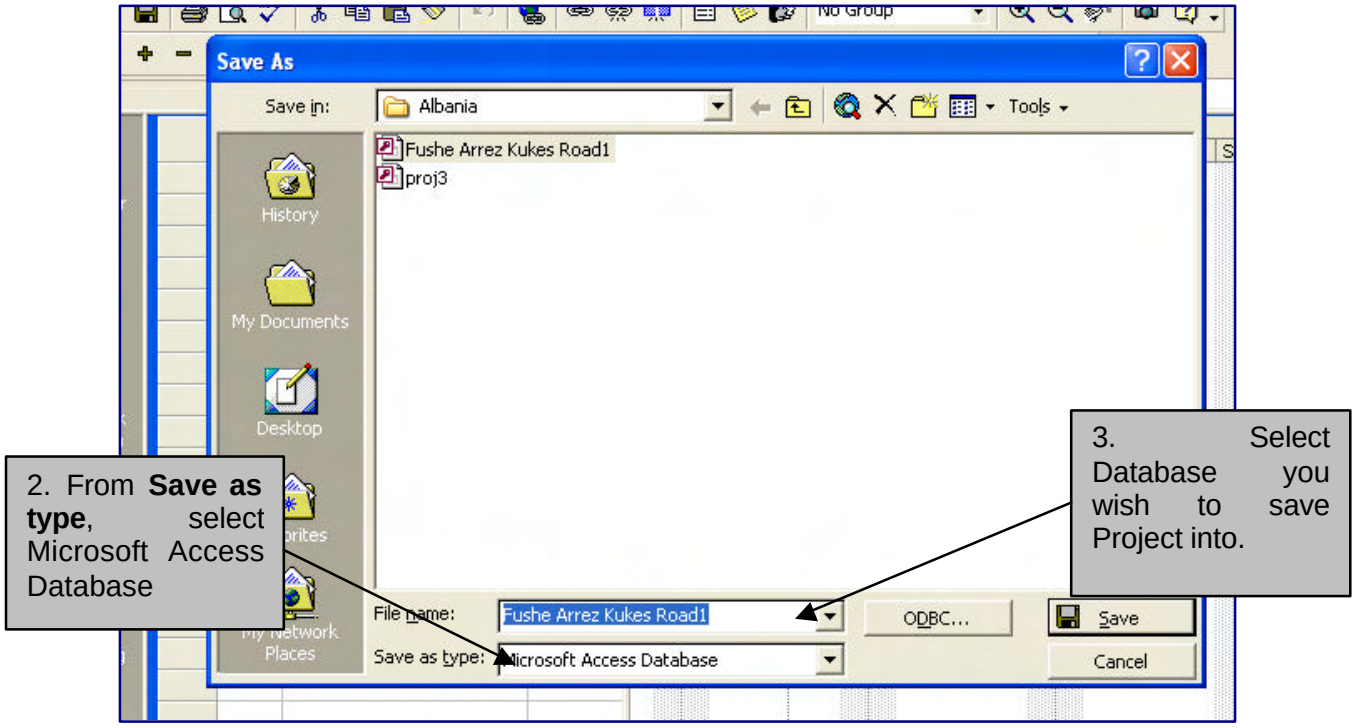
- On the **File** Menu, Click **Properties**
- Click the **Summary** Tab, and then enter the information you want.

Saving a Microsoft Project file:

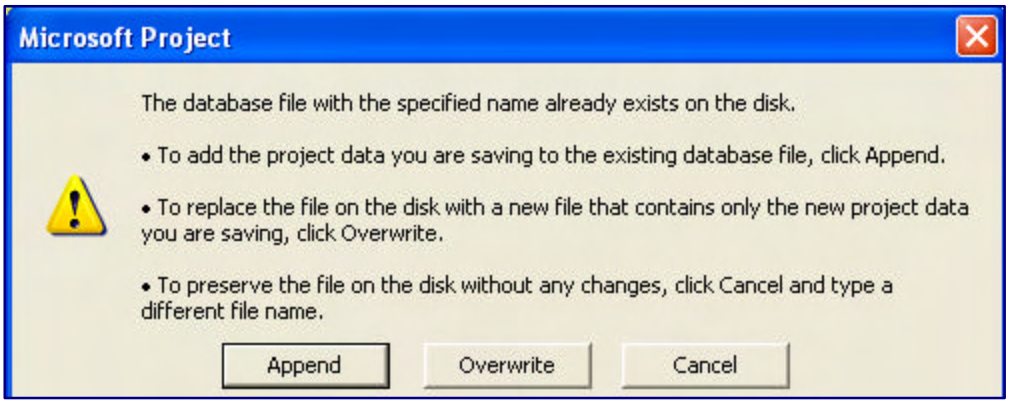
- On the standard toolbar, click the **Save** button.
- If you have not previously saved the file, specify the name and location you want.

Saving a MS Project file to the Database:

- From the file menu on the menu bar, select **Save As**.
- From **Save as type**, select Microsoft Access Database.
- Select Database you wish to save Project into.
- Select **Save**.



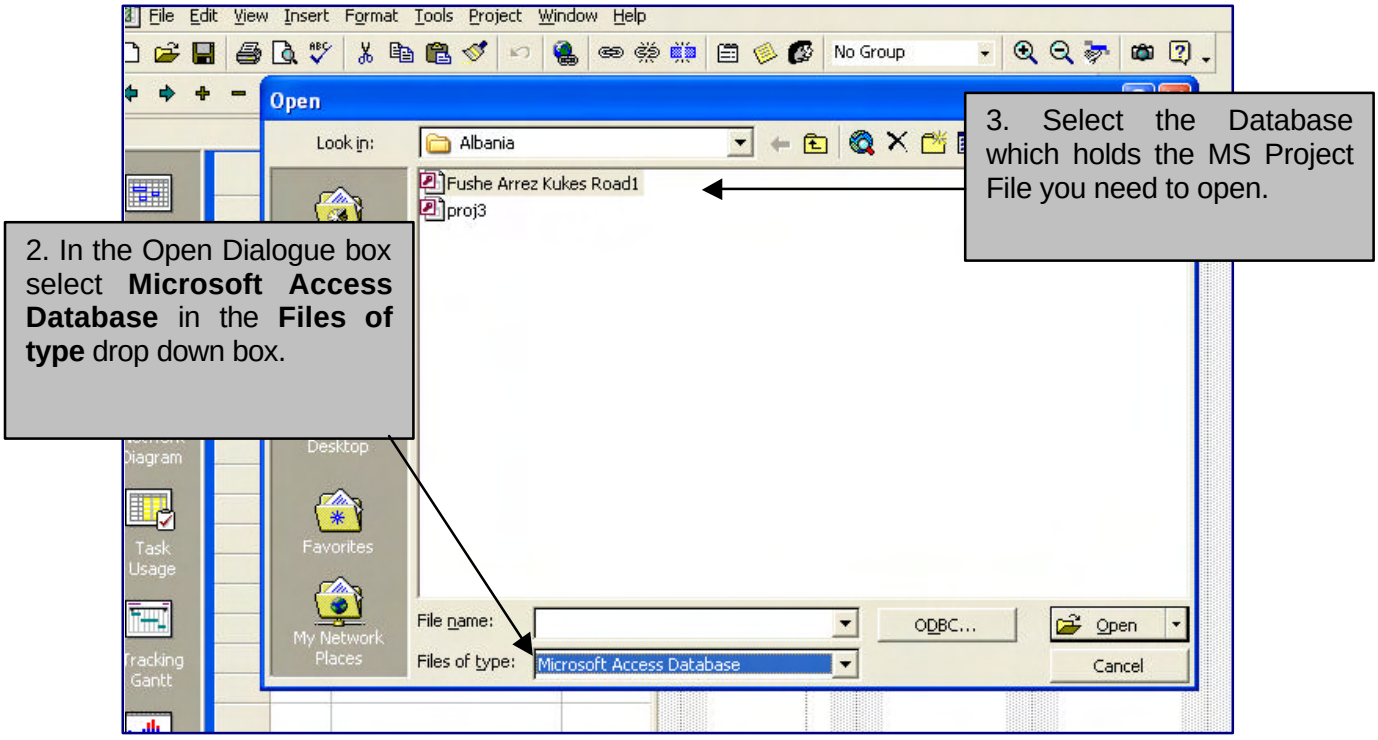
- Microsoft will display the following message, select **Append**.

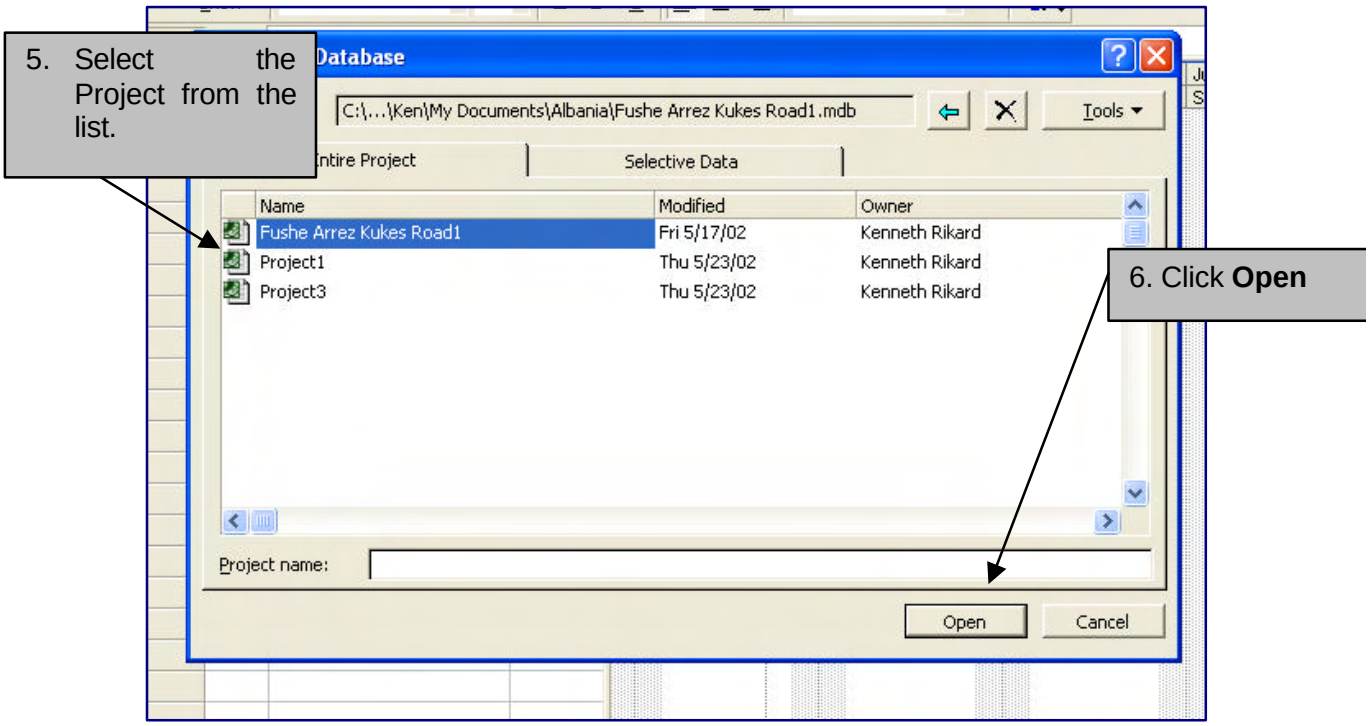


- In the Save to Database dialogue box, enter the projects name and click **Save**.

Opening a MS Project File from the Database:

- From the **Start** Menu select **Open.**
- In the **Open** Dialogue box select **Microsoft Access Database** in the **Files of type** drop down box.
- Select the Database which holds the MS Project File you need to open.
- Select **Open.**





- Select the Project from the list.
- Click **Open.**

Entering Tasks in MS Project:

- In the Entry Table, click a blank cell in the **Task Name** column.
- Type the task name, and then press **Enter**.

Entering Task Duration:

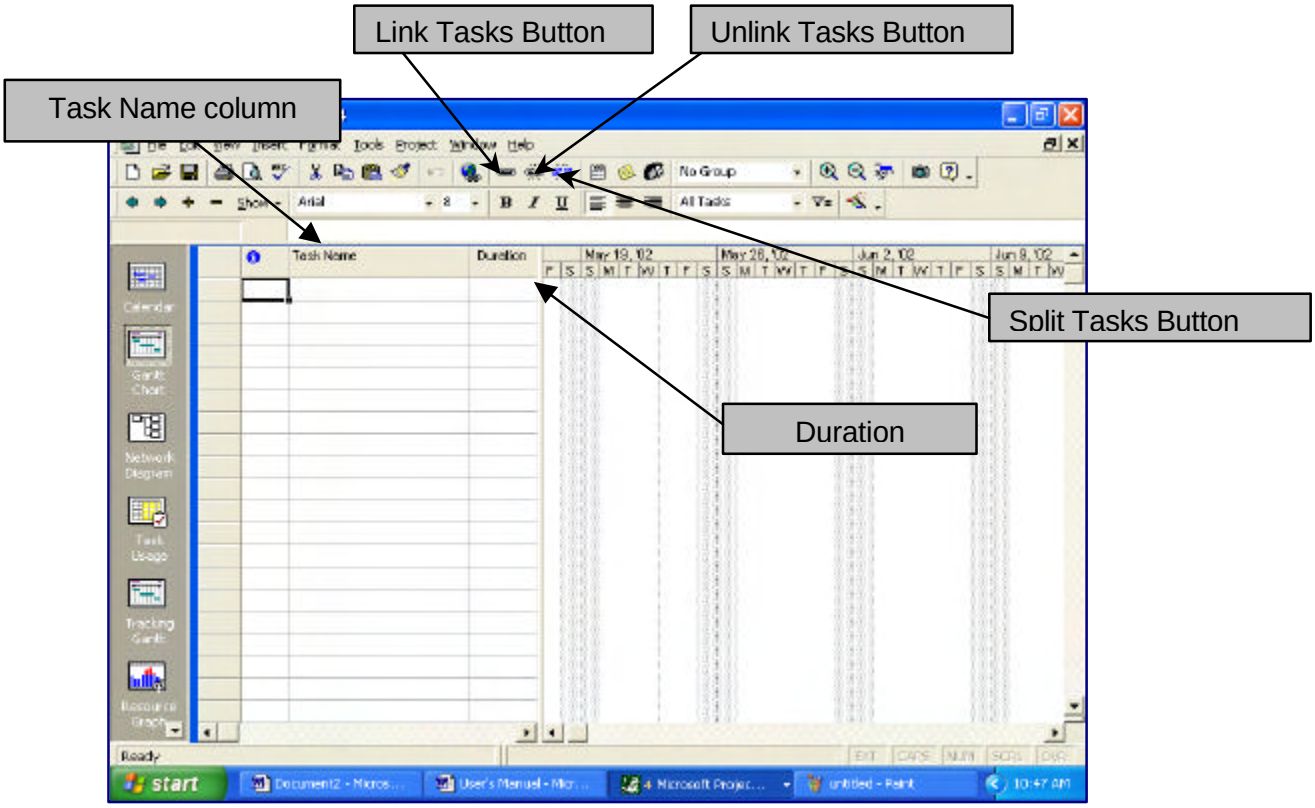
- In the Entry Table, click a cell in the **Duration** column.
- Type the duration, and then press **Enter**.

Changing the name of a task

- In the Entry Table, click the task's name
- Type the new name. To edit a portion of the name, click and then continue to point to the name you want to change. When the mouse pointer changes into an I-beam, select the portion of the name you want to replace, and type the new text.

Linking Tasks

- On the Entry Table, click the name of the predecessor task.
- Hold down the **Ctrl.** key, and click on the successor name.
- On the standard tool bar, click the **Link Tasks** button.



Unlinking Tasks

- To unlink the tasks, on the standard tool bar, click the **Unlink Task** button.

Split Tasks

- To split the tasks, on the standard tool bar, click the **Split Task** button.

Displaying project duration and other statistics

- On the Project Menu, click Project Information
- Click the Statistics button, to find information on project start and finish date and compare current progress, base line, actual, and variance. Statistics provides as well information on duration and costs comparing current, base line, actual and remaining.

Inserting a new task in the task list

- On the Entry Table, click the **Task name** above which you want to insert a new task.
- On the **Insert** Menu, click **New Task**
- Click in the Task Name field for the new task, enter a name for the task, and then press **Enter.**

Deleting a task from the task list

- On the Entry table, click the task name that you want to delete.
- On the **Edit** menu, click **Delete task.**

Creating a Summary Task

- On the **View** Button, click **Table : Summary**.
- At the window that appears, you can select **Cost, Entry, Hyperlink, Schedule, Summary, Tracking, Usage, Variance, Work**, and more options by clicking at **More Tables**.

Creating a Main Task

Select the task(s) that you want to make subtask(s).

- On the **formatting bar**, click the **indent** button.
- To change the subtasks in the tasks (so, to cancel the main task), click button **Outdent**.

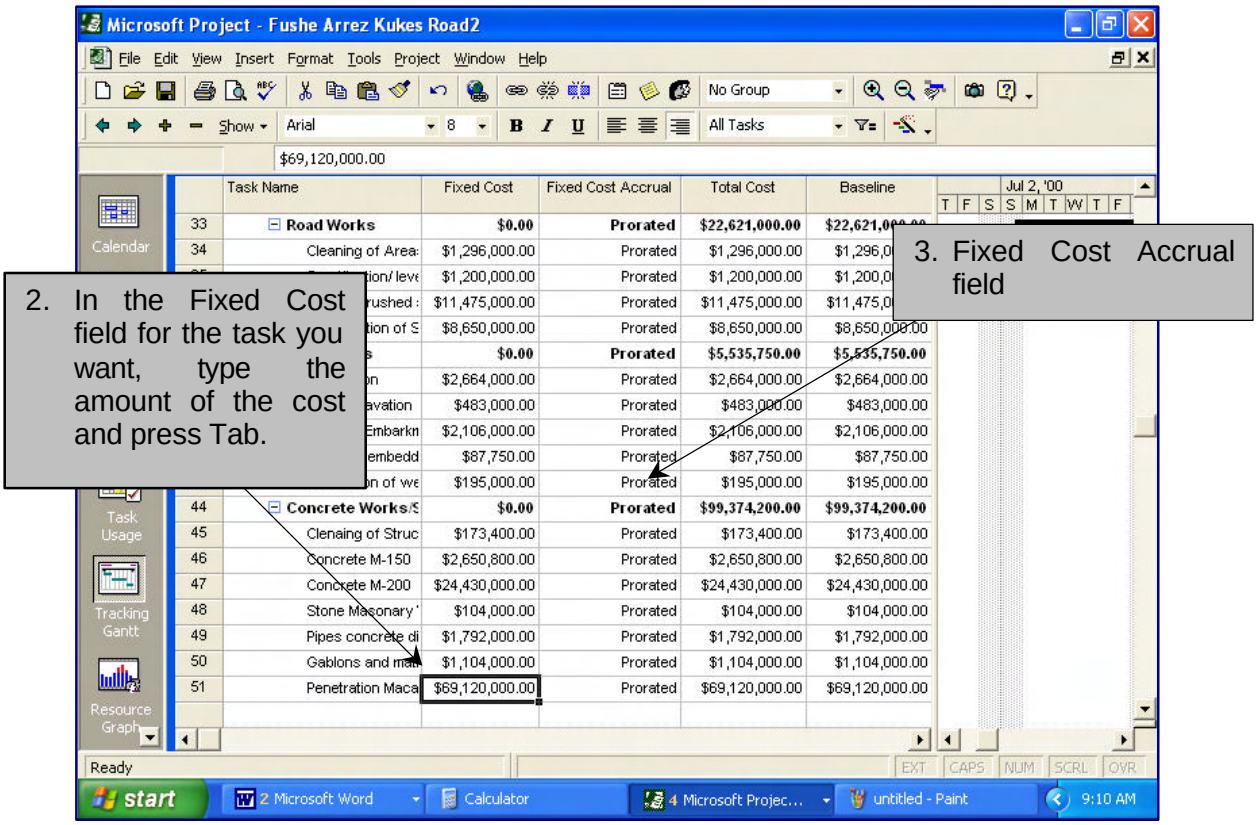
Creating a Milestone

- On the **Task Name**, enter the name of a milestone, and then press **Tab**.
- In the duration field, type **0d**, and press **Enter**.

- If you want to specify a date for the milestone, select the **Start** field (next to the duration), type the date, and press **Enter**. If you want to link the milestone to a task, select the task and click the **Link Task** button on the Standard Toolbar.

Entering Fixed Cost:

- On the **View** menu, point to **Table: Entry** and click **Cost.**
- In the **Fixed Cost** field for the task you want, type the amount of the cost and press **Tab.**
- In the **Fixed Cost Accrual** field, select a method: (i) **Start**-when the entire fixed cost is scheduled for the start of the task; (ii) **Finish** – when the entire fixed cost is scheduled for the end of the task; and (iii) **Prorated** – when the entire fixed cost is distributed evenly over the duration of the task.



Switching to a Different View:

- On the **View Bar**, click the view you want.

-Or-

- On the **View** menu, click **More Views**, and then select the view you want.

Switching to a Different Table:

- On the **View** Menu, click **Table**, and then select the table you want

PART 2:

FINE-TUNING YOUR PROJECT DETAILS

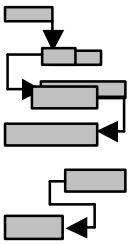
In this part you refine the project plan, starting with task details.

After you create and outline your task list, it's time to address how the tasks relate to each other and to specific dates. There are many types of task relationships, such as links that show one task starting as another finishes.
Microsoft Project automatically determines the start and finish dates for tasks that have dependencies to other tasks.

The advantage of dependencies or "linked" tasks is that whenever a task changes, linked tasks are automatically rescheduled. You can refine task schedules using constraints, overlap or delay tasks, and split tasks when work stops temporarily.

Changing a Task Relationship:

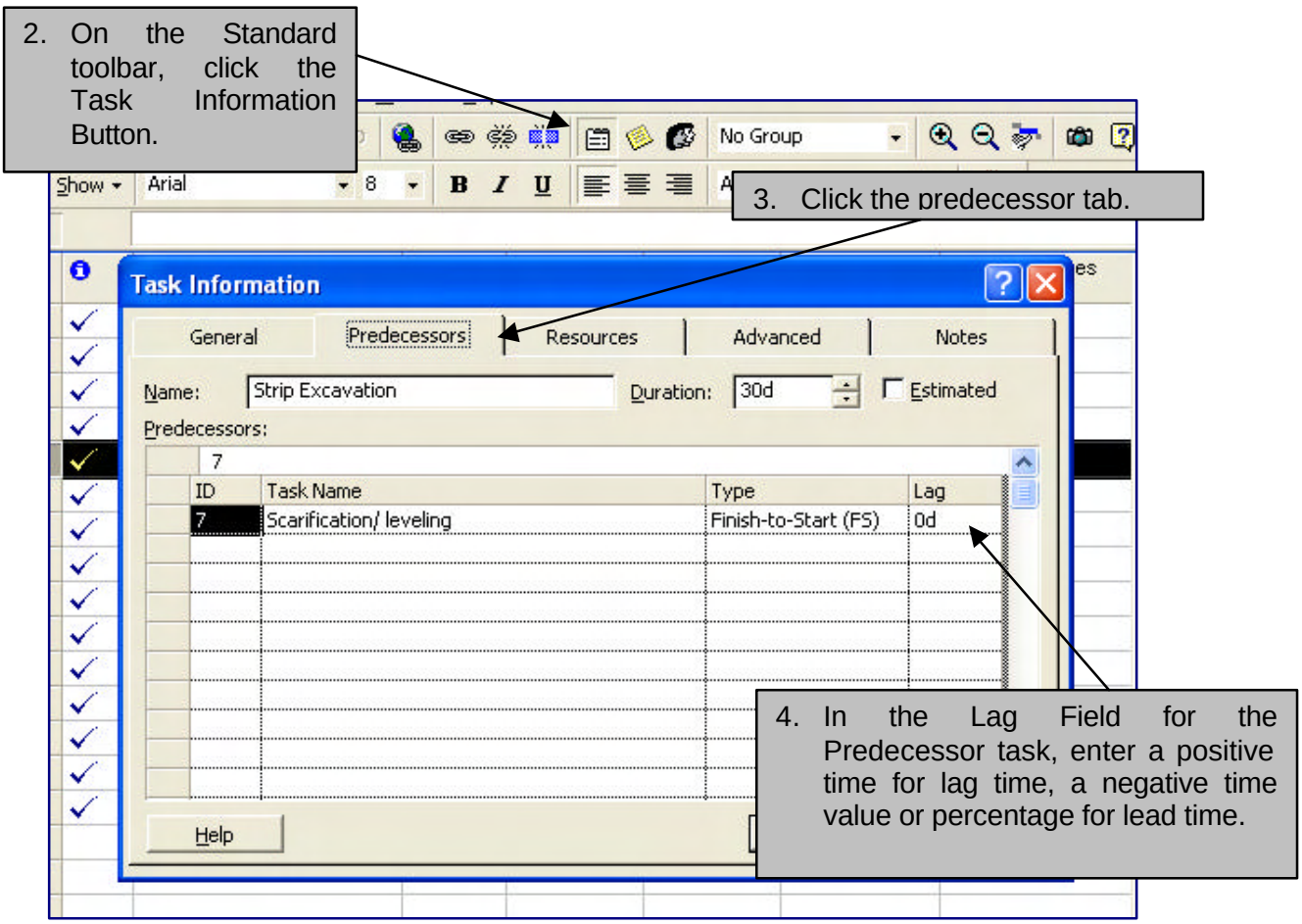
- In the Entry Table, select the successor task.
- On the Standard toolbar, click the **Task Information** Button
- At the **Task Information** click **Predecessor**.
- In the **Type** field for the predecessor task, select the type of relationship you want:



Finish-to-start (FS), Task (B) cannot start until task (A) finishes.
Start-to-start (SS), Task (B) cannot start until task (A) starts.
Finish-to-finish (FF), Task (B) cannot finish until task (A) finishes.
Start-to-finish (SF), Task (B) cannot finish until task (A) starts.

Entering Lead or Lag Time

- In the Entry Table, select the successor task.
- On the Standard toolbar, click the **Task Information** Button.
- Click the **Predecessor** tab.
- In the **Lag** field for the **Predecessor** task, enter a positive time for lag time, a negative time value or percentage for lead time.

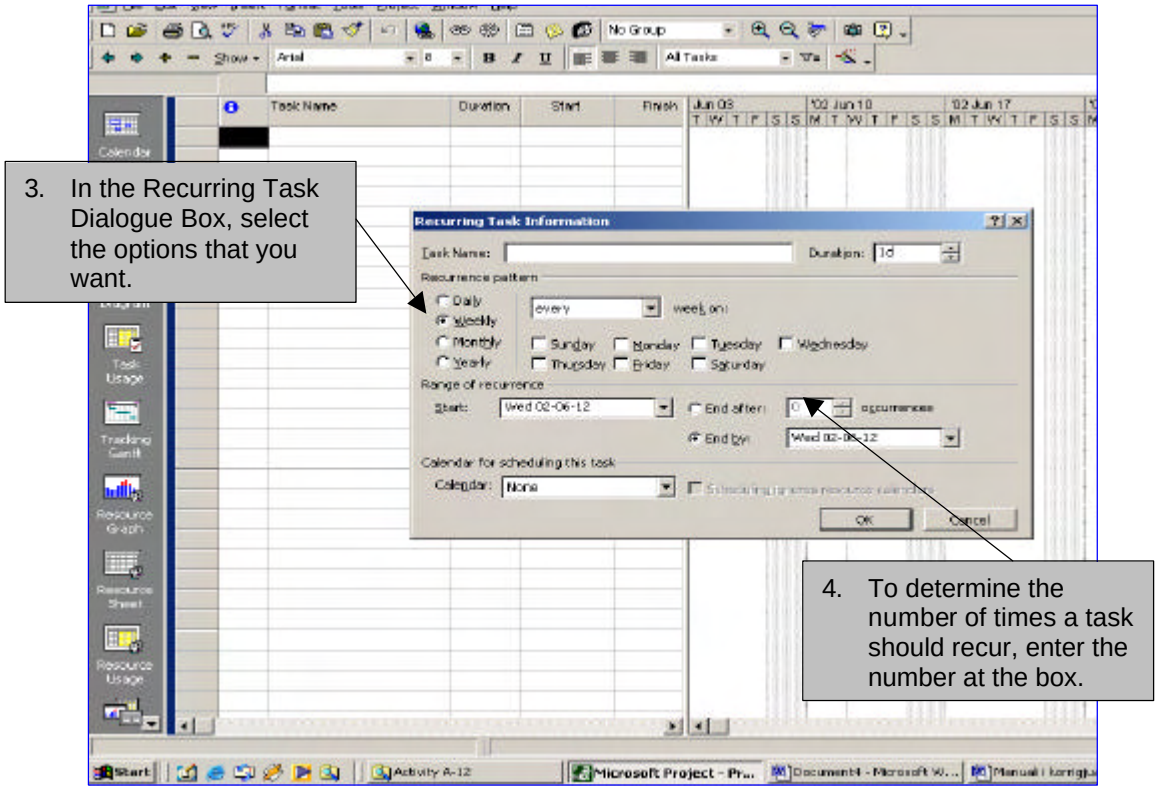


Creating a Recurring Task

- In the Entry Table, select the task above which you want to insert a recurring task.
- On the **Insert** Menu, click **Recurring Task**.
- In the **Recurring Task** Dialogue Box, select the options that you want:
- **Daily** - for tasks you want to recur every day;
- **Weekly** - for tasks you want to recur every week;
- **Monthly** - for tasks you want to recur every month;

(iv) **Yearly** - for tasks you want to recur every year.

- To determine the number of times a task should recur, enter the number at the box: **End After** **Occurrences.**



- Select the type of Calendar you to refer to: as (i) 24 hour; (ii) Night Shift; (iii) or Standard.

Applying a Start No Earlier Than Constraint on a Task

- In the Entry Table, select the task.
- In the **Start** field, type or select the start date you want.

Applying a Finish No Earlier Than Constraint on a Task

- In the Entry Table, select the task.
- In the **Finish** field, type or select the finish date you want.

Reorganizing Tasks

- Drag the task ID to a new location.

Entering a Deadline Date

- In the Entry Table, select the task.
- On the standard toolbar, select the **Task Information** Button.
- Click the **Advance Tab**

- In the **Deadline Box**, type or select the deadline date you want.

Viewing the Project's Critical Path

- On the View Menu, select More Views.
- In the More Views Dialogue Box, select Detail Gantt, and then click Apply.

To Filter

- On the **Project** Menu, point to **Filter For**: according to the type of information you want to get, you can click for filtering: All Tasks; Completed Tasks; Critical; Date Range; Incomplete Tasks; Milestones; Summary Tasks; Task Range; Task with estimated duration; Using resource; or More Filters.

Creating a Task's Notes

- In the Entry Table, Select a Task
- On the Standard toolbar, click the **Notes** Button.
- In the **Notes** box, type the contents of the note, click **OK.**

PART 3:

PRESENTING THE PROJECT'S INFORMATION

In this part, you use some of the many formatting tools in Microsoft project to change the way your data appears. MS Project includes powerful feature that allow you to organized and analyze data that otherwise would require such separated tools as a spreadsheet application.

Sorting Data in a View

- Switch to the view and table that you want to sort.
- On the **Project** Menu, click **Sort**, and then select the field by which you want to sort the view.
- To specify a custom sort, select **Sort By**, and then, in the **Sort** Dialogue Box, choose the options that you want.

Grouping Data in a View

- Switch to the view and table that you wish to group.
- On the **Project** Menu, click **Group By: No Group**, and then select the criteria by which you want to group the view. To specify different grouping options, select the **Customize** Group By, and then choose the options that you want in the Customize Group By Dialogue Box.

Drawing Text Boxes or Other objects on the Gantt Chart

- On the **View Menu**, click **Toolbars**, and then select **Drawing**.
- On the **Drawing Toolbar**, click the object you want to draw, and then draw it on the chart portion of the **Gantt Chart** View.
- To set the options for the drawn object (for example, to link it to one end of a Gantt Bar), double-click the object's border, and choose the options you want in the **Format • Drawing** Dialogue Box.

Printing a Predefined Report

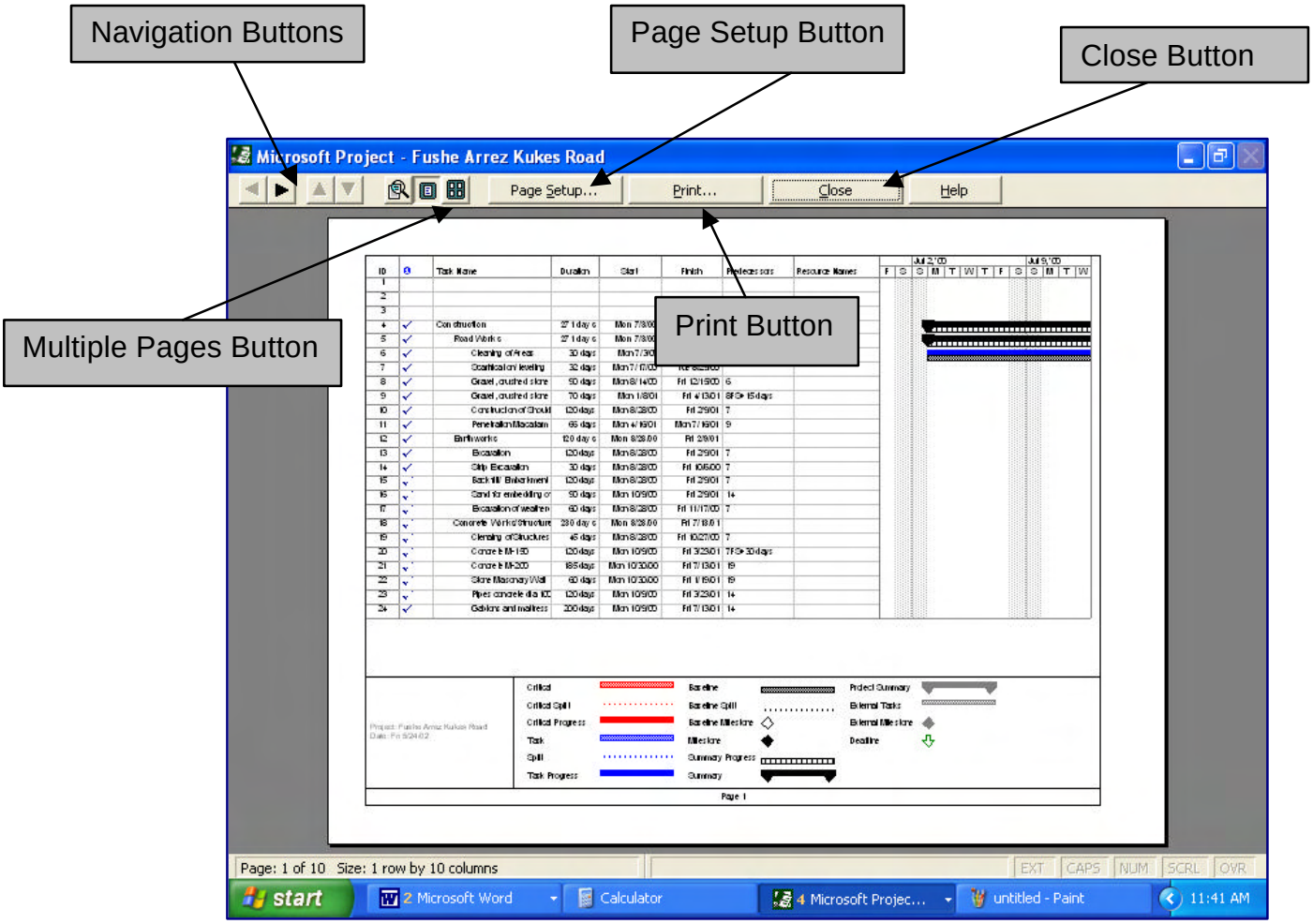
- On the **View menu**, click **Reports**.
- In the **Reports** Dialogue Box, select the category of the report that you want, and then click **Select**.
- In the **Dialogue** box that appears next, select the specific report that you want to print, and click **Select**.
- In the **Print Preview** window, select the options that you want.

Working in the Print Preview Window

- On the File menu click **Print Preview**.

- Do one of the Following:

- To navigate between pages of a multi-page print job, click a **page navigation** button.
- To zoom out to see all the pages of a print job, click the **multiple pages** button.
- To change page set-up options such as **header** or **legend** text, click the **Page Setup** button and choose the options you want.
- To display the **Print Dialogue** Box and set other options or to print what you see in the Print Preview Window, click the **Print** Button.
- To Exit the **Print Preview** Window, click **Close**.



Copying Text from a MS Project Table to the Windows Clipboard

· Set up the table to display only the data you want to copy – for example, apply a filter or insert or hide columns.
- Select the range r data you want to copy.
- On the **Edit menu**, click **Copy**.

Copying a Snapshot of a view to the Window's Clipboard

- Set up the view with the specific details (such as tables, filters, or groups) you want.
- On the Standard toolbar, click **Copy Picture.**
- In the **Copy Picture** Dialogue box, click either for Screen, to optimize the snapshot for on-line viewing, or for **Printer**, to optimize it for printing.
- Select whatever options you want, and then click **OK**.

PART 4: TRACKING PROGRESS AGAINST THE PLAN

When you've entered all of your project information and you're ready to start actual work, you can save a baseline of your project's information to compare with the actual progress of your project. Using a baseline, you can track the progress of your schedule so you can make the necessary corrections. For example, you can see which tasks started later than planned, how much work resources performed, and whether your budget's on track.

Saving a Project Baseline

- On the Tools menu, point to Tracking and click Save Baseline.
- In the Save Baseline Dialogue Box, select Save Baseline *(see pg. 19).*

Entering Percent Complete for a Task Using the Tracking Toolbar

- On the **View Menu**, point to **Toolbars** and click **Tracking.**
- In the **Task Name** Column, point to the task for which you want to record a percent complete.
- On the **Tracking toolbar**, click the button for 0%, 25%, 50%, 75%, or 100% Complete.

Entering Percent Complete for a Task Using the Task Information Dialogue Box

- In the **Task Name** Column, select the task for which you want to record a percent complete.
- On the **Standard** toolbar, click the **Task Information** button.
- In the **Task Information** dialogue box, click the **General Tab**.
- In the **Percent Complete** box, enter the value you want and click **OK**.

Entering an Actual Duration

- In the **Task Name** column, select the task for which you want to record an actual duration.
- On the **Tracking** toolbar, click the **Update Task** Button
- In the **Update Tasks** dialogue box, enter the value you want in the **Actual Dur**: box and click **OK**.

To Display the Earned Value Table

- On the **View Menu**, point to **Table** and click **More Tables**. The More Tables Dialogue Box appears.
- In the Tables list, select **Earned Value** and click **Apply**.

Terms to Know in MS Project

Assignment The matching of a work resource to a task to do work. A material resource may be assigned to a task, but this type of assignment has no effect on the work planned.

Accrual The method by which the project incurs the cost of the task or a resource. The three types of accrual are start, prorated, and end.

Actuals Project work completed and recorded in a Microsoft Project file**.** Prior to recording actuals, the project plan contains scheduled or planned information. Comparing planned versus actual project information helps the project manager better control project execution.

ACWP The actual cost of the work performed. In earned value analysis, this is the actual cost of tasks that have been completed (or portion completed of each) by the status date.

Baseline The original project plan, saved for later comparison. The baseline includes the planned start and finish dates of tasks and assignments, and their planned cost. Each Microsoft Project file can have at most one baseline.

BCWP Baseline cost of work performed. In earned value analysis, this is the budgeted cost of tasks that have been completed (r portion completed of each) by the status date. BCWP also is called earned value, as it represents the value earned in the project by the status date.

BCWS The budgeted cost of work scheduled. In earned value analysis, this is the portion of the project's budget that is scheduled to have been spent by the status date.

Calendar Settings that define the working time for a project, resources, and tasks.

Constraint A restriction, such as Must Start On or Finish No Later Than, that you can place on a task's start or finish date.

Copy Picture The feature that allows you to copy images and create snapshots of a view.

Cost All the resources required to carry out the project, including people and equipment who complete the work and the materials they use as they complete the work. Cost is one side of the project triangle model.

CPI The cost performance index. In earned value analysis, this is the ratio of budgeted to actual cost. (CPI = BCWP/ACWP)

Critical Path A series of tasks that will push out the project's end date if they are delayed.

CV Cost variance. In earned value analysis, the difference between budgeted and actual cost (CV = BCWP – ACWP).

Deadline A date value that you can enter for a task that indicates the latest date by which you want the task to be completed. The benefit of entering deadline dates is that they do not constrain tasks.

Deliverable The final product or service you intend the project to create.

Dependency A link between a predecessor and task and a successor task. A dependency controls the start or finish of one task relative to the start or finish of the other task. The most common dependency is finish-to-start, in which the finish date of the predecessor task determines the start date of the successor task.

Destination Program When exchanging data between Microsoft Project and another program, the program into which the data is placed.

Duration The length of working time you expect it will take to complete a task.

Earned Value Analysis A sophisticated form of project performance analysis that focuses on the schedule and budget performance as compared to baseline plans.
Entry Table The grid in the left side of the default Gantt chart view.

Field The lowest-level type of information about a task, resource, or assignment; also called a cell.

Filter A way to see or highlight only the task or resource information in a table that meets the criteria you choose.

Fixed Cost A set amount of money budgeted for a task. The amount is independent of resource cost and the task's duration.

Flexible Constraint A constraint type that gives Microsoft Project the flexibility to change the start and finish dates (but not the duration) of a task. ASAP and ALAP are both flexible constraints.

Free Slack The amount of time that a task can be delayed without delaying the start date of a successor task.

Group A way to reorder task or resource information in a table and to display summary values for each group. You can specify up to three nested levels of groups. (The term "group" is also used to refer to the Resource Group field, which is unrelated.)

Inflexible Constraint A constraint type that forces a task to begin or end on a certain date. Must Start On and Must Finish On are both inflexible constraints.

Lag Time A delay between tasks that have a relationship. For example, lag time causes the successor task in a finish-to-start relationship to begin some time after its predecessor task concludes.

Lead Time An overlap between tasks that have a relationship. For example, lead time causes the successor task in a finish-to-start relationship to begin before its predecessor task concludes. In the Microsoft Project interface, you enter lead time as negative lag time.

Link A logical representation between tasks that controls sequence and dependency. In the Gantt chart and Network Diagram views, links appear as lines between tasks.

Milestone A significant event that may be reached within the project or imposed upon the project. In Microsoft Project, milestones are normally represented as tasks with zero duration.

Note Any information (including linked or embedded files) that you wish to associate with a task, resource, or an assignment.

Phase A sequence of tasks that represent a major portion of the project's work. In Microsoft Project, phases are represented by summary tasks.

Planning The initial major phase of project management work. Planning includes all the work n developing a project schedule, up to the point where the tracking of the actual work begins.

Predecessor A task whose start or end date determines the start or finish of another task or tasks, called successor tasks.

Product Scope The quality, features, and functions (often called specifications) of the deliverable of the project.

Progress Bar A graphic representation in a Gantt Chart view that shows haw much of a task has been completed.

Project A temporary endeavor undertaken to create a unique product or service.

Project Scope The work that is required to produce a deliverable with the agreed-upon quality, features, and functions.

Project Summary Task The top-level task of any single project. The project summary task is automatically generated by Microsoft Project, and displayed through the View Tab of the options dialogue box, which is available by selecting the Options command on the Tools menu. The Project Summary Task summarizes the duration, work, and costs of the entire project, and has a task ID of 0.

Project Triangle A popular model of project management in which time, cost, and scope are represented as the three sides of a triangle. A change to one of the sides will have an effect on at least one of the other two sides. The model has many variations.

Recurring Task A task that repeats itself at established intervals. You can create a recurring task that repeats itself for a fixed number of times, or ends by a certain date.

Relationship The type of dependency between two tasks, visually represented by a link line. The types of relationships include finish-to-start, start-to-start, finish-to-finish, and start-to-finish.

Report A format designed for printing. Microsoft Project includes several predefined reports, each focusing on specific aspects of your project data. You can also define your own reports.

Resources People, equipment, and material (and the associated cost of each) required to complete the work of the project.

Risk Any event that decreases the likelihood of completing the project on time, within budget, and to specification.

Semi-flexible Constraint A constraint type that gives Microsoft Project the flexibility to change the start and finish dates (but not the duration) of a task within one date boundary. Start No Earlier Than, Start No Later Than, Finish No Earlier Than, and Finish No Later Than are all semi-flexible constraints.

Sequence The chronological order in which tasks occur. A sequence is ordered from left to right in most views that include a time scale, for example, the Gantt Chart view.

Scope The products or services to be provided by the project and the work required to deliver them. For project planning, it's useful to distinguish between product scope and project scope. Scope is one side of the project triangle.

Slack The amount of time that a task can be delayed without the start date of a successor task (free slack) or the project end date (total slack).

SPI The schedule performance index. In earned value analysis, this is the ratio of performed to scheduled work (SPI = BCWP/BCWS).

Sort A way of ordering task or resource information in a view by the criteria you choose.

Source Program When exchanging data between Microsoft Project and another program, the program in which the data originally resides.

Sponsor An individual or organization that provides financial support and champions the project team with the larger organization.

Status Date The date you specify (not necessarily the current date) that determines how Microsoft Project calculates earned value numbers.

Successor A task whose start or finish date is determined by another task or tasks, called predecessor tasks.

Summary Task A task that is made up of and summarizes the subtasks below it. In Microsoft Project, phases of project work are represented by summary task.

SV The Schedule Variance. In earned value analysis, this is the difference between the current progress and the baseline plan (SV = BCWP – BCWS).

Table A spreadsheet-like presentation of project data, organized into vertical columns and horizontal rows. Each column represents one of many fields in Microsoft Project, and each row represents a single task or resource.

Task A representation of the work required to complete part of a project.

Task ID A unique number that Microsoft Project assigns to each task in a project. In the Entry Table, the Task ID appears in the far left column.

Time The scheduled durations of individual tasks and of the overall project; the schedule. Time is one side of the project triangle.

Total Slack The amount of time that a task can be delayed without delaying the project end date.

Tracking The second major phase of the project management work. Racking includes all the collecting, entering, and analyzing of actual project performance values such as work on task and actual durations.

Variance Any deviation of the scheduled or actual project plan's schedule and budget information and baseline plan.

View The format in which data is represented in Microsoft Project. There are three categories of views: charts, sheets, and forms.

Evaluation

Microsoft Project 2000

July, 2002
Tirana, Albania

Part 1. Workshop Content and Structure

I. Workshop Topics

Please circle the number that best represents the usefulness of each topic.

	Poor	Adequate	Good	Very Good	Excellent
Session 1: Introduction to MS Project	1	2	3	4	5
Session 2: Preparing a project with MS Project	1	2	3	4	5
Session 3: Fine Tuning Task Details	1	2	3	4	5
Session 4: Presenting MS Project Information	1	2	3	4	5
Session 5: Tracking Progress Against the Plan	1	2	3	4	5

II. Instructional Methods

Please circle the number that best represents the usefulness of the instructional methods.

	Poor	Adequate	Good	Very Good	Excellent
Presentations by instructors / trainers	1	2	3	4	5
Exercises	1	2	3	4	5
Course materials, handouts	1	2	3	4	5
Questions and answer periods (formal and	1	2	3	4	5

III. LOGISTICAL SUPPORT

Please circle the number that best represents the quality of the logistical support.

	Poor	Adequate	Helpful	Very Helpful	Excellent
General information	1	2	3	4	5
Briefing / orientation	1	2	3	4	5
Booz-Allen Support staff	1	2	3	4	5

Part 2. Program Scope and Content		
What were your training / workshop goals? The aim was to get familiar with MS Project in order to use this program for our future project		
Were your goals fulfilled? If **Yes**, please explain how each goal was fulfilled. If **No**, please explain why not? Partly, because it was a short time, however, it was very intensive.	**Yes**	**No**
Did you acquire new skills or knowledge through this program? If **Yes**, please describe. *Yes, because we were introduced to new program, which will be useful for our work, in order to be effective in our project*	**Yes**	**No**
Will you be able to use this new knowledge in your current responsibilities? If **Yes**, please explain how you will use this new knowledge. If **No**, explain why you will not be able to use knowledge when you return to your responsibilities. Yes, because we were able to profit the majority of the Program	**Yes**	**No**
What was the most beneficial part of your program? **Please describe**. **Exercises**		
Would you make any changes to the program? **Please explain**. ***NO***		
Additional comments. ***YOU WERE A EXCELLENT STAFF***		
Thank you for your time in completing the evaluation!		

Evaluation

Microsoft Project 2000

July, 2002
Tirana, Albania

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Please circle the number that best represents the usefulness of each topic.

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Please circle the number that best represents the quality of the logistical support.

	Poor	Adequate	Helpful	Very Helpful	Excellent
General information	1	2	3	4	5
Briefing / orientation	1	2	3	4	5
Booz-Allen Support staff	1	2	3	4	5

Part 2. Program Scope and Content		
What were your training / workshop goals?		
Were your goals fulfilled? If **Yes**, please explain how each goal was fulfilled. If **No**, please explain why not? *Yes*	**Yes**	**No**
Did you acquire new skills or knowledge through this program? If **Yes**, please describe. *We extended our knowledge with the MS Project 200*	**YES**	**No**
Will you be able to use this new knowledge in your current responsibilities? If **Yes**, please explain how you will use this new knowledge. If **No**, explain why you will not be able to use knowledge when you return to your responsibilities. *The knowledge that we were got, we will use with our work projects in the future.*	**Yes**	**No**
What was the most beneficial part of your program? **Please describe**. **Exercises**		
Would you make any changes to the program? **Please explain**. ***No***		
Additional comments. ***No***		
Thank you for your time in completing the evaluation!		

Evaluation

Microsoft Project 2000

July, 2002
Tirana, Albania

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General information	1	2	3	4	5
Briefing / orientation	1	2	3	4	5
Booz-Allen Support staff	1	2	3	4	5

Part 2. Program Scope and Content		
What were your training / workshop goals? *The goal of this training was, haw to manage a project.*		
Were your goals fulfilled? If **Yes**, please explain how each goal was fulfilled. If **No**, please explain why not? *Excellent*	**Yes**	**No**
Did you acquire new skills or knowledge through this program? If **Yes**, please describe.	**Yes**	**No**
Will you be able to use this new knowledge in your current responsibilities? If **Yes**, please explain how you will use this new knowledge. If **No**, explain why you will not be able to use knowledge when you return to your responsibilities. *By learning more and more every one will profit by this program.*	**Yes**	**No**
What was the most beneficial part of your program? **Please describe**. **No**		
Would you make any changes to the program? **Please explain**.		
Additional comments. *Thank You very much.*		
Thank you for your time in completing the evaluation!		

Evaluation

Microsoft Project 2000

July, 2002
Tirana, Albania

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General information	1	2	3	4	5
Briefing / orientation	1	2	3	4	5
Booz-Allen Support staff	1	2	3	4	5

Part 2. Program Scope and Content		
What were your training / workshop goals?		
Were your goals fulfilled? If **Yes**, please explain how each goal was fulfilled. If **No**, please explain why not?	**Yes**	**No**
Did you acquire new skills or knowledge through this program? If **Yes**, please describe. *Yes, we learned new knowledge from this program.*	**Yes**	**No**
Will you be able to use this new knowledge in your current responsibilities? If **Yes**, please explain how you will use this new knowledge. If **No**, explain why you will not be able to use knowledge when you return to your responsibilities. *The program was explained clear.*	**Yes**	**No**
What was the most beneficial part of your program? **Please describe**. *Every think*		
Would you make any changes to the program? **Please explain**. ***No***		
Additional comments. *No*		
Thank you for your time in completing the evaluation!		

Evaluation

Microsoft Project 2000

July, 2002
Tirana, Albania

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Please circle the number that best represents the usefulness of each topic.

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Session 5: Tracking Progress Against the Plan	1	2	3	4	5

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Exercises	1	2	3	4	5
Course materials, handouts	1	2	3	4	5
Questions and answer periods (formal and	1	2	3	4	5

III. LOGISTICAL SUPPORT

Please circle the number that best represents the quality of the logistical support.

	Poor	Adequate	Helpful	Very Helpful	Excellent
General information	1	2	3	4	5
Briefing/orientation	1	2	3	4	5
Booz-Allen Support staff	1	2	3	4	5

Part 2. Program Scope and Content		
What were your training / workshop goals? ***INTRODUCTION TO THE MS PROJECT***		
Were your goals fulfilled? If **Yes**, please explain how each goal was fulfilled. If **No**, please explain why not?	**Yes**	**No**
Did you acquire new skills or knowledge through this program? If **Yes**, please describe.	**Yes**	**No**
Will you be able to use this new knowledge in your current responsibilities? If **Yes**, please explain how you will use this new knowledge. If **No**, explain why you will not be able to use knowledge when you return to your responsibilities. *I will use this program for monitoring the project implementation.*	**Yes**	**No**
What was the most beneficial part of your program? **Please describe**. *The most beneficial part was the practical one.*		
Would you make any changes to the program? **Please explain**. ***NO***		
Additional comments.		
Thank you for your time in completing the evaluation!		

Evaluation

Microsoft Project 2000

July, 2002
Tirana, Albania

Part 1. Workshop Content and Structure

I. Workshop Topics

Please circle the number that best represents the usefulness of each topic.

	Poor	Adequate	Good	Very Good	Excellent
Session 1: Introduction to MS Project	1	2	3	4	5
Session 2: Preparing a project with MS Project	1	2	3	4	5
Session 3: Fine Tuning Task Details	1	2	3	4	5
Session 4: Presenting MS Project Information	1	2	3	4	5
Session 5: Tracking Progress Against the Plan	1	2	3	4	5

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Please circle the number that best represents the usefulness of the instructional methods.

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Presentations by instructors / trainers	1	2	3	4	5
Exercises	1	2	3	4	5
Course materials, handouts	1	2	3	4	5
Questions and answer periods (formal and	1	2	3	4	5

III. LOGISTICAL SUPPORT

Please circle the number that best represents the quality of the logistical support.

	Poor	Adequate	Helpful	Very Helpful	Excellent
General information	1	2	3	4	5
Briefing / orientation	1	2	3	4	5
Booz-Allen Support staff	1	2	3	4	5

Part 2. Program Scope and Content		
What were your training / workshop goals? ***THE TRAINING WAS VERY USEFUL***		
Were your goals fulfilled? If **Yes**, please explain how each goal was fulfilled. If **No**, please explain why not? **We program was introduced**	**Yes**	**No**
Did you acquire new skills or knowledge through this program? If **Yes**, please describe.	**Yes**	**No**
Will you be able to use this new knowledge in your current responsibilities? If **Yes**, please explain how you will use this new knowledge. If **No**, explain why you will not be able to use knowledge when you return to your responsibilities. *My opinion is that this program is efficient to use at the concrete cases of DPAC.*	**Yes**	**No**
What was the most beneficial part of your program? **Please describe**. **The practical**		
Would you make any changes to the program? **Please explain**. ***NO***		
Additional comments. *We would like to organize trainings like this in the future.*		
Thank you for your time in completing the evaluation!		

TRAINING

TITLE: Microsoft Project 2000

DATE: *July 11, 2002*

VENUE: *General Directorate of Civil Aviation*

PARTICIPANT'S NUMBER: _____

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PAPENBURG
CONTRACTORS

TRAINING

TITLE: Microsoft Project 2000

DATE: August 06, 2002

VENUE: Lezha

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LOTTI & ASSOCIATI

TRAINING

TITLE: Microsoft Project 2000

DATE: August 07, 2002

VENUE: Lezha

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5.	Francesco Rosati	RES ENG LEZHA-SHK ROAD	0682021269
6.			
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TRAINING OF QUKËS – QAFË THANË SUPERVISION TEAM

TITLE: MS Project

DATE: September 11, 2002

VENUE: Qafë Thanë

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TRAINING

TITLE: Strengthening of the Project Management through the use Microsoft Project Software.

DATE: May 17 and 20, 2002

VENUE: INTECH + Rr. "Perlat Rexhepi", Pall. TECHNOPROJEKTIT, 10/5, Tirane

PARTICIPANT'S NUMBER: _____

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TRAINING

TITLE: Strengthening of the Project Management through the use Microsoft Project Software.

DATE: ~~May 17 and 20, 2002~~ MAY 18, 2002

VENUE: INTECH + Rr. "Perlat Rexhepi", Pall. TECHNOPROJEKTIT, 10/5, Tirane

PARTICIPANT'S NUMBER: _____

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TRAINING

TITLE: Strengthening of the Project Management through the use Microsoft Project Software.

DATE: May 19 and 20, 2002

VENUE: INTECH + Rr. "Perlat Rexhepi", Pall. TECHNOPROJEKTIT, 10/5, Tirane

PARTICIPANT'S NUMBER: _____

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5.	Tenka Braço	RIP	0382221152
6.	Veronika Çuri	MS	2259-82
7.	Fiorella Çelu	MTTTAC	247604
8.	Sadetin Lumani	MRRTXT	256089
9.	Juliana Buzi	RIP	0382132071
10.	Brunilda Gjika	Minist. Transportit	0382416909
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Appendix III

Step-by-Step Manual for the Operation of the Infrastructure Monitoring Unit 2002

U.S. Agency for International Development

RIP - ALBANIA

Balkans Regional Infrastructure Program for Water and Transport

STEP-BY-STEP MANUAL FOR THE IMU 2002

December 2002

Booz | Allen | Hamilton

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INTRODUCTION

In recognition of the need to improve infrastructure project management and reporting, RlP assisted with the preparation of the software named IMU 2002 which aims to generate Executive Summary Reports for infrastructure projects. The software objective is to provide brief, accurate and timely information for decision makers so that quickly, they can see how each project is performing and can take either corrective or preventive measures.

This software will help users in the ministries of Transport (MTT), Territorial Adjustment (MAT&T) and Economy (ME) to see basic project information related to the contract, financial position, project objectives and description, technical project components, issues and recommendations, and via indicators, the general project performance.

The software was installed in the respective PCOs at MTT, MTA&T and the IMU at ME. Each PCO should be able to produce a report related to their respective sector and the IMU at the ME can combine them. To run the software, a standard PC is sufficient. In the program, each user is identified by name and password.

The manual presented here explains how to enter information and how to keep track of projects. Three main parts compose the software: information provided through Base Data2; information on Projects and information on Disbursement.

Base Data. The specialists in the respective ministry can enter information according to the Ministry; can select the Donor; choose the specifications for the Sector and Sub-sector; can select the Stability Pact Classification; can enter information on Programs and Components; and on Objects and Objects Components.
Projects. Information can be entered on General Data; Description; project Financial Data; on Contractors; on Project Fiche; and ESR.
Disbursement. Information can be entered on different disbursement: Domestic; Contractor; Donor; Progress; and Financial Data. The specialists can update the information according to information received from the project implementation entities.

The Manual is organized in four sections and three appendixes. The sections are organized as follows.

Section 1 provides the concepts how to work with the software.
Section 2 describes the commands to enter and update information through Base Data
Section 3 explains the way to enter and update information through Projects
Section 4 provides the way to enter and update Information on Disbursements

2 *The words in bold refer to software commands*

The three appendices are organized as follows.
Appendix 1, includes the list of Donors Code.
Appendix 2 contains the List of currencies.
Appendix 3 contains the List of Codes and their respective Sectors, Sub-Sectors, and specifications within Sub-Sector.

The software was prepared in English and provides clear and complete message for different situations that the user can face. RIP in collaboration with the programmer prepared the IMU 2002 Step-by-Step Manual to document the software developed and help the users with the operation of this it.

SECTION 1. CONCEPTS TO UNDERSTAND TO WORK WITH THE SOFTWARE

1.1 Object

From the software point of view, the Albanian Government needs for investments could be expressed as objects and sub – objects.

1.2 Program

A program represents the financial agreement between the Government of Albania and a foreign Government or an international donor to finance interventions in Albania. The financial program might have more than one component and it could be expressed in more than one currency.

1.3 Projects

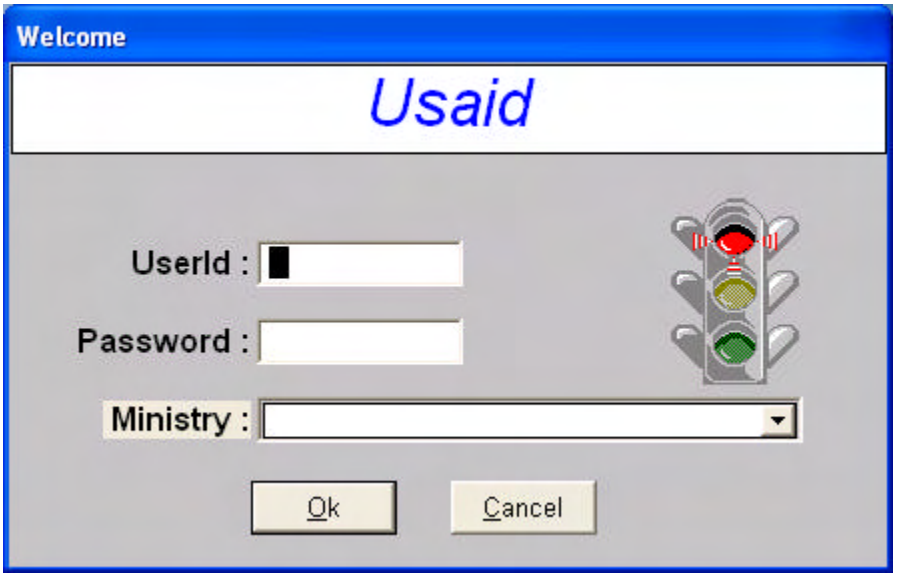
A project is a set of activities with a starting and an estimated completion date to solve the needs identified by a sub – object. Projects could use financial support from one or more components of one or more programs.

1.4 Activities

Activities are how a project is broken down to implement it and to follow up its progress. Activities can be further divided into tasks and subtasks.

1.5 Starting the software

To start the software click at USAID icon. The *"Usaid"* window will appear. At *"Userld"* box write the user's name *"admin"*. At the box *"Password"* type the word *"admin"*, then click *"OK"*.



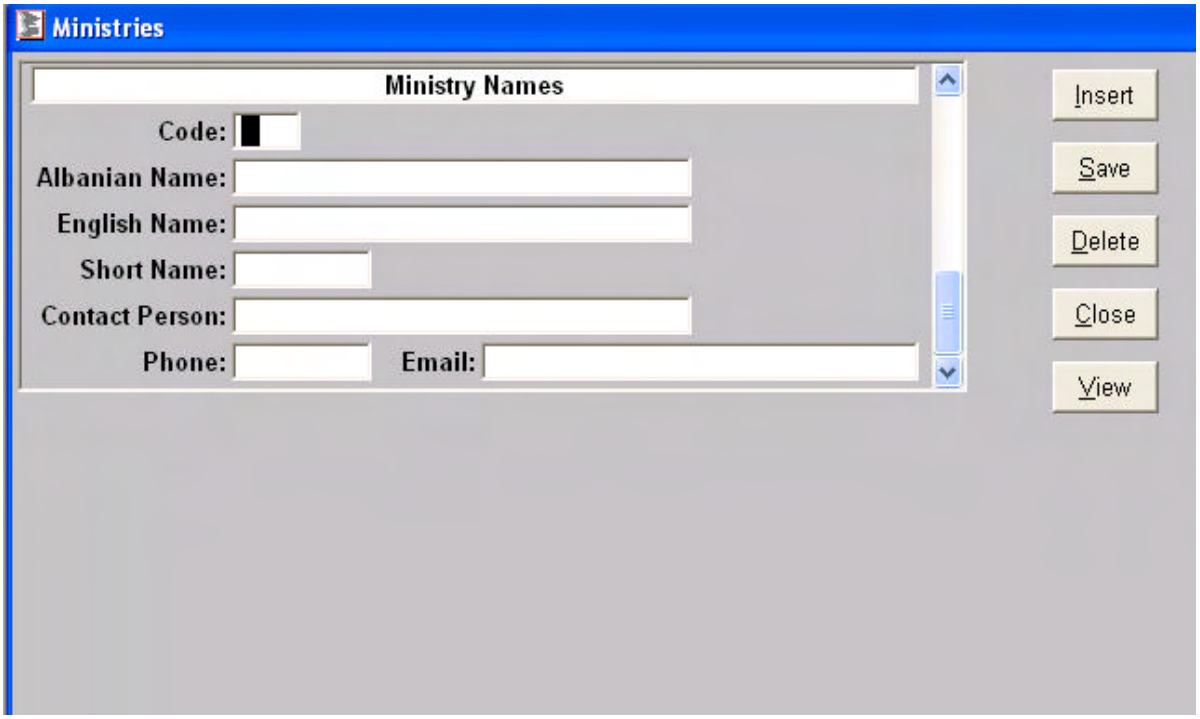
The first window will appear, and you can start entering the following information:

SECTION 2. INFORMATION PROVIDED THROUGH "BASE DATA"

Go to "Base Data**", and a small window will appear with the following:** "Objects and Components", "Programs and Components", "Sectors and Sub-sectors", "Donors", "Ministries", "Stability Pact Classification", Currency", "Exchange Rate"**. You can enter information in each respective window as in the following:**

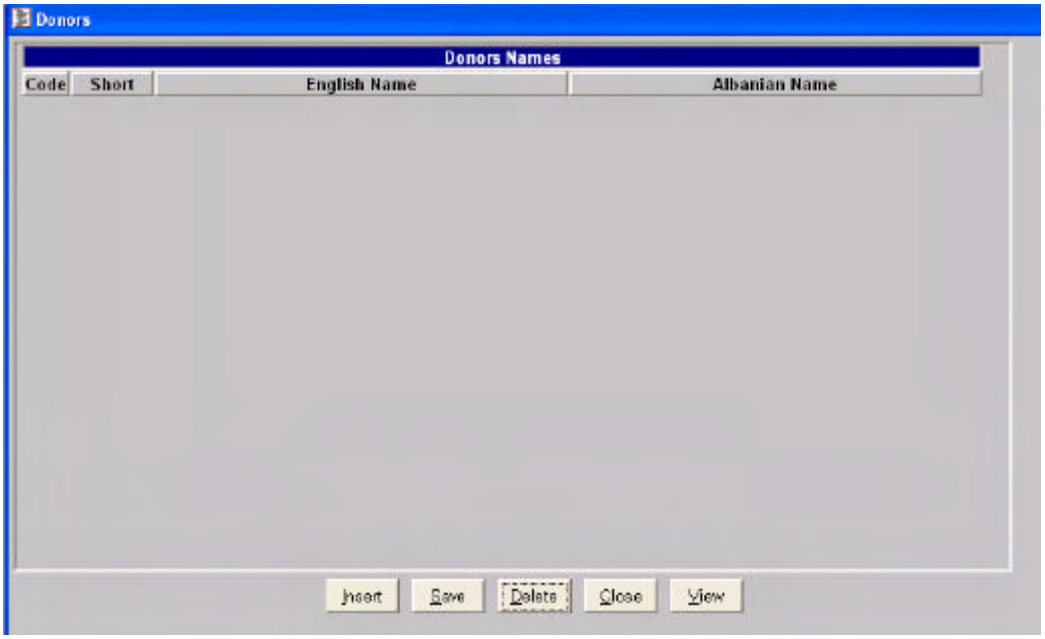
2.1 Information on "Ministries:"

Click *"Base Data"* and then click *"Ministries"*. Fill in the code; considering that 1 is the code for the Ministry of Transport and Telecommunication and 2 is the code for the Ministry of Territorial Adjustment and Tourism. Any other Ministry that will use this software, should refer to the IMU Director of the Ministry of Economy to get a new code number. To enter the required data in this page click *"Insert"* and write the code as a number. Fill in the Albanian Name of the respective Ministry, then the English name. Enter the short name (as an abbreviation) of your ministry, then enter the name of the contact person, his/her phone number and e-mail address. To save the data you have entered, click *"Save"*, and to delete click *"Delete"*, to close this window click *"Close"*, and to view the data you have entered into a bigger view click *"View"*. Select *"Language"* in one of the two options: English or Albanian. If you want to enter data for another ministry repeat the same steps starting from *"Insert"*.



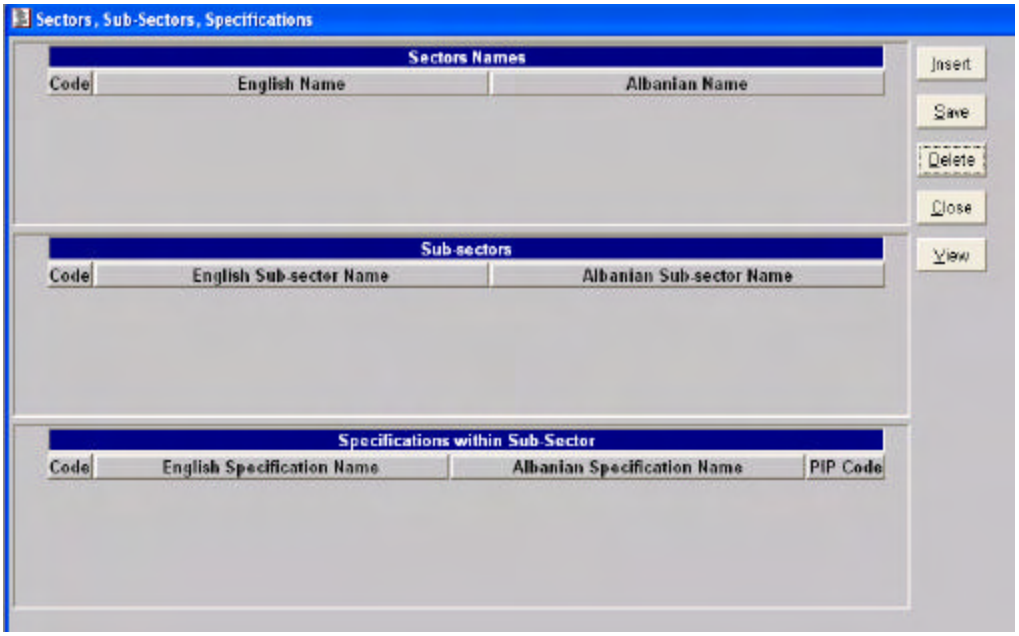
2.2 Information on "Donors"

You can enter information on donor's code, and donor's name in English and Albanian for an unlimited number of donors. The list of donor's code is provided at the Appendix Nr.1. For any other donor that is not included in the list, you should refer to the IMU Director of the Ministry of Economy to get a new code number. Go to base data and click *"Donors"*. The keys *"Insert"*, *"Save"*, *"Delete"*, *Close"*, and *"View"* have the same function as above.



2.3 Information on "Sectors and Sub-sectors"

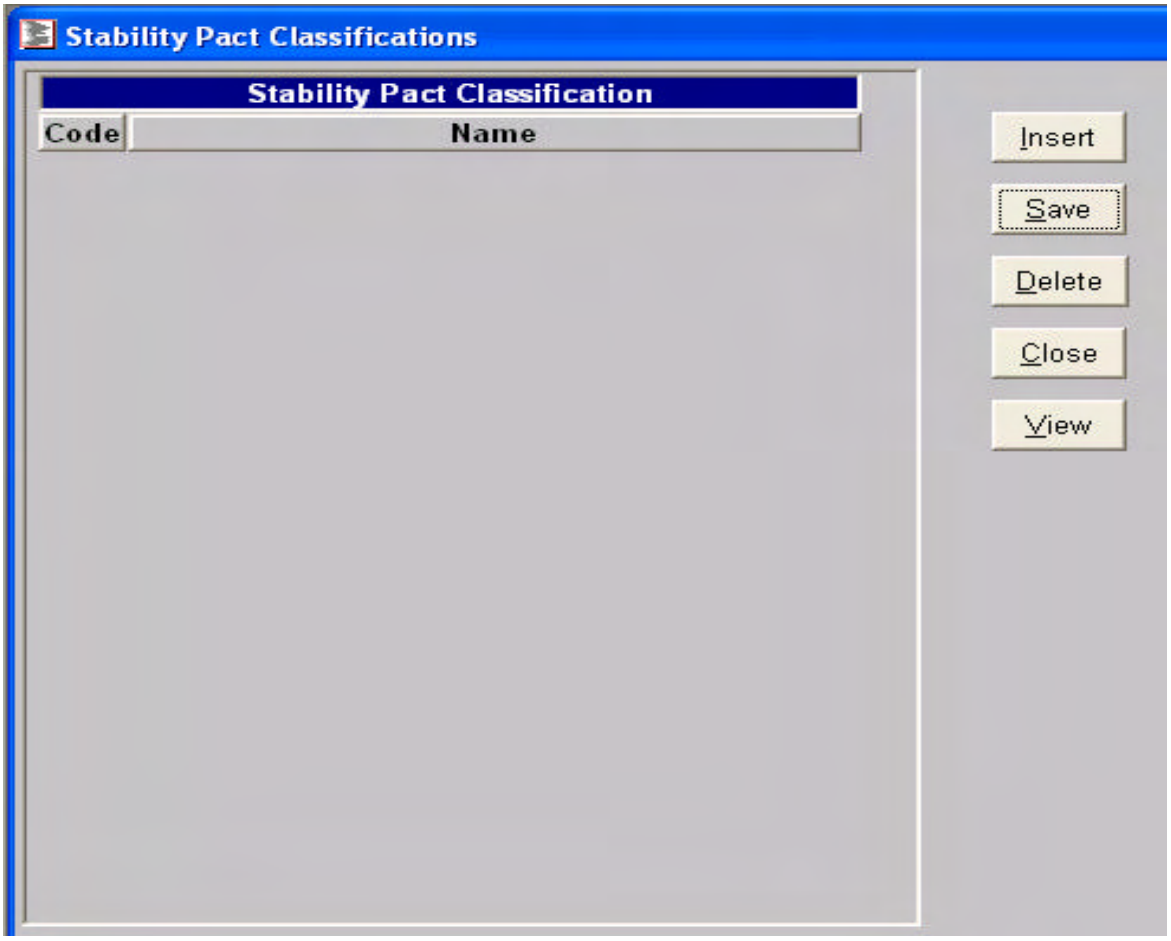
You can enter information on sectors name, sub-sectors name and specifications within sub-sectors both in English and Albanian. For any other sector or sub-sector that is not included in the list, you should refer to the IMU Director of the Ministry of Economy to get a new code number. Go to base data and click *"Sectors and Sub-sectors"*. The keys *"Insert"*, *"Save"*, *"Delete"*, *Close"*, and *"View"* have the same function as above.



This Classification is presented in the Appendix No. 3

2.4 Information on "Stability Pact Classification".

Provides opportunity to enter project data based on their classification under the Stability Pact. You can enter project's code and name. To get a code number, you should refer to the IMU Director of the Ministry of Economy. The keys *"Insert"*, *"Save"*, *"Delete"*, *Close"*, and *"View"* have the same function as above.



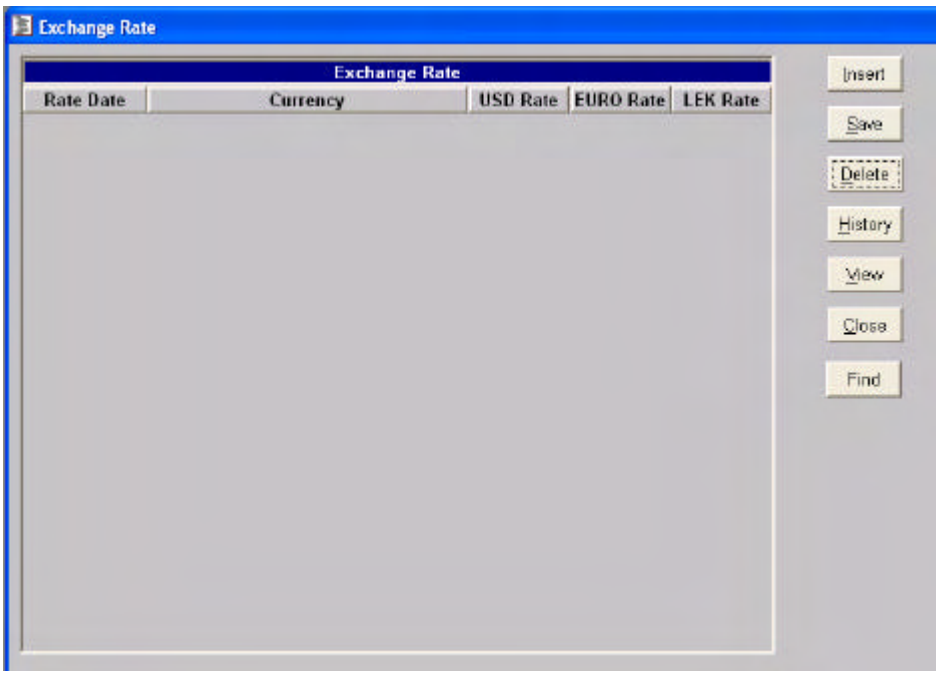
2.5 Information on "Currency"

Provides information on Currency Name, its abbreviation and respective code. The keys *"Insert"*, *"Save"*, *"Delete"*, *Close"*, and *"View"* have the same function as above. The Code, Currency name and its abbreviation are shown in the Appendix 2.

2.6 Information on "Exchange Rate"

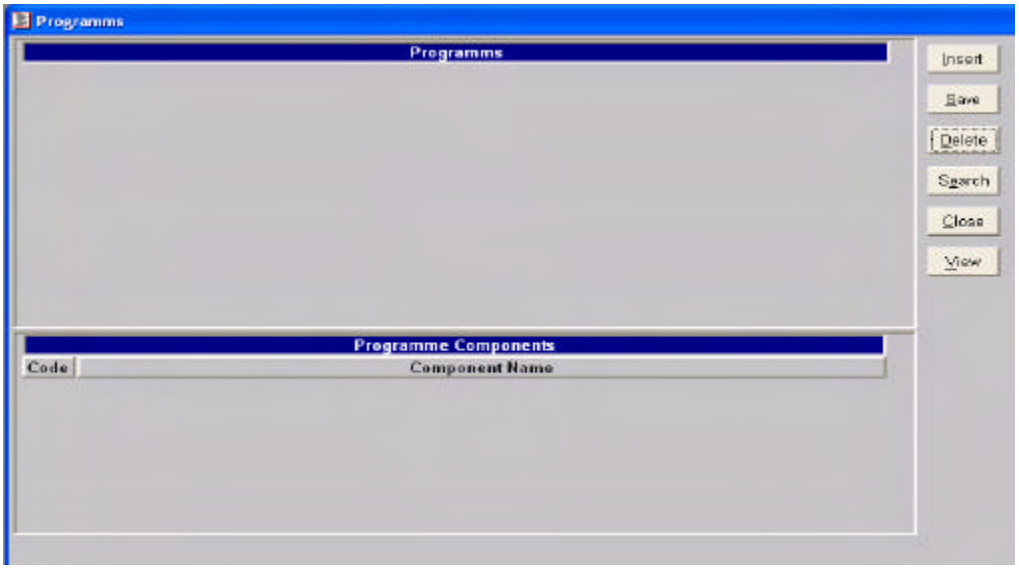
Provides information on the date of exchange rate considered as reference, on currency that you can select, and information on exchange rate of a certain currency into US$, EURO, and LEKE. To reach the desired results, you need to change time following these steps: Go to *"Program Control Panel"*, click *"Regional and Language"* options, then *"Customize"*, click

"Date" and type the date according to the option *"DD/MM/YY"*. The keys *"Insert"*, *"Save"*, *"Delete"*, *Close"*, and *"View"* have the same function as above. In addition, there are two other keys: *"History"* and *"Find"*. The Key *"History"* shows exchange rate of a certain date selected by you, and a certain currency rate to USD and EURO. The key *"Find"* serves to find the exchange rate according to a certain date in English or Albanian by selecting at the *"Language"* box.



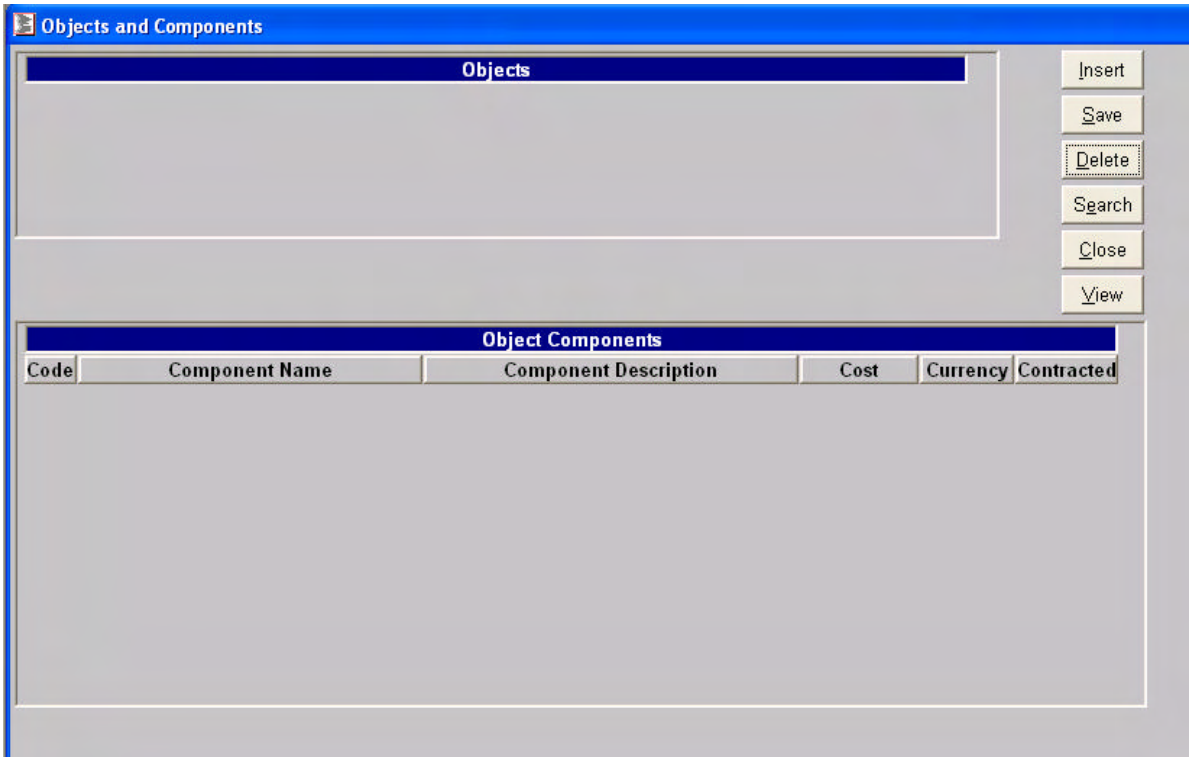
2.7 Information on "Programs and Components".

You can enter data on *"Programs"* such as *"Code"*, *"Program's Name"*, *"Donor's Name"* (by choosing from the donor's list), *"Agreement's Name"*, *"Budget amount"*, *"Currency"* (by choosing from the currency list), Date of *"Program's signing"*; *"Program starting date"*, and *"Program duration"* (in months). Then you can select the type of foreign financing between three types: *"Soft Loan"*, *"Commercial Loan"*, or *"Grant"*. You should enter the name of person who fills this form, the date of filling the form and the name of person who approves it. Then you have to save these data before entering data on *"Program Components"*. Then click again *"Insert"* and enter the code number and Name of the Program Components. The keys *"Insert"*, *"Save"*, *"Delete"*, *Close"*, and *"View"* have the same function as above.


Programms
Programms
Insert
Save
Delete
Search
Close
View
Programme Components
Code
Component Name

2.8 Information on "Objects and Components"

Provides data on object name and code, if the object is included or not in the PIP, the name of the person who prepares this information, date of preparation, and the name of the person who approves it. This information is saved before starting to fill out the Object Components. The Object Components provides information on Object's Component Name, its Code, Component Description, Cost, Currency, and if the object is contracted or not. The keys *"Insert"*, *"Save"*, *"Delete"*, *Close"*, and *"View"* have the same function as above.

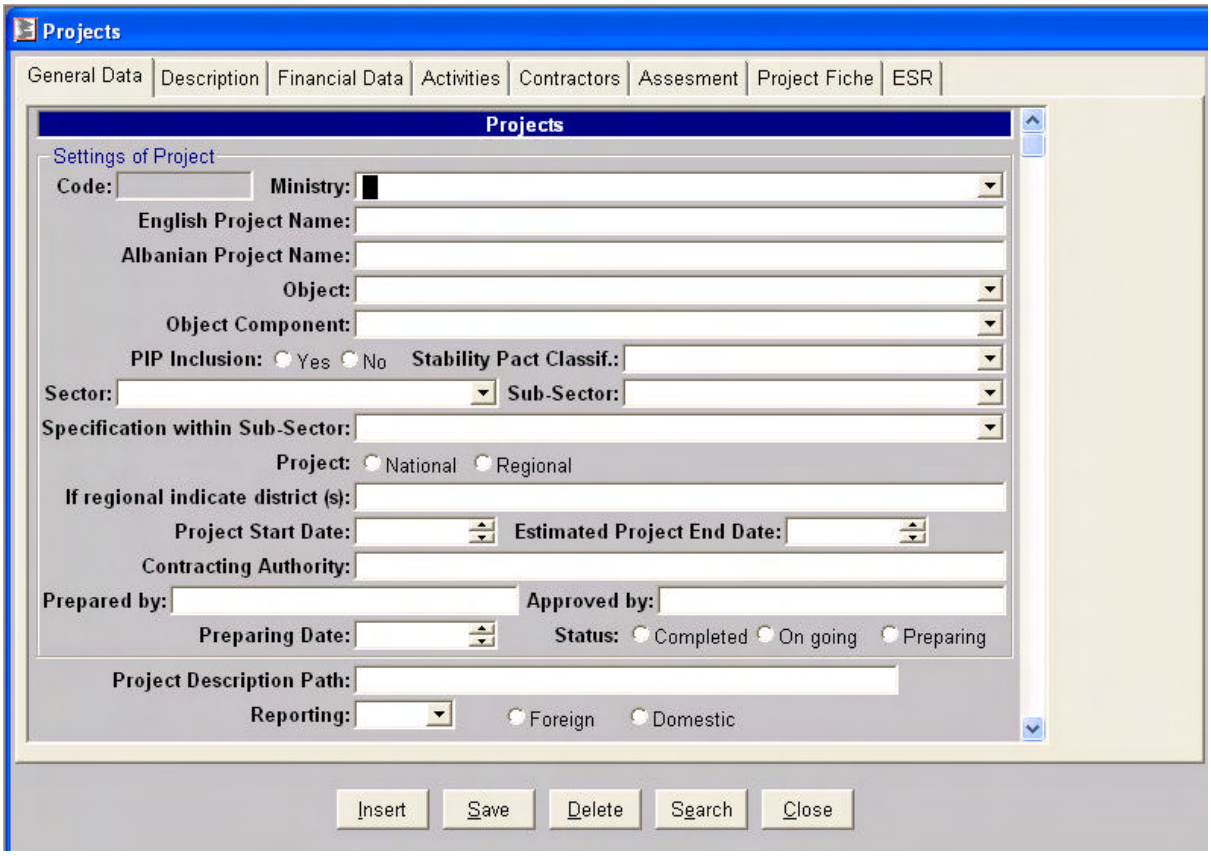


SECTION 3. INFORMATION ON "PROJECTS"

Go to "File", **the window that appears contains the information on** "Projects", "Disbursement", "Export", "Import", "Page Setup", "Print Preview", "Print", "Print Setup**", and** "Exit", **as in the following:**

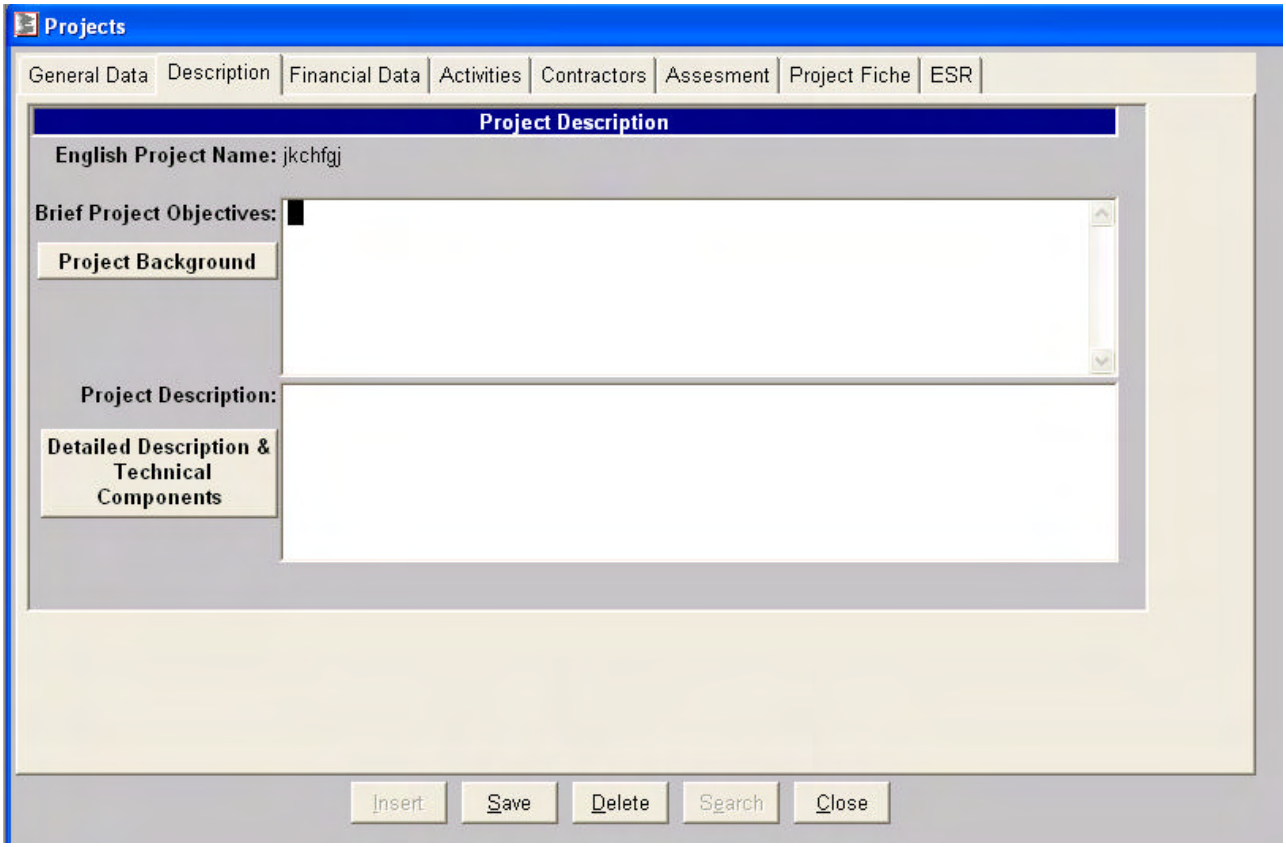
3.1 Information on "General Data"

Click on "File", then on "Projects". If you are entering data for the first time click "Insert", if you are going to work in a file where you have entered data before, click "Search", and after "Enter".
At "Projects" you can enter information on "Ministry" name, "English Project Name" in and "Albanian Project Name". "Objects" will be selected by you based on the options offered, the same for "Objects Components", "PIP inclusion", the "Stability Pact Classification", "Sector" and "Sub-Sector", "Specification within the sub-sector" and if the project is at the "National or Regional Level" (if regional the name of district should be indicated). In addition, data should be provided on "Project Start Date", "Estimated Project End Date". Then you write the "Contracting Authority", the person who prepared this information by typing at "Prepared By", "Preparing Date", and the name of approving person by typing at "Approved By". Then Project status is presented by choosing either Completed, On going, or Preparing. In order to find the second page of the document, fill out the "Project Description Path", by writing the exact name as shown in explorer. In order to have proper information to print EXECUTIVE REPORT the "Currency" of the report should be defined as well as information on foreign or domestic. After you have completed this information, click "Save", the information will be saved and the code number will appear. The keys "Insert", "Save", "Delete", "Close", and "Search" have the same function as above.



3.2 Information on "Description".

Click *"File"* than *"Project"*, click *"Search"*, *"Enter"* and than *"Description*". You can enter information on *"Brief Project Objectives"* (no more than 2 rows); "Project Background" (which provides information on the history and conditions on how the project has started); *"Project Description"* (no more than 3-4 rows) and *"Detailed Description & Technical Components*", that provides detailed information on the main project activities and its technical components. The keys *"Insert"*, *"Save"*, *"Delete"*, *Close*", and *"Search"* have the same function as above.



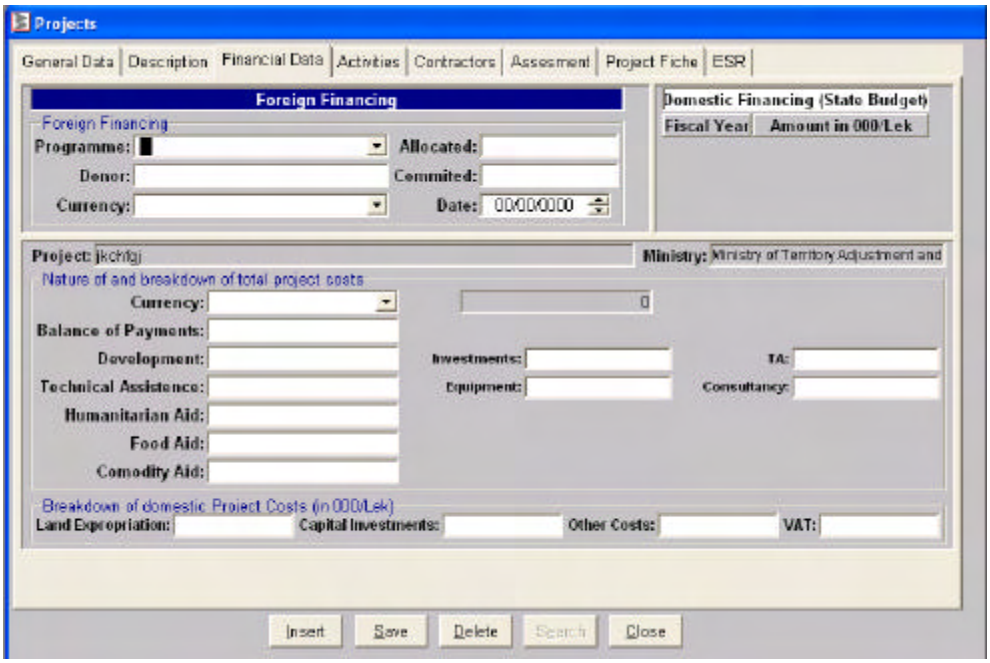
3.3 Information on "Financial Data"

1) In case you need to record the foreign budget go to *"Foreign Budget"* square, click and highlight it then click *"Insert"*. A table named *"Foreign Financing"* will appear. In the box *"Program"* there is the option to select the program you are interested. The Donor's name will appear itself. Select the currency you are interested. Enter the contract value at the box *"Allocated"*, then enter the date of allocation and click *"Save"*. In case you have to enter information on another donor, click *"Insert"* and repeat the above steps.

2) In case of domestic budget, click at *"Domestic Financing"* and then click *"Insert"*. Enter the fiscal year data at the *"Fiscal Year"* box, and the Amount in 000/Lek at the next box. To enter data for another fiscal year, click again *"Insert"* and proceed as in the previous steps.

At the part "**Nature of and Breakdown of total project costs**", you have the option to select the currency, and fill in "**Balance of Payments**", "Development" (Investments and TA), "Technical

Assistance" (Equipment, Consultancy), *"Humanitarian Aid"*, *"Food Aid"*, *"Commodity Aid"*. This provides the opportunity for a different classification of financial data within a project.

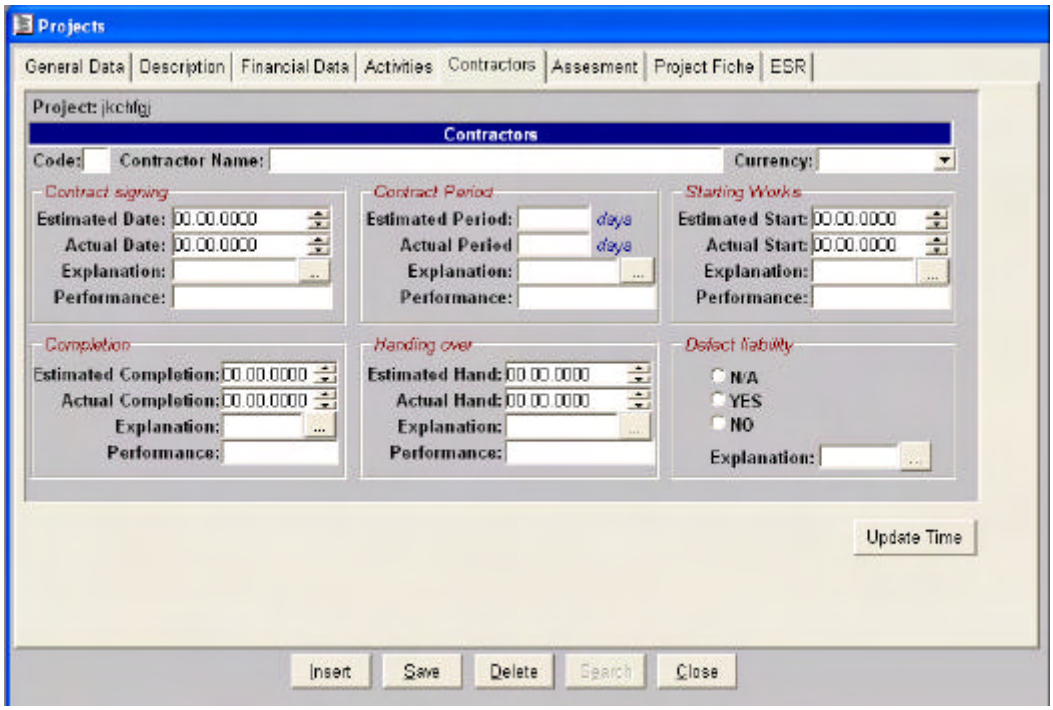


3.4 Information on "Contractors"

To enter data on Contractors, click *"Insert"*, then enter the code and contractor's name, and select the currency. Enter data on Contract signing for *"Estimated Date"*, and *"Actual Date"*. If you click at *"Explanations Key"*, a window will appear where you can insert data on *"Object Component Description"*. At the performance box you can enter the performance on contract signing by comparing actual and estimated date.
The same way you can fill out boxes under the *"Starting Works"*. First, you enter data on *"Estimated Start"*, then *"Actual Start"*. If you click at *"Explanations Key"*, a window will appear where you can insert data on *"Object Component Description"*. At the performance box you can enter the performance on contract signing by comparing actual and estimated date.
The same way you can fill out boxes under the *"Completion"*. First, you enter data on *"Estimated Completion"*. Careful, actual completion will be filled out only after the project is completed! If you click at *"Explanations Key"*, a window will appear where you can insert data on *"Object Component Description"*. At the performance box you can enter the performance on contract signing by comparing actual and estimated date.

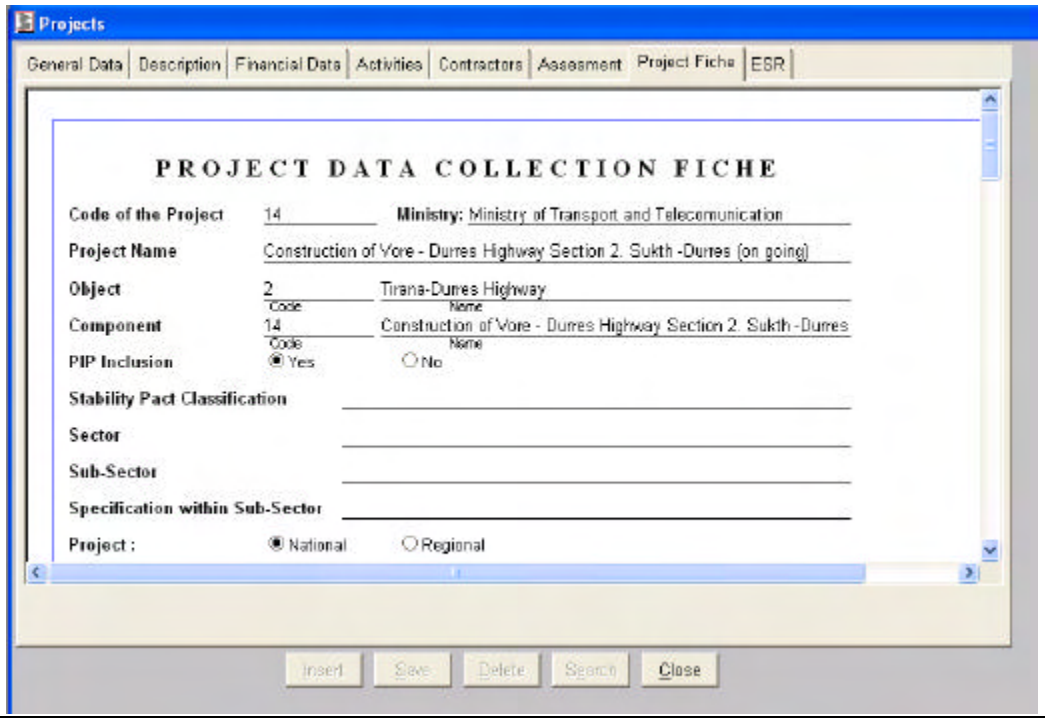
Under the *"Handing Over"*, you can fill the *"Estimated Handing Over"*, the *"Actual Handing Over"*, as well as complete the *"Explanations"* and *"Performance"*.
Three options on Defect Liability period, show if the project is under the Defect Liability Period (Click *"Yes"*), if not (Click *"No"*), or this issue is not applicable (Click *"N/A"*).
The keys *"Insert"*, *"Save"*, *"Delete"*, *Close"* have the same function as above. The key *"Search"* serves to search data.

In case of time extension, at the *"Estimated Completion"* box fill out the new date, and then click *"Save"*.



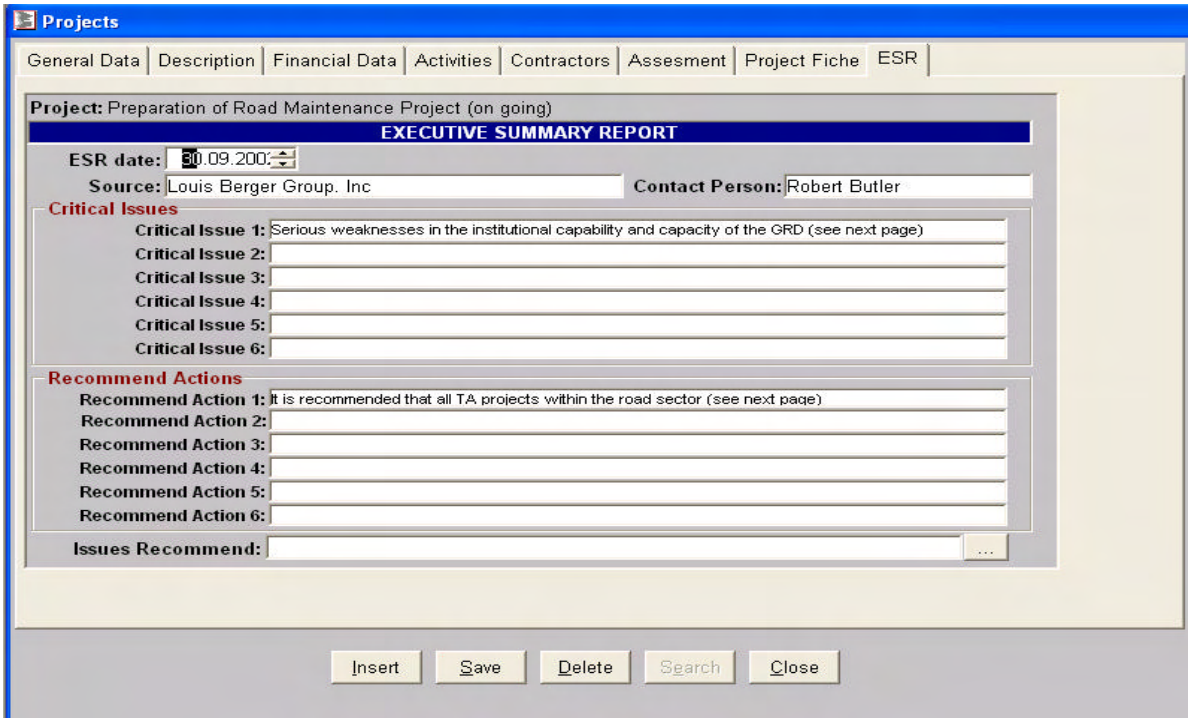
3.5 Information on "Project Fiche"

Project fiche will reflect the data that you enter and is used only for printing.



3.6 Information on "ESR"

To enter data at *"ESR"*, *click "Insert"* and a window will appear. At *"ESR Date"* fill out the reporting period. At the *"Source"* box fill out the source from where you get the information and *"Contact Person"* at the next box. The *"Critical issues"* box record the critical issues faced during the project implementation. For each issue entered you should provide the *"Recommended Actions"*. The keys *"Insert"*, *"Save"*, *"Delete"*, *Close*" have the same function as above.

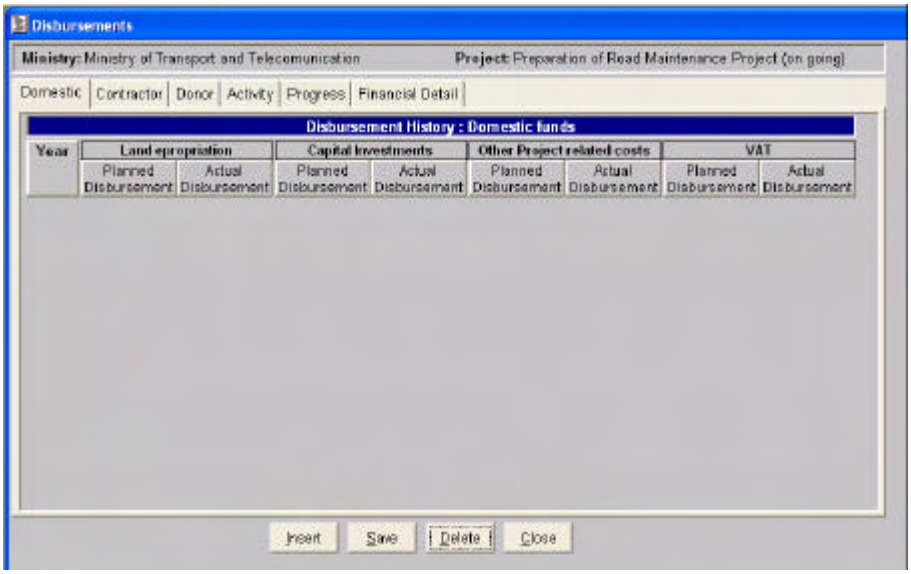


SECTION 4. INFORMATION ON "DISBURSEMENT"

4.1 Information on "Domestic"

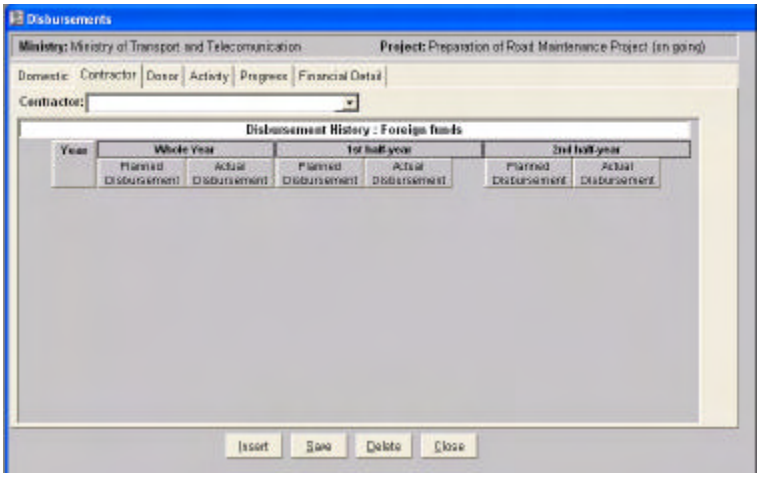
Click at "File" and then *"Disbursement"*. *A* window will appear, where you have first to choose the Ministry Name and then the Project's Name. Then click *"OK"*.

Click *"Domestic*" in case you have state funded project. You have to fill data on *"Land Expropriation"*, *"Capital Investment"*, *"Other Project Related Cost"*, and *"VAT"* in Planned and Actual. To enter the data click *"Insert"*, enter the Year, and then fill out the planed and actual disbursements boxes (in figures, not percentage). The keys *"Insert"*, *"Save"*, *"Delete"*, *Close*" have the same function as above.



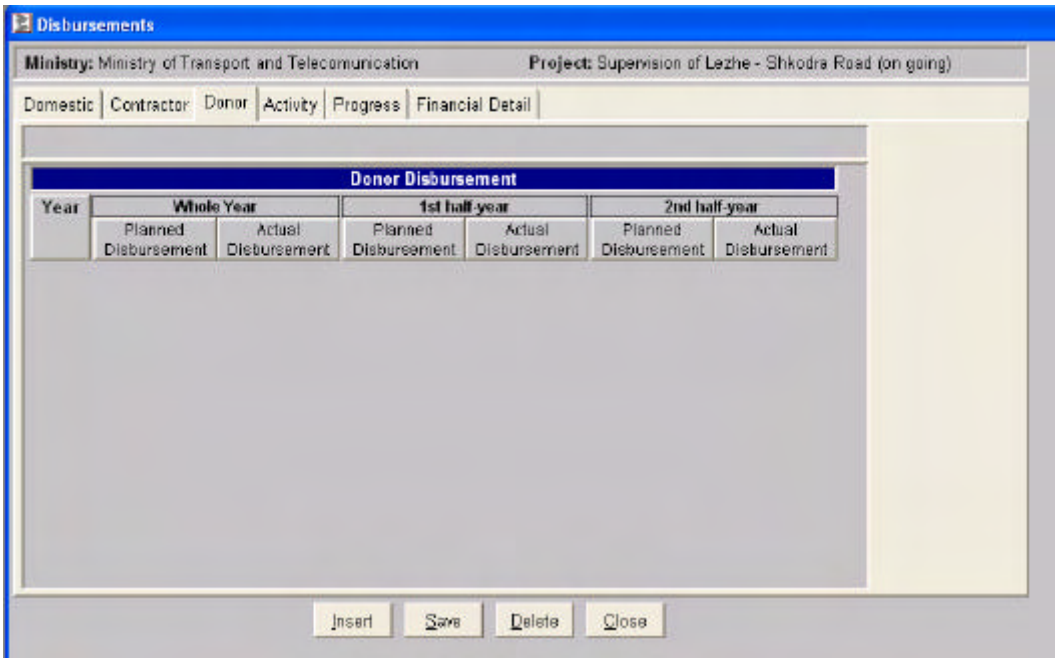
4.2 Information on "Contractor"

Click at *"Contractor"* box. First, select the contractor, then press *"Insert"*. Enter the Year and start fill out the disbursement history in years. The keys *"Insert"*, *"Save"*, *"Delete"*, *Close*" have the same function as above.



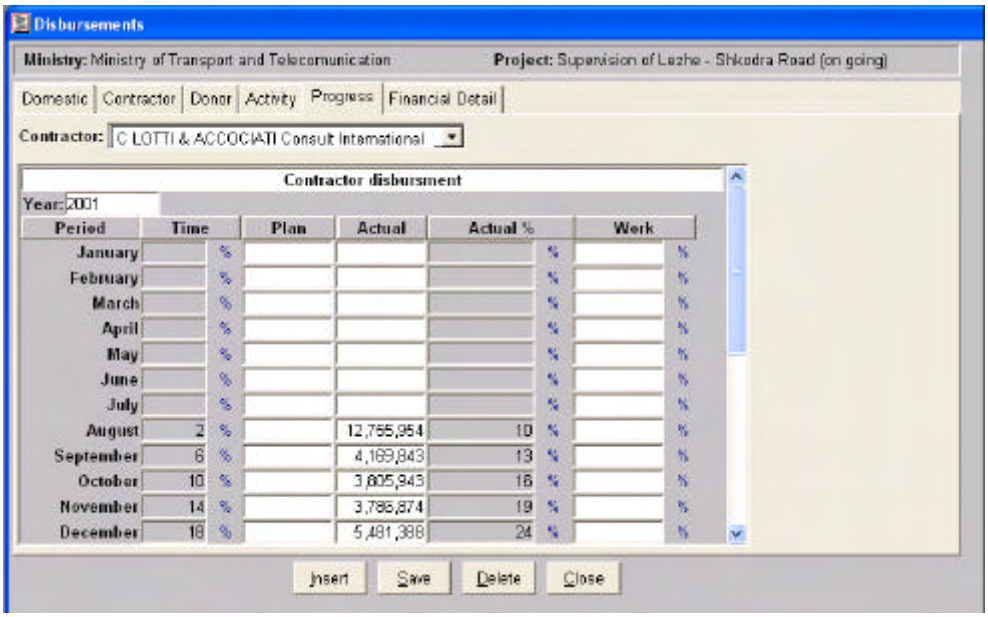
4.3 Information on "Donor"

Click *"Donor"*. You can select the name of donor(s), then click *"Insert"* and fill out planned and actual disbursement according to the period. The keys *"Insert"*, *"Save"*, *"Delete"*, *"Close*" have the same function as above.



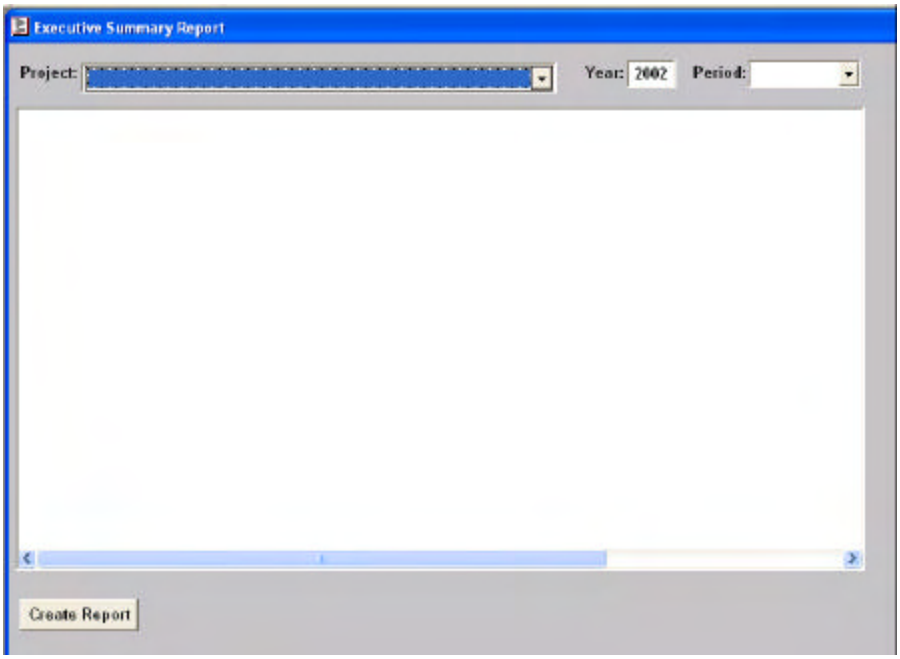
4.4 Information on "Progress"

Click *"Progress"*, select the contractor, a window will appear. Click *"Insert"* and fill out the year. Fill at *"Actual"* the payments made to the contractor. Even in case there are no payments you should fill out *"0"*. The time is automatically calculated. Under the "Work" box, you can fill out work performance in %. The keys *"Insert"*, *"Save"*, *"Delete"*, *Close*" have the same function as above.



4.5 Information on "Reports"

To create the report you click *"Reports"* at the main menu and then click *"ESR"*
Then select *"Project"*, *"Year"* and *"Period"* depending on the period than you want to see the report. Finally press the button *"Create Report"*.



APPENDIX 1: THE LIST OF DONOR CODE

Table 1

Code	Short	English Name	Albanian Name
01	**WB**	World Bank	Banka Boterore
02	**PHARE**	EU/PHARE Programe	Programi PHARE
03	**EBRD**	European Bank for Reconstruction and Development	Banka Europiane per Rindertim dhe Zhvillim
04	**GTZ**	German Technical Cooperation	Bashkepunimi Teknik Gjerman
05	**OPEC**	OPEC FUND	Fondi OPEK
06	**IDB**	Islamic Development Bank	Banka Islamike per Zhvillim
07	**KfW**	KreditAnstalt fur WIEDERAUFBAU	Zyra e Kreditit per Rindertim
08	**SWC**	Swiss Contact	Kontakti Zvicerian
09	**ITAL**	Italian Government	Qeveria Italiane
10	**GREK**	Greek Government	Qeveria Greke
11	**AEDP**	AEDP	AEDP
12	**JICA**	Japanese Trust Fund	Fondi Japonez i Besimit
13	**UNDP**	United Nations Development Program	Programi i Zhvillimit te Kombeve te Bashkuara
14	**HOLND**	Holland Government	Qeveria Hollandeze
15	**KUWAI**	Kuwaitian Fund	Fondi Kuvajtjan
16	**USAID**	United States Aid	Ndihme e Qeverise Amerikane
17	**IFAD**	International Fund for Agriculture Development	Fondi Nderkombetar i Zhvillimit te Bujqesise
18	**FAO**	Food and Agriculture Organization	Organizata e Bujqesise dhe Ushqimit
19	**KHF**	British Government Know-How Fund	Fondi Know – How i Qeverise Angleze
20	**AUST**	Austrian Government	Qeveria Austriake
21	**SWED**	Swedish Government	Qeveria Suedeze
22	**NORW**	Norwegian Government	Qeveria Norvegjeze
23	**DAN**	Danish Government	Qeveria Daneze
24	**CHINA**	Chinese Government	Qeveria Kineze
25	**SEICO**	Switzerland Economic International Cooperation	Qeveria Zviceriane

Booz Allen Hamilton, 2003

APPENDIX 2: LIST OF CURRENCIES

Table 2

Code	Currency Name	Short
01	Albanian Leke	LEK
02	US Dollar	USD
03	Italian Lira	ITL
04	Deutsche Mark	DM
05	Greek Drachma	GRD
06	EURO	EUR
07	Swiss Franc	CHF
08	Austrian Schilling	ATS
09	Japanese Yen	YEN
10	Dutch Giulder	NLG
11	French Franc	FRF

Booz Allen Hamilton, 2003

APPENDIX 3: LIST OF CODES AND THEIR RESPECTIVE SECTORS, SUB-SECTORS, AND SPECIFICATIONS WITHIN SUB-SECTOR

Table 3

SECTORS	
CODE	**NAMES OF SECTORS**
01	Enterprise Sector Development
02	Public Infrastructure and Utilities
03	Human Resources Development and Social Sectors
04	Government and Institutional Development
SUB-SECTORS OF ENTERPRISE SECTOR DEVELOPMENT	
CODE	NAMES OF SUB-SECTORS
0101	Financial Sector Reform
0102	Privatization and Private Enterprise Development
0103	Agriculture
SUB-SECTOR OF PUBLIC INFRASTRUCTURE AND UTILITIES	
CODE	NAMES OF SUB-SECTORS
0201	Energy
0202	Transport
0203	Communications
0204	Water Supply and Sewerage
SUB-SECTOR OF HUMAN RESOURCES DEVELOPMENT AND SOCIAL SECTORS	
CODE	NAMES OF SUB-SECTORS
0301	Health
0302	Education and Science
0303	Social Safety Net and Labor Market Services
0304	Heritage, Culture, Sport
SUB – SECTOR OF GOVERNMENT AND INSTITUTIONAL DEVELOPMENT	
CODE	NAMES OF SUB-SECTORS
0401	Constitution, Basic Legislation and Judiciary
0402	Public Administration
0403	Civil Society
SPECIFICATION WITHIN SUB-SECTOR PRIVATIZATION AND PRIVATE ENTERPRISE DEVELOPMENT	
CODE	NAME OF SPECIFICATION
010201	Support for Private Sector Development
010202	Credit Lines for Private Enterprise Investment
010203	State Enterprise Reform and Privatization
010204	Rural and Urban Micro – Credit Program

SPECIFICATION WITHIN SUB-SECTOR AGRICULTURE	
CODE	NAME OF SPECIFICATION
010301	Rehabilitation & Improve of Irrigation and Drainage
010302	Development of the Land Market
010303	Rural Development
010304	Forest Conservation and Management
SPECIFICATION WITH SUB –SECTOR ENERGY	
CODE	NAME OF SPECIFICATION
020101	Rehabilitation of Hydropower Plants
020102	Rehabilitation/Upgrading of Power Trans and Distribution
020103	Energy Planning & Management Support
SPECIFICATION WITH SUB-SECTOR TRANSPORT	
CODE	NAME OF SPECIFICATION
020201	Rehabilitation/Upgrading of East-West Road Corridor
020202	Rehabilitation/Upgrading of North - South Road Corridor
020203	Construction of Tirana – Durres Highway
022004	General Road Rehabilitation Program
SPECIFICATION WITH SUB – SECTOR COMMUNICATIONS	
CODE	NAME OF SPECIFICATION
020301	Telecommunications Development
020302	Development of Postal Services
SPECIFICATIONS WITH SUB – SECTOR WATER SUPPLY AND SEWERAGE	
CODE	NAME OF SPECIFICATION
020401	Durres Water Supply and Sewerage
020402	Tirana Water Supply and Sewerage
020403	Municipal Water Supply and Sewerage
020404	Rural Water Supply
SPECIFICATION WITH SUB – SECTOR HEALTH	
CODE	NAME OF SPECIFICATION
030101	Primary Health Care Services
030102	Rehabilitation of Hospital Services
030103	Strengthening of Health Services Planning and Administration
SPECIFICATION WITH SUB – SECTOR EDUCATION AND SCIENCE	
CODE	NAME OF SPECIFICATION
030201	Pre-Primary Education
030202	Primary Education
030203	Secondary Education
030204	Higher Education
SPECIFICATION WITH SUB – SECTOR SOCIAL SAFETY NET AND LABOR	

MARKET SERVICE	
CODE	NAME OF SPECIFICATION
030301	Social Safety Net Reform and Development
030302	Strengthening of labor Market Services
SPECIFICATION WITH SUB – SECTOR HERRITAGE, CULTURE , SPORT	
CODE	NAME OF SPECIFICATION
030401	Heritage, Culture, Sport
SPECIFICATION WITH SUB – SECTOR CONSTITUTION, BASIC LEGISLATION AND JUDICIARY	
CODE	NAME OF SPECIFICATION
040101	Constitutional and Legislative Reform Program
040102	Strengthening the Judiciary and Prisons Rehabilitation
SPECIFICATION WITH SUB – SECTOR PUBLIC ADMINISTARTION	
CODE	NAME OF SPECIFICATION
040201	Reform and Strengthening of Public Administration
040202	Strengthening Public Sector Economic and Financial
040203	Reform and Strengthening of Local Government
040204	Development of Police Service
SPECIFICATION WITH SUB – SECTOR CIVIL SOCIETY	
CODE	NAME OF SPECIFICATION
040301	Development of the Civil Society

Booz Allen Hamilton, 2003

Appendix IV

Executive Reports for ongoing Transport and Water Projects

Third Quarter

Executive Reports for ongoing Transport and Water Projects

U.S. Agency for International Development

RIP - ALBANIA

Balkans Regional Infrastructure Program for Water and Transport

EXECUTIVE REPORTS FOR ONGOING TRANSPORT AND WATER PROJECTS

THIRD QUARTER

October 2002

Booz | Allen | Hamilton

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INTRODUCTION

Improving Albania's infrastructure (water, and transport) is a key priority for the Government as well as with the international community providing financial assistance. Experience in implementing infrastructure investment projects in Albania, whether locally or externally financed, has revealed serious deficiencies in project management. Infrastructure projects in Albania, like those throughout the Balkans, have been hampered by a lack of effective project management and reliable and timely information.

The existing infrastructure information system consists of traditional monthly reports. Since these reports are too detailed and voluminous, they are rarely read or consulted by decision-makers. In recognition of the need to improve infrastructure project management, the USAID's Regional Infrastructure Program (RIP) in Albania developed an Infrastructure Executive Reporting System. The system's objective is to provide brief, accurate and timely information for decision makers so that in a few minutes they can see how each on going project is performing and can take either correctives or preventive measures.

The Executive Report is produced in collaboration with the Infrastructure Management Units (IMU) at the ministries of Transport, Territorial Adjustment and Tourism, and Economy. Each IMU produces a report related to their sector and the Ministry of Economy combines them. This report, was co-produced by the IMU at the Ministry of Economy and contains the status of transport and water projects up to September 2002 (third quarter).

The main issue encountered during the production of the report has been obtaining reliable and timely information. Even though the information is available, the institutional mechanisms to obtain it are not clearly established. Most of the people producing the information, in principle show a willingness to co-operate, but there is a sustained reluctance to make it available.

The information presented in the report is organised by Ministry and by sector within each ministry. Within each sector, is by phase, like studies, technical assistance and civil works. For each on going project, in one page, the report presents basic information related to the contract such as, dates for contract signing, starting of work etc. Source of funding and financial status of disbursements, issues encountered and three performance indicators showing the general status of the projects. The indicators are expressed in percentage and provide and indication of the work accomplished to date, the financial resources used and the time spent.

If the user needs to have more information, there is a second page providing it. At this time, there is no reporting on the quality of the work executed. This is envisioned to be included in future reporting once the information flows more easily.

EXECUTIVE REPORT	Project Title:	Preparation of Road Maintenance Project (on going)	
Contract value:	US$ 734,700	**Total Disbursed:** US$ 642,400	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:		12.5 months		30 December 2002	N/A	Tick as appropriate
Actual:	16 October 2001		15 November 2001			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS

***DOMESTIC BUDGET (in** US $)*			***FOREIGN BUDGET (in US $)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of US$)*								
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2001		2002		2003		2004	
Investment			WB/IDA	Loan	734,700	642,400	**Semester**	1	2	1	2	1	2	1	2
VAT				Credit			**Budgeted**								
Other taxes				Grant			**Disbursed**		50.1	415.4	176.9				
Expropriation							**Performance**								
Total				Total	734,700	642,400									

BRIEF PROJECT OBJECTIVES

The Road Maintenance Project, seeks to improve the maintenance management capacity of the General Road Directorate (GRD) by looking at the road sector overall ability to perform road maintenance, through a combination of both public and private resources, to design, finance, manage, and execute, effective routine, periodic, and special maintenance programs through all road classes, in order to stabilize the conditions of serviceability of the various networks, and as a direct result, to optimize financial resources. The main objectives are: (1) create an effective Organizational Structure within GRD; (2) put in place sound Operational Procedures; (3) adopt good personnel policies; (4) establish a system that assures an Adequate Level of Financing.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Consultant:
Louis Berger Group. Inc
Contact person:
Robert Butler
Phone 04 23 74 94

- Review prior studies, existing legislations and other pertinent materials. Review, develop an implementation plan for the institutional strengthening of GRD. - Work closely with GRD, to make recommendations to identify roads on the national road network requiring maintenance intervention. - Work closely with MLG and GRD, to make recommendations for a four-year program to improve optimal standards 1,500km of the District/Commune/Municipality road network. - Work with GRD in the development of their Road Data Bank. - Prepare an Environmental Management Plan (EMP). -Conduct public consultation meetings as necessary to present findings regarding environmental and social issues. - Carry out project preparation identifying specific goals, investments, and project details. - Prepare the design and bidding documents for three-year road maintenance program.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
Serious weaknesses in the institutional capability and capacity of the GRD to sustain and develop the project output and deliverables. No matter how advanced technically or methodically the Technical Assistance (TA) is, the lack of interest and enthusiasm to adopt the projects deliverables is a serious deficiency.	It is recommended that all TA projects within the road sector should be preceded by an Institutional capacity and capability survey to determine the areas in need of strengthening before proceeding with the TA.

PERFORMANCE INDICATORS

	Period	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	11 %	19 %	31 %	47 %	60 %	63 %	68 %	75 %	87 %			
	Financial	11 %	19 %	31 %	47 %	60 %	63 %	63 %	75 %	87 %			
	Time	20 %	28 %	36 %	44 %	52 %	60 %	68 %	76 %	84 %			

Printed on: October 26, 2002	**Source:** Louis Berger Group. Inc	**Contact person:**	Robert Butler

EXECUTIVE REPORT	**Project Title:** Preparation of Road Maintenance Project (on going)

DETAILED EXPLANATIONS

Project Background:

By any measure the general condition of the roads in Albania, both national and rural, is poor. The level of Albania Government (GoA) financing available for general road maintenance is in the range of US$ 7-8 million per year, is totally inadequate to maintain the road network. In addition, the effective maintenance resulting from the expenditure of even these funds is minimal. The establishment of Road Data Bank, the first step to initiate a Road, Pavement, Bridge Management System, is under implementation with the help from SweRoad, funded by the Swedish cooperation. The GoA recognizes that this issue needs to be addressed as soon as possible ("Road Maintenance Strategy" letter from Minister of Finance and Minister of Transport to the President of the World Bank, dated November 1st, 1999), and asked the Word Bank for assistance in financing a Road Maintenance Project.

Project Description and Technical Components:

The Technical Assistance will:

- Review prior studies, existing legislations and other pertinent materials related to road maintenance. Review and update recommendations for road maintenance organization and staffing described in the Iteco Organization and Management Study.
- Develop an implementation plan for institutional strengthening, including independent professional development and licensing of engineers, professional development of procurement, general management, and project management staff.
- Work closely with GRD, to make recommendations to identify roads on the national road network requiring maintenance intervention.
- Work closely with MLG and GRD, to make recommendations for a four-year program to improve optimal standards 1,500km of the District/Commune/Municipality road network.
- Work with GRD and their development of a Road Data Bank (including road, pavement, and bridge management system) for National Roads, assess the needs and draft the requirements for additional software, hardware, test equipment, training and other components and technical assistance necessary for full deployment of the Road, Pavement, Bridge Management System for GRD and MLG.
- Prepare and Environmental Management Plan (EMP) to ensure that the proposed investment will meet the requirements of the Word Bank policy on Environmental Assessment for a Category B project, as well as Albanian law and regulations.
- Conduct public consultation meetings as necessary to present findings regarding environmental and social issues.
- Carry out project preparation identifying specific goals, investments, and project details. A participatory approach must be used to ensure maximum ownership by decisions makers.
- Prepare the design and bidding documents for a three-year road maintenance program to be contracted out during the first year of project implementation (about 50 % of the total amount of works to be included in the project).
- Create a library of documents, reports, maps, and other reference material used during the preparation of the project.

Performance:

As result of inherent weaknesses that the consultant observed in the institutions working in the road sector, the consultant identifies 11 initiatives needed to support road asset management. The Ministry, the Word Bank and various agencies recognized that these elements need to be developed if road investment programs are to be truly sustainable and effective. The identification of these initiatives were over and above the consultant term of reference.

Issues and Recommendations:

Issues: Serious weaknesses in the institutional capability and capacity of the GRD to sustain and develop the project output and deliverables. No matter how advanced technically or methodically the Technical Assistance (TA) is, the lack of interest and enthusiasm to adopt the projects deliverables is a serious deficiency.

Recommendations: It is recommended that all TA projects within the road sector should be preceded by an Institutional capacity and capability survey to determine the areas in need of strengthening before proceeding with the TA.

Financial Details:

Original contract: US$ 734,700
Addendum: None.
Revised: US$ 734,700

Explanatory Notes:

EXECUTIVE REPORT	Project Title:	Supervision of Vore – Durres Highway. Section 2. Sukth –Durres (on going)		
Contract value: € 1,379,500 revised with 2 addendums € 2,119,450	**Total Disbursed:**	€ 2,006,603	**Reporting Period:**	Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	15 July 1998	42 months revised		16 March 2000 revised to 24 December 2002	N/A	Tick as appropriate
Actual:	4 September 1998		17 September 1998			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 Leke)			***FOREIGN BUDGET*** €				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of €)*								
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	1999		2000		2001		2002	
Investment			EIB	Loan	530,250	417,403	**Semester**	1	2	1	2	1	2	1	2
VAT				Credit			**Budgeted**								
Other taxes			PHARE	Grant	1,589,200	1,589,200	**Disbursed**	447.2	272.8	122.4	400.7	196.9	134.1	106.8	325.4
Expropriation							**Performance**								
Total				Total	2,199,450	2,006,603									

BRIEF PROJECT OBJECTIVES

The purpose of the consultancy is to provide the services required for the final review of the design and the tender dossier and the construction supervision of the two sections Vore – Sukth and Sukth –Durres to ensure that the works are completed on schedule within the budget and to specified standards.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS	
Supervisor: J.V. SOTECNI – STP – High point Rendel Contact person. Roberto Luizza Tel: +39 688 69 41	The services shall be carried out in 7 phases during three periods as following: Pre-tender and tender period: - phase (1) tender documents review, value engineering and design adjustment, if necessary; - phase (2) recommended additional field survey and investigation wherever necessary; - phase (3) assistance to the GRD and PMU in the pre-tender and tender procedures, as appropriate; - phase (4) contract negotiation advise and preparation of contract document including the incorporation changes following the findings of phase 1 and 2; Construction period: - phase (5) supervision and checking any design and construction drawings made by the selected contractors; - phase (6) supervision of the construction works, including monitoring of technical compliance and financial status of the projects and issue of completion and taking-over certificates and interim payment certificates; Maintenance period: - phase (7) issue of maintenance inspection reports, final payment certificates, settlement of outstanding claims and providing advice regarding any litigation matters.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
1. The project engineer has informed the employer for the expropriation issues at Dajlani Interchange and on the Link Road sections, which are delaying the work progress in both sections.	1. The employer must complete as soon as possible the expropriation procedures permitting the contractor to continue the works.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	65 %	67 %	69 %	71 %	75 %	79 %	83 %	89 %	95 %			
	Financial	65 %	67 %	69 %	71 %	75 %	79 %	83 %	89 %	95 %			
	Time	70 %	73 %	75 %	77 %	80 %	83 %	86 %	89 %	92 %			

Printed on: 15 October, 2002	**Source:** EU/PHARE; General Road Directorate	**Contact person:**	Majlinda Gjonaj

EXECUTIVE REPORT	**Project Title:** Supervision of Vore – Durres Highway. Section 2. Sukth – Durres (on going)

DETAILED EXPLANATIONS

Project Background:

The European Commission, (Phare Program) and the European Investment Bank (EIB) in Luxemburg have agreed to fund jointly the rehabilitation/construction of the Vore – Durres Highway in Albania. The European Commission (Phare Program) will finance the first contract, from Vore to Sukth, hereinafter called Section 1. The European Investment Bank (EIB) will finance the second contract, from Sukth to Durres, hereinafter called Section 2.

Project Description and Technical Components:

The supervision of the construction works will concern two sections of the Vore – Durres Highway: Section 1. Vore – Sukth (14.2 km); Section 2. Sukth – Durres (8.7 km)

The services shall include, but shall not be limited to, the following items:

- Pre-tender and tender period:
  - Document review and design adjustment (if necessary the existing final design and tender documents), including Bills of Quantities, in conjunction with GRD comments and recommend modifications prior to tendering. It is expected that the consultant will have completed the review of the documents for Section 1 and Section 2 within 8 weeks from his appointment. The tender for the construction of two Sections will be launched in parallel. This will occur not later than three months following the consultant appointment.
  - An alternative option under consideration is for the consultant to review documentation during the works tender stage and prepare any amendments as part of the works contract award procedures.
  - Approved additional design of selected elements of the project following the consultant's review of the tender documents and his recommendations.
  - Review and specify if additional site investigations are needed, in order to include these in the final tender or contract documents as specific tasks to be performed by the contractor during the works.
  - Participate in the pre-tendering and tendering procedure for the works contracts, including advise at tender evaluation negotiation and contract award as appropriate and required depending on the actual tuning of the tender procedures for the works contracts.
- Construction period:
  - Supervision of the construction works.
  - Supervision of the detailed design improved by the contractor during the construction phase.
  - Checking and approval of the construction and as-built drawings made by the contractors prior to the end of the works contract.
  - Monitoring of quantities of works performed by the contractor and related payment certificates
  - Issue of completion and taking-over certificates
- Maintenance period:
  - Issue of maintenance inspection reports during the defects liability period (twelve months following issue of Taking Over Certificate), final payment certificates, settlement of outstanding claims and providing advice regarding any litigation matters.

Performance:

The consultant has been concentrated in the following activities up to September 2002:

- Conduct on site inspection of the work in Link Road section, Dajlani Interchange and Shkozet Interchange to check the performance of the contractor and execution of the project in accordance with the contract documents and engineer's instructions;
- Appropriate reports were submitted for the supervision of activities;
- Daily field and laboratory material testing and sampling;
- Supervision of precast slates (predales);
- Supervision of precast kerbs, New Jersey barrier and manhole
- Control and approval drainage shop-drawings;
- Approval of contractor's revised work program and cash flow;
- Issues all necessary instructions to the contractor, in writing as provided under the conditions of contract;
- Preparation and submission of weekly evaluation report;
- Preparation of detailed design, in addition to those already prepared, necessary for the contractor to prepare the construction drawings and execute the project;
- Preparation of monthly executive report;
- Preparation and processing of monthly project report;
- Conducting site meeting and monthly co-ordination meeting with representative of contractor and GRD, PMU, discussing matters of the project;
- Preparing interim payment certificates No. 33 covering the month of August 2002, in accordance with the conditions of contract for approval of the employer;
- Approve or rejects contractor's work request;
- Monitor removal of obstructions in Link Road Section;

- Evaluate contractor's rate of progress;
- Recommending to the employer on any changes in plans and specifications, which may prove necessary or desirable during the course of construction, together with the subsequent production of the necessary revised plans, specification, for any change, which may be approved by the employer.

Issues and Recommendations:

Issues: The project engineer has informed the employer on 12 of September 2002, about the expropriation issues at Dajlani Interchange and on the Link Road sections, which are delaying the work progress in both sections.

Recommendations: The employer must complete as soon as possible the expropriation procedures permitting the contractor to continue the works.

Financial Details:

Original contract: € 1,379,500
Addendum No. 1: with a value of € 209,700, due to additional design for the Dajlani interchange and Link road section.
Addendum No 2: with a value of € 530,250 and time extension till 24th of December 2002 completion of Sukth – Durres Highway section 2.
Revisions: € 2,119,450

Explanatory Notes:

EXECUTIVE REPORT	Project Title:	Design and Supervision of the Rehabilitation and Improvement of the Durres-Rrogozhine and Korçe-Kapshice road (on going)			
Contract value:	€ 1,497,700 revised to € 2,849,179	**Total Disbursed:**	€ 2,731,609	**Reporting Period:**	Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	15 April 1996	45 months revised to 82 months		19 April 2000 revised to 19 May 2003	N/A	Tick as appropriate
Actual:	15 July 1996		20 July 1996			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 Leke)			***FOREIGN BUDGET*** €			
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed
Investment				Loan		
VAT				Credit		
Other taxes			PHARE	Grant	2,849,179	2,731,609
Expropriation						
Total				Total	2,849,179	2,731,609

FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of €)

YEAR	1999		2000		2001		2002	
Semester	1	2	1	2	1	2	1	2
Budgeted								
Disbursed	1,261.3	145.9	524.5	213.4	127.6	340.3	78.2	40.3
Performance								

BRIEF PROJECT OBJECTIVES

The purpose of the consultancy is to provide the services required for the modification/update of the design and the tender dossiers and the construction supervision of the 2 Sections Durres – Rrogozhine and Korçe- Kapshtice which will be contracted out in two (2) separate packages.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Supervisor:
Scetauroute International.
Contact person:
Christian Laungier
Tel: +33 1 304 84 799

The services shall be carried out in 7 phases during three periods as following:
Pre-tender and tender period: - phase (1) review and update of design and tender documents; - phase (2) conduct additional field survey and investigation wherever necessary; - phase (3) assistance to the GRD and PMU in the pre-tender and tender procedures, as appropriate; - phase (4) contract negotiation advise and preparation of contract document including the incorporation changes following the findings of phase 1 and 2;
Construction period: - phase (5) supervision and checking any design and construction drawings made by the selected contractors; - phase (6) supervision of the construction works, including monitoring of technical compliance and financial status of the projects and issue of completion and taking-over certificates and interim payment certificates;
Maintenance period: - phase (7) issue of maintenance inspection reports, final payment certificates, settlement of outstanding claims and providing advice regarding any litigation matters.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
None.	None.

PERFORMANCE INDICATORS (2002)

	Period	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	92 %	92 %	93 %	94 %	95 %	96 %	97 %	97 %	98 %			
	Financial	92 %	92 %	93 %	93 %	94 %	94 %	96 %	96 %	96 %			
	Time	79 %	80 %	82 %	83 %	85 %	86 %	87 %	89 %	90 %			

Printed on:	28 October 2002	**Source:**	EU/PHARE; Ministry of Transport and Telecommunications	**Contact person:**	Vasil MItre

EXECUTIVE REPORT	**Project Title:** Design and Supervision of the Rehabilitation and Improvement of the Durres-Rrogozhine and Korçe-Kapshice road (on going)

DETAILED EXPLANATIONS

Project Background:

The European Commission (Phare Program) and the European Investment Bank (EIB) have agreed to fund jointly the rehabilitation \ reconstruction of the Durres- Kapshtice road of the East-West Corridor, Albania. The technical responsibility for the execution of the project will be with the General Roads Directorate (GRD) Ministry of Transport and Telecommunications (MoTT), The Consultant will be responsible to the GRD on a day- to day basis and the GRD`s approval will be needed for payment of construction contractor's invoices. For the purpose of this contract, the Director of the GRD will be Employer. The GRD will be the responsible for coordinating with Phare Project Management Unit (PMU) in MoTT.

Project Description and Technical Components:

The Supervision Work will be for the three Sections of the East-West Corridor: Section 1: Durres-Rrogozhine (38.6km), Section 2: Korçe- Kapshtice (to be defined)

The services shall include, but shall not be limited to, the following items:

- Pre-tender and tender period:
  - Review, up date and modification- where necessary the existing final design and tender documents, in conjunction with GRD comments and recommend modifications section 2, prior to tendering. The consultant will review the specifications and bill of quantities for Section 1, particularly from km. 0 to km. 6.0 and from km.16.0 to km. 23.0;
  - Specify, conduct and/or subcontract and supervise additional site investigations and surveys;
  - Update and complete the design and amend the tender documents wherever necessary and participate in the tendering procedure for the works contracts, including negotiation and award.
- Construction period:
  - Supervision of the construction works.
  - Supervision of the detailed design improved by the contractor during the construction phase.
  - Checking and approval of the construction and as-built drawings made by the contractors prior to the end of the works contract.
  - Monitoring of quantities of works performed by the contractor and related payment certificates
  - Issue of completion and taking-over certificates
- Maintenance period:
  - Issue of maintenance inspection reports during the defects liability period (twelve months following issue of Taking Over Certificate), final payment certificates, settlement of outstanding claims and providing advice regarding any litigation matters.

Performance:

The consultant has been concentrated in the following activities up to September 2002:

1. Section 1. Durres – Rrogozhine road.

- After several postponements the civil works are completed on 13th June 2001. The supervisor has made inspections and up to September 2002 there are no problems to report.

2. Section 2. Kapshtice – Korçe.

- The Project is completed and on 29th of June 2002 is done the ribbon cutting ceremony. The Final Payment Certificate is approved on July 2002 and the Bank Guarantee was released to contractor. After the rains of August 2002, near to Kapshtica village at U-section, landslide blocked the road. From that date in this section the old existing road supports the traffic. Under preparation the contract for the consultant that will make the study for the U-Section.

Issues and Recommendations:

Issues: None
Recommendations: None

Financial Details:

Original contract:	€ 1,497,700
Addendum No.1:	approved on 29th of December 1999 with a value of € 779,260,
Addendum No.2:	approved on 3rd of January with a value of € 572,230, extending the original contract to a completion date of 15/11/2002 to accommodate delays due to Land acquisitions, postponement of commencement of the work in Section 2 and additional design works.
Addendum No.3:	approved on 21st of March with extending the original contract to a completion date of 15/05/2003 to accommodate delays due to Land acquisitions, postponement of commencement of the work in Section 2 and additional design works.
Revisions:	€ 2,849,179

Explanatory Notes:

EXECUTIVE REPORT	Project Title:	Supervision of the construction works Rrogozhine – Lushnje and Kakavije – Gjirokaster Roads (on going)	
Contract value: € 1,160,240 revised to € 2,303,000	**Total Disbursed:**	€ 2,052,013	**Reporting Period:** Up to September 2002

Dates:	CONTRACT					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:		43 months revised to 50 months		1 April 2002 revised to 25 December 2002	N/A	Tick as appropriate
Actual:	11 August 1998		2 September 1998			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 Leke)			***FOREIGN BUDGET €***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of €)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	1999		2000		2001		2002	
Investment				Loan			**Semester**	1	2	1	2	1	2	1	2
VAT				Credit			**Budgeted**								
Other taxes			PHARE	Grant	2,303,000	2,052,013	**Disbursed**	452.5	95.7	220.9	179.5	164.7	532.3	337.7	68.6
Expropriation							**Performance**								
Total				Total	2,303,000	2,052,013									

BRIEF PROJECT OBJECTIVES

The purpose of the consultancy is to provide the service required for the final review of the design and the tender dossier and the construction supervision of the two sections Rrogozhine – Lushnje and Kakavije – Gjirokaster to ensure that the works are completed on schedule within the budget and to specified standards.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Supervisor: J.V. DIWI Consult Inter. GmbH / GICO srl Contact Person: David Young. Phone: 221 666 (200)	The services shall be carried out in 7 phases during three periods as following: Pre-tender and tender period: - phase (1) tender documents review and design adjustment, if necessary; - phase (2) recommended additional field survey and investigation wherever necessary; - phase (3) assistance to the GRD and PMU in the pre-tender and tender procedures, as appropriate; - phase (4) contract negotiation advise and preparation of contract document including the incorporation changes following the findings of phase 1 and 2; Construction period: - phase (5) supervision and checking any design and construction drawings made by the selected contractors; - phase (6) supervision of the construction works, including monitoring of technical compliance and financial status of the projects and issue of completion and taking-over certificates and interim payment certificates; Maintenance period: - phase (7) issue of maintenance inspection reports, final payment certificates, settlement of outstanding claims and providing advice regarding any litigation matters.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
1. The project engineer based on the clause no. 47.1 of the contract condition has informed the employer several times for low progress of work by the contractor. 2. The project engineer has informed the employer for the low quality of the bridge deck T8.	1.The employer must request to contractor to make extra efforts, increase the number of workers and equipment, and also involve subcontractors to complete the works. 2. The employer must request to contractor to prepare a revised work program for the completion of the works.

PERFORMANCE INDICATORS

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	84 %	85 %	86 %	87 %	87 %	88 %	89 %	90 %	91 %			
	Financial	79 %	79 %	86 %	86 %	86 %	86 %	89 %	89 %	89 %			
	Time	76 %	78 %	80 %	82 %	84 %	88 %	90 %	92 %	94 %			

Printed on: 28 October, 2002	**Source:** Ministry of Transport and Telecommunication; EU/PHARE Program	**Contact person:**	Vasil Mitre

EXECUTIVE REPORT	Project Title:	Supervision of the construction works Rrogozhine – Lushnje and Kakavije – Gjirokaster Roads (on going)

DETAILED EXPLANATIONS

Project Background:

The European Commission (Phare Program) is funding the rehabilitation/reconstruction and improvements of Rrogozhine – Vlora and Kakavije – Gjirokaster – Tepelene roads of the North –South corridor, Albania. Phare already commits funding for the initial sections Rrogozhine –Lushnje and Kakavije – Gjirokaster. Other financial institutions have indicated their interest and support to assist in providing funding to complete the project, including in particular the European Investment Bank (EIB).

The overall responsibility for the execution of the project will be with the Ministry of Transport and Telecommunications (MoTT), represented by the Program Authorizing Officer (PAO), hereinafter called the "Employer", acting on behalf of the government of the Republic of Albania through the Phare Cross Border Co-operation (CBC) and National Transport (NT) Programs Management Unit (PMU) in MoTT. The technical responsibility for the execution of the project will be the General Roads Directorate (GRD) of the MoTT. The GRD will be the responsible for coordinating with Phare CBC and NT PMU in MoTT.

Project Description and Technical Components:

The supervision work will be for two sections of the North – South corridor: Section 1. Rrogozhine – Lushnje (approximately 20 km). Section 2. Kakavije – Gjirokaster (approximately 23 km)

The services shall include, but shall not be limited to, the following items:

- Pre-tender and tender period:
  - Document review and design adjustment (if necessary the existing final design and tender documents), including Bills of Quantities, in conjunction with GRD comments and recommend modifications prior to tendering. An alternative option under consideration is for the consultant to review documentation during the works tender stage and prepare any amendments as part of the works contract award procedures.
  - Approved additional design of selected elements of the project following the consultant's review of the tender documents and his recommendations.
  - Review and specify if additional site investigations are needed, in order to include these in the final tender or contract documents as specific tasks to be performed by the contractor during the works.
  - Participate in the pre-tendering and tendering procedure for the works contracts, including advise at tender evaluation negotiation and contract award as appropriate and required depending on the actual tuning of the tender procedures for the works contracts.
- Construction period:
  - Supervision of the construction works.
  - Supervision of the detailed design improved by the contractor during the construction phase.
  - Checking and approval of the construction and as-built drawings made by the contractors prior to the end of the works contract.
  - Monitoring of quantities of works performed by the contractor and related payment certificates
  - Issue of completion and taking-over certificates
- Maintenance period:
  - Issue of maintenance inspection reports during the defects liability period (twelve months following issue of Taking Over Certificate), final payment certificates, settlement of outstanding claims and providing advice regarding any litigation matters.

Performance:

Up to September 2002 the consultant activities are as in following:

- Rrogozhine – Lushnje road:
  - The last Monthly Report issued for this section was May 2002.
  - From km 0+000 to km 15+000 the project was handed over on 1st of April 2002, from km. 15+000 to km. 20+250 handed over on 27th May 2002. DIWI / GICO Partial Taking Over Certificates refer 1999 dated 15.05.02 and 2210 dated 27.05.02 refer. Note that the section 0+000 to 15+000 has been under traffic since 31.05.01 when the Shkumbini Bridge was opened and the bituminous base course was completed on this section as was agreed between the Employer and Contractor with the signed Addendum No.1 on 29th of December 2002.
  - Progress has been monitored in accordance with the revised Work Programme (Appendix A) submitted by the Contractor on 25.04.02. 30th of May 2002 has been the Completion Date.
  - The Contractor has completed the work on the items listed in the snag list.
  - On 2nd of July 2002 is done the ribbon cutting ceremony for this section.

Kakavije – Gjirokaster road:

- The engineer carried out daily control and supervision of the contractor's work in the field.
- An estimated of additional works requested for the rehabilitation of parts of the existing irrigation system affected by the road construction was evaluated by the engineer and a submission of indicative cost was made and subsequently a draft variation order (No.7) was prepared.

- The engineer reviewed the contract's claim for additional costs associated with the extension of time granted for 11.3 months in addendum No.1, and a recommendation was submitted to the employer. The contractor submitted a further claim for an extension of time that is still being reviewed. Comments / recommendations will be made accordingly.

Issues and Recommendations:

Issues: The project engineer based on the clause no. 47.1 of the contract condition has informed the employer several times for low progress of work by the contractor.

Recommendations: The employer must request to contractor to make extra efforts, increase the number of workers and equipment, and also involve subcontractors to complete the works.

Issues: The project engineer has informed the employer for the low quality of the bridge deck T8.

Recommendations: The employer must request to contractor to prepare a revised work program for the completion of the worksThe employer in collaboration with donors must approve as soon as

Financial Details:

Original contract:	€ 1,160,240
Amendment No. 1:	*The date of approval and the reason of approval were not provide but PHARE Program*
Amendment No. 2:	*The date of approval and the reason of approval were not provide but PHARE Program.*
Revisions:	€ 2,303,000
Explanations:	

Explanatory Notes:

EXECUTIVE REPORT	Project Title:	Supervision of Lezhe – Shkodra Road (on going)		
Contract value:	Leke 127,559,549	**Total Disbursed:**	Leke 63,576,239	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:		20 months	16 August 2001	April 19, 2003	April 19, 2003	Tick as appropriate
Actual:	14 August 2001		20 August 2001			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in Leke)			***FOREIGN BUDGET***				*DOMESTIC BUDGET VERSUS DISBURSEMENTS (in 000 of Leke))*								
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2001		2002		2003		2004	
Investment	127,559,549	52,980,199		Loan			**Semester**	1	2	1	2	1	2	1	2
VAT	25,511,909	10,596,042		Credit			**Budgeted**								
Other taxes				Grant			**Disbursed**	49,830,2	13,745,9						
Expropriation							**Performance**								
Total	153,071,458	63,576,239		Total											

BRIEF PROJECT OBJECTIVES

The purpose of the consultancy is to provide the service required for the final review of the design and the tender dossier and the construction supervision of Lezhe – Shkodra road to ensure that the works are completed on schedule within the budget and to specify standards.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Supervisor: C LOTTI & ACCOCIATI Consult International GmbH Contact person: Francesco Rosati Phone: 068 20 21 269	The supervision works include: **1**. Carry out a comprehensive review of the existing design and tender documents; **2.** Carry out comprehensive surveys in order to prepare revised detailed design and drawings. **3**.Incude a set of such drawings and documents that are required by GRD for formal application to acquire the effected properties; **4** Assist PIU in all aspects of the project preparation and implementation and to participate in the tender evaluation for four work contracts; **5.**Supervise the execution of works according to the conditions of contracts.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)

Issues	Recommended Actions
None	None

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	30 %	33 %	36 %	39 %	43 %	46 %	49 %	52 %	55 %			
	Financial	15 %	18 %	21 %	24 %	35 %	38 %	42 %	46 %	50 %			
	Time	27 %	32 %	37 %	42 %	47 %	52 %	55 %	58 %	61 %			

Printed on: October 14, 2002 **Source:** C.LOTTI & ASSOCIATI Sh.p.k. (Supervision Company) **Contact person:** Francesco Rosati

EXECUTIVE REPORT	**Project Title:** Supervision of Lezhe – Shkodra Road (on going)

DETAILED EXPLANATIONS

Project Background:

The government of Albania (GoA) is implementing a program of rehabilitation and limited upgrading of the North-South Road Corridor, from Kakavija (Greece border) to the Montenegro border. The estimated cost of work for Lezhe – Shkodra road is approx. US$ 30 million covered by Albanian Government. The Albanian Ministry of Transport and Telecommunications is responsible for Program Implementation including project management and execution. This road, part of the North –South corridor, runs from Drini river Bridge at the northern side of Lezha to the south edge of Shkoder. This section is approx. 35 km long.

The road Lezha – Shkoder is divided in 4 Lots:

Lot 1. Lezha –Balldren (value Leke 567,804,672).

Lot 2. Vau I Dejes Junction – Shkodra (value Leke 788,495,040).

Lot 3. Balldren – Piraj (value Leke 1,288,054,368).

Lot 4. Piraj – Vau I Dejes (value Leke 1,414,804,230).

Project Description and Technical Components:

The supervision works include:

1. Carry out a comprehensive review of the existing design and tender documents;
2. Carry out comprehensive surveys in order to prepare revised detailed design and drawings.
3. Include a set of such drawings and documents that are required by the GRD for formal application to acquire the effected properties;
4. Assist the PIU in all aspects of project preparation and implementation and to participate in the tender evaluation for the four work contracts;
5. Supervise the execution of works according to the conditions of contracts.

Performance:

The project engineer is assuring the general supervision of works, following-up the expropriation problem, the progress in Lot 1, 2, 3, mobilization of the contractor in Lot 4. He is following also the approval from the water authority to start the new water pipe in Lot 1. He is also following the problems of underground piles Cross Hole negative tests in Lot 1 and 2.

The material engineer is following the starting of underground piles in lot 4 for the bridges at km 17 and the preparation of crushed stone base for lot 1.

The site engineers are following:

Lot 1

- The preparation of the site diary, approval sheets and inspection sheets;
- Casting of retaining wall at km 0+430
- Casting of the concrete irrigation channel in Balldren and the pre-cast channel.
- The rock excavation from km. 4+450 to km. 5+300 and km 2.
- The excavation and backfilling from km. 1+635 to km 2+125.
- Preparation of gabion rock fill base and gabion filling from km. 1+635 to km. 2+050, from km. 0+035 to km .0+125

Lot 2

- The preparation of the site diary, approval sheets and inspections sheets;
- The excavation and backfilling from km. 1+025 to km 2+000.
- Preparation of pre-cast beams for bridge at km 3+860 (2 beams pour).
- The pipe culverts extensions.
- The preparation of the gabion base rock filler from km. 5+140 to km. 5+229 and from km. 5+293 to km. 5+311 and the filling of the gabions at the same locations.

Lot 3.

- The preparation of the site diary, approval sheets and inspections sheets.
- Embankment formation from km. 0+600 to km. 0+700 and from km. 6+950 to km. 10+500.

Lot 4

- The site installation in Maba and in Shkjeza.
- Execution of the underground piles for the bridge at km. 17 (3 piles completed).
- Casting the 12 m pre-cast beam in Vora
- Starting of the clearing and excavation at km. 16 and at km. 12.

Issues and Recommendations:

Issues: None

Recommendations: None

Financial Details:

Original of contract: Leke 127,559,549

Variation Order: None

Revisions: Leke 127,559,549

Explanations: The payment received by the supervisor (50% of the total) is less than the time (61% of the total) because:

- Lot 1. Reconstruction of Lezha – Balldren road. The contractor started very slow the execution of works, and the Supervision Company followed the work not with a completed staff as foreseen, preview in the supervision work program.
- Lot 2. Reconstruction of Vaudejes Junction – Shkodra road (started on December 2001,later than preview). The second supervision team started to work later than as foreseen in the supervision work program.
- an expatriate material engineer foreseen on the spot in site, has been present only for one week, because of the delays in contractor works.

Explanatory Notes:

EXECUTIVE REPORT	Project Title:	Supervision of Tapize-Fushe Kruje road and Mat and Drin Bridges + Qukes – Qafe Thane road (on going)		
Contract value:	US$ 1,293,322 revised to US$ 1,644,142	**Total Disbursed:**	US$ 1,613,734	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:		37 months revised to 52 months		25 September 2001 revised to 25 December 2002	N/A	Tick as appropriate
Actual:	19 September 1997		1 September 1998			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in Leke)			***FOREIGN BUDGET***			
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed
Investment			WB/Kuwait	Loan	1,644,142	1,613,734
VAT				Credit		
Other taxes				Grant		
Expropriation						
Total				Total	1,644,142	1,613,734

FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of US$))

YEAR	1999		2000		2001		2002	
Semester	1	2	1	2	1	2	1	2
Budgeted								
Disbursed	497.6	180.6	137.7	184.4	150.9	200.1	208.6	59.9
Performance								

BRIEF PROJECT OBJECTIVES

The purpose of the consultancy is to provide the service required for the final review of the design and the tender dossier and the construction supervision of the two sections Tapize – Fushe Kruje and Qukes – Qafe Thane to ensure that the works are completed on schedule within the budget and to specified standards.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

C.LOTTI & ASSOCIATI Contact person: Roberto Baroncini Phone: 068 20 25 728	***1***. Carry out a comprehensive review of the existing design and tender documents; **2.** Carry out comprehensive surveys in order to prepare revised detailed design and drawings. **3**.Incude a set of such drawings and documents that are required by the GRD for formal application to acquire the effected properties; **4** Assist the PIU in all aspects of the project preparation and implementation and to participate in the tender evaluation of the four work contracts; **5.**Supervise the execution of works according to the conditions of contracts.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
ssues	Recommended Actions
l. The supervision consultant has informed several times the employer for the delays on expropriation procedures and deliver of construction's permission for the implementation of Tapiza – Fushe Kruje oad. 2. The supervision consultant has informed several times the employer for the delays on the mplementation of Qukes – Qafe Thane road. 3. A new contract for US$ 142,633 is not approved yet	1. The employer must complete the expropriation procedures and give to contractor the construction's permission to start the work for the rehabilitation of Tapize – Fushe Kruja road. 2. The employer must request to contractor to make extra efforts, increase the number of *workers and equipment, and also involve subcontractors to speed-up the works. 3.The employer in collaboration with donors*

and the invoices for the supervision of Mat and Drin bridges are not paid from 1st of July 2002.	*involve subcontractors to speed-up the works. 3.The employer in collaboration with donors must approve as soon as possible the new contract and effectuate the payment to supervisor.*

PERFORMANCE INDICATORS (2002)

Period	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Work	84 %	87 %	89 %	91 %	93 %	95 %	96 %	97 %	98 %			
Financial	84 %	87 %	89 %	91 %	93 %	95 %	96 %	97 %	98 %			
Time	76 %	78 %	80 %	82 %	84 %	86 %	88 %	90 %	94 %			

Printed on: October 14, 2002	**Source:** Supervision monthly report September 2002. C.LOTTI & ASSOCIATI Sh.p.k. (Supervision Company)	**Contact person:**	Francesco Rosati

EXECUTIVE REPORT	Project Title:	Supervision of Tapize-Fushe Kruje road and Mat and Drin Bridges + Qukes – Qafe Thane road (on going)

DETAILED EXPLANATIONS

Project Background:

The government of Albania (GoA) has requested assistance from the Word Bank, International Development Association (IDA), and other donors for a program of new construction, strengthening and completion of unachieved works of selected priority sections of the National Road Network. Italian Government will finance the project of Tapize – Fushe Kruja and two bridges on Mat and Drini river, whereas Kuwait Fund will finance the project of Qukes – Qafe Thane. The supervision team and man-months (m/m) would be proposed by the consultants on the bases of the contract's characteristics and construction periods, and would include, at least, a chief Resident (Highway with experience on construction of conventional bridges) engineer, a materials engineer, and an inspector/surveyor.

Project Description and Technical Components:

The supervision consultant will administer the works contracts and ensure that contractual clauses, whether related to quality or quantities of work, are respected. It will make the necessary measurements and control the quality of works, and will make all engineering decisions including improvement of designs, if necessary-required for the good implementation of the contract. However, the supervision will seek prior approval of GRD to:

- issue any variation order with financial implications, except in an emergency situation, as reasonably by the supervision consultant;
- issue variation order in work quantities;
- sanction additional items, sums or costs;
- approve the subletting of any part of the works;
- approve any extension of the time for completion;

The supervision consultant will carry out the following tasks:

- issue the order to commence the works;
- administer the civil works contracts, approve the materials and quality of the works in accordance with the contractual specifications;
- approve the contractor's work program and the source of materials;
- approve the contractor's working drawing including variations thereof, approve the setting-out of the works and give instructions to the contractor in this regard;
- ascertain and determinate by measurements the value of the works in accordance with the contract;
- issue interim certificates for monthly payments, and certify completion of parts or the total of works;
- order test of materials or completed works, order the removal of improper or substandard works;
- ensure that traffic operational safety is met before commencing the works and issue any work plan or drawing in that respect;
- inspect works during the maintenance period and issue the maintenance certificate in consultation with GRD;
- provide on-the-job training to all seconded GRD personnel;
- advise GRD on all matters related to the execution of the contracts including processing of the contractor's claims;

The consultants shall furnish to the GRD the following reports and documents in English:

- monthly progress report (5 copies) commencing at the end of the month following the date of agreement signed between the contractor and GRD for construction of works, and ending at the end of the month in which takes place the issue of the provisional completion certificate, i.e. the starting date of the one-year contractual maintenance period.
- completion report (10 Copies) at the time of the final completion of works (Final completion certificate issued at the end of the contractual maintenance period);
- built drawings (one original and five copies) of the project as soon as possible after the completion of the project;
- maintenance inspection reports (10 copies) after each maintenance inspection.

Performance:

For Mat and Drin bridges and Tapize-Fushe Kruje road the supervisor activities of each component are as in the following:

- The chief engineer assured the general supervision of works. Check of monthly certificates and price adjustment.
- The material engineer checked the asphalt plant and the formula to be used for bridge pavement.
- The quality control responsible, checked the quality of Mat bridge road pavement and the work quality for the assembling of girders and deck casting on Drin bridge.
- The site engineer is responsible for the inspection sheets allowing the contractor to proceed with works and completion of site diary.
- The surveyor checked the levels of Mat bridge pavement (4 sections for each span) and the levels of girders on Drin bridge.

For Qukes – Qafe Thane road the supervisor activities of each component are as in the following:

- The chief engineer assured the general technical supervision and follows up the administrative matters.
- The material engineer reviewed the tests done on asphalt layers. He stopped the wearing course because the formula included coarse aggregate and the results, were not the best. He suggested to modify the formula.

- The site engineer: checked the structure execution (bridge at km. 3+351 and km. 4.2, channel in Qukes, box culvert km. 5+061 and km.5+468) follow up the inspection sheets and preparation of site diary.
- The surveyor checked the sub-grade and stone base levels from km. 11.5 to km. 11.6 and from km. 12+220 to km. 12+340. He checked also the setting out and levels of the structures (bridge at km. 3+351 and km. 4.2, retain walls no. 3, 10 and 24; the channel in Qukes and the irrigation canal at km. 11). Check of measurements sheets.
- The technician: follow up of laboratory activities, check of the quality of the foundation soil of retaining walls, check of the concrete quality and stone base, asphalt base, binder base and wearing course quality. Plate bearing test on the sub-grade and stone base from km. 11.5 to km 11.6 and from km12+220 to km. 12+340, and the embankment behind the retain wall no. 10.

Issues and Recommendations:

Issues:	The supervision consultant has informed the employer several times for the delays on expropriation procedures and deliver of construction's permission for the implementation of Tapiza – Fushe Kruje road.
Recommendations:	The employer must complete the expropriation procedures and give to contractor the construction's permission to start the work for the rehabilitation of Tapize – Fushe Kruja road.
Issues:	The supervision consultant has informed several times the employer for the delays on the implementation of Qukes – Qafe Thane road.
Recommendations:	The employer must request to contractor to make extra efforts, increase the number of workers and equipment, and also involve subcontractors to speed-up the works.
Issues:	A new contract for US$ 142,633 is not approved yet and the invoices for the supervision of Mat and Drin bridges are not paid from 1st of July 2002.
Recommendations:	The employer in collaboration with donors must approve as soon as possible the new contract and effectuate the payment to contractor.

Financial Details:

Original contract:	US$ 1,293,322
Amendment No. 1:	On 25th of September 2001 the amount of the contract service was amended to US$ 1,480,314 and time extension up to 30th of June 2002, because of the late start of Qukes – Qafe Thane and Mat and Drin bridges.
Amendment No. 2:	On 14th of August 2002 the amount of the contract service was amended to US$ 1,644,142 to cover Resident Engineer up to the end of Qukes – Qafe Thana road. Time extension up to 25th of December 2002, was approved.
Revisions:	US$ 1,644,142
Explanations:	After the delays in the projects' implementation (Tapize-Fushe Kruje road and two Bridges + Qukes – Qafe Thane road), it planed that the Italian Government (through a Trust Fund to IDA from July 2002), will finance the supervision for Tapize – Fushe Kruja and Mat and Drin Bridges completion. A new contract for US$ 142,633 is under preparation. The total amount of the supervision contract will rise to US$ 1,770,054.

Explanatory Notes:

EXECUTIVE REPORT	Project Title:	Rehabilitation of Tri Urat Border crossing and construction of border post buildings (on going)		
Contract value:	€ 2,150,000 revised € 3,400,000	**Total Disbursed:**	€ 1,663,353	**Reporting Period:** Up to June 2002

Dates:	**CONTRACT**						
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability	
Estimated:		15 months revised to 37 months	14 September 1999	23 December 2000 revised to 15 October 2002	22 December 2001 revised to 14 October 2003		Tick as appropriate
Actual:	28 December 1998		14 September 1999			☐	Under
Performance:						☐	Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 of €)			***FOREIGN BUDGET (in €)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of or €)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	1999		2000		2001		2002		
Investment				Loan			**Semester**	1	2	1	2	1	2	1	2	
VAT	6,800	2,826.5		Credit			**Budgeted**									
Other taxes			PHARE	Grant	3,400,000	1,663,353	**Disbursed**		215.0		305.1	175.7	216.8	500.6	250.0	
Expropriation							**Performance**									
Total	6,800	2,826.5		Total	3,400,000	1,663,353										

BRIEF PROJECT OBJECTIVES

Make a new connection between Albania and Greece, development of the areas traversed by the road. Road rehabilitation (length of the road 7.5 km) from Carshova to new custom points at the border between Albanian and Greece at Tri Urat. Construction of border post buildings.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: THEMELIODEMI SA
Consultant: Studio Valle Progettazioni
Contact person: Luca Lolobrigida.
Phone +39 48 08 99 37

The project is divided in 2 components
Road works from Carshova up to the Custom Point consists: - Widening of the embankment to 10.5 m; - Excavation works; - Bridges reconstruction; - Construction of retaining Wall; -Improvement of the vertical and horizontal alignment; - Construction of box and pipe culverts; - Minor works to improve the existing drainage; - Road pavement and signs;
Border Crossing Facilities Compound (BCFC) including three buildings include:- Construction of a new complex with a surface of 9700 m^2 ;- Construction of weighbridges; - Construction vehicle parking and circulation areas; - Landscaping works.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
1. After the rains of 22nd and 23rd of September several damages were in evidence on the road section Çarshove – Tri Urat. 2. The construction of weighbridge was not included on the original contract value.	1. The employer using the contingencies must request to contractor to occur the repairs of the damages on road section. 2. The supervisor is preparing a variation order for the construction of weighbridge works using the contingencies.

PERFORMANCE INDICATORS (2002)

	Period	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	35 %	37 %	40 %	42 %	45 %	48 %	55 %	65 %	89 %			
	Financial	33 %	33 %	33 %	33 %	42 %	42 %	49 %	49 %	49 %			
	Time	79 %	81 %	83 %	86 %	88 %	91 %	93 %	96 %	98 %			

Printed on:	28 October 2002	**Source:**	EU/PHARE; Ministry of Transport and Telecommunications	**Contact person:**	Vasil MItre

EXECUTIVE REPORT	**Project Title:** Rehabilitation of Tri Urat Border crossing and construction of border post buildings (on going)

DETAILED EXPLANATIONS

Project Background:

The European Commission (Phare Program) is funding the construction of New Cross Border Facilities at the Greek-Albanian Border at Tri Urat.

The overall responsibility for the execution of the project will be with the Ministry of Transport (MoT), represented by the Program Authorizing Officer (PAO), acting on behalf of the government of the Republic of Albania through the Phare Transport Program Management Unit (PMU) in the MoT. The project is located on Albania's border with Greece. A new border crossing is being constructed in the region of the districts of Permet in Albania at Tri Urat in the central border area with Greece.

Project Description and Technical Components:

The project is divided in 2 components

1. Road works (length of the road 7.5 km) from Carshova up to the Custom Point (tri Urat) consists:
   - Widening of the embankment to 10.5 m
   - Excavation works
   - Bridges reconstruction
   - Construction of retaining Wall
   - Improvement of the vertical and horizontal alignment
   - Construction of box and pipe culverts
   - Minor works to improve the existing drainage
   - Road pavement and signs.
2. Border Crossing Facilities Compound (BCFC) including three buildings include:
   - Construction of a new complex with a surface of 9700 m^2
   - Construction of weighbridges,
   - Construction vehicle parking and circulation areas
   - Landscaping works.

Performance:

The progress of the works up to September 2002 is hereinafter summarized:

1. Access Road
   - Excavation: completed
   - Embankment: completed
   - Sub-base: completed
   - Base: completed
   - Box culverts: completed
   - Pipe culverts: completed
   - Binder course: 7.5 km completed on 8th of September 2002 and the asphalt concrete wearing course in progress (completed 60 % of the total, with an average of 300 lm/day).
   - Pipe culverts: to allow existing irrigation water flow requested by the local authority completed
   - Bridges: on Seranit and Lengarice rivers completed
   - Retaining wall: from section 3+604,66 to 3+654,05 completed
   - Road signs: in progress
2. Border Crossing Facilities Compound
   - Excavation: completed
   - Structures: completed the canopies metal works do not comply with the architectural design. Instructions were given to the contractor to erect the structural metal works in the respect of the architectural requirements and design.
   - Civil Works: in progress (completed 90% of total)
   - Electro-mechanical works: completed
   - Sub-base: completed
   - Water well: to a depth of 50 m. located beside Building E: drilled and cased

   - Landslide: Gabions from (Km 1+675 to 1+725) completed not complying with technical requirements (size of materials). Instructions given to the Contractor to remedy.

General Performance:

Border Crossing Facilities Compound BCFC works has been almost completed with the exception of minor works (fencing, power generator, pavement).

Issues and Recommendations:

Issues: After the rains of 22nd and 23rd of September several damages were in evidence on the road section Çarshove – Tri Urat.

Recommendations:

Issues: The construction of weighbridge was not included on the original contract value.

Recommendations:

Financial Details:

Original contract: € 2,150,000

Revisions: Addendum No.1, approved on 1st of November 2001, extending the contractual amount to 3,4 M Euro. The updated Scope of Works includes: asphalt on 7,5 Km access road, revised BCFC, bridges on Seranit and Lengarice rivers, retaining wall from section 3+604,66 to section 3+654,05. The Time for Completion was 31st of August 2002.

Explanations: The interim payment certificates for the months of August and September are under evaluation. The project payment is no executed yet. Time extension up to 15th of October 2002 was granted to contractor for the construction of weighbridge and complete the road damages.
The revised contract amounts, according to the updated Scope of Work, are the following:
General Items all for the sum of Euro 579,470;
Road works all for the sum of Euro 1,980,079 including Euro 200.000 for contingencies;
Border Crossing Facilities Compound (BCFC) including three buildings all for the sum of Euro 728,664;
Price Adjustment and Contingencies for the sum of Euro 111,787.

EXECUTIVE REPORT	Project Title:	Consulting service for supervision of roads & bridges civil works (on going)		
Contract value:	US$ 334,890	**Total Disbursed:**	US$ 120,380	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:		18 months		14 August 2003	N/A	Tick as appropriate
Actual:	14 February 2002		15 February 2002			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS																
DOMESTIC BUDGET (in Leke)			***FOREIGN BUDGET (in US$)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of US$)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2002		2003		2004		2005		
Investment			IDA	Loan	334,890	120,380	**Semester**	1	2	1	2	1	2	1	2
VAT				Credit			**Budgeted**								
Other taxes				Grant			**Disbursed**	46.6	73.7						
Expropriation							**Performance**								
Total				Total	334,890	120,380									

BRIEF PROJECT OBJECTIVES

The purpose of the consultancy is to provide the services required for the final review of the design and the tender dossier and the construction supervision of the three sections: (1) the connection between Miloti – Lezha and the existing Lezha – Shkodra road. (2). The interchange on the new Fushe Kruja – Mamurras road. (3) Two new bridges and the adjoining section of carriage way between them in Librazhd – Qukes road (from km. 3+400 to km. 4+200) to ensure that the works are completed on schedule within the budget and to specified standards.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Supervisor: ITALCONSULT S.p.a. (Italy) Contact person: Gianmarco P.Dall"Acqua Phone 04 22 35 99	The supervision works consist in: **1**. Review technical documentation during the pre – Contract period, following tender evaluation and preparation of any amendments as part of the contract award procedure, if needed. **2.** Review to define whether additional site investigations are needed. **3**. Participate and advise in the evaluation procedures for work contracts, including negotiation and award as appropriate. **4.** Supervision of construction works, which are extended to include any outstanding items, required to be carried out during the defects liability period. **5.** Checking and approval of the construction and as – built drawings prepared by the contractor. **6.** Monitoring of quantities of work performed by the contractors and related payment certificates. **7.** Technical assistance to GRD and PIT during the entire duration of the consultant's assignment. **8.** Issue of completion and taking – over certificates.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
None.	None.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work		5 %	10 %	13 %	15 %	20 %	27 %	36 %	42 %			
	Financial		*10 %*	10 %	10 %	10 %	20 %	27 %	36 %	36 %			
	Time		*5 %*	10 %	15 %	20 %	25 %	30 %	35 %	40 %			

Printed on: October 18, 2002	**Source:** Supervision report September 2002; WB/National Roads Rehabilitation Project; General Road Directorate	**Contact person:**	Ledia Doçi

EXECUTIVE REPORT	Project Title:	Consulting service for supervision of roads & bridges civil works (on going)

DETAILED EXPLANATIONS

Project Background:

The Government of Albania through the Ministry of Finance has taken a Credit from the International Development Association (IDA) for the contract: Consulting Service for Supervision of Roads & Bridges Civil Works. The services include the supervision of the following civil works contracts:

- Rehabilitation of a connection between Miloti – Lezha and the existing Lezha – Shkodra road.
- Completion of on going works (interchange, river banks, protection works) on the new Fushe Kruja – Mamurras road.
- Completion of two new bridges and the adjoining section of carriage way between them in the East – West (Trans-European) corridor No.8: Librazhd – Qukes road (from km. 3+400 to km. 4+200)

Project Description and Technical Components:

The supervision works consist in:

1. Review technical documentation during the pre – Contract period, following tender evaluation and prepare any amendments as part of the contract award procedure, if needed.
2. Review to establish whether additional site investigations are needed.
3. Participate and advise in the evaluation procedures for work contracts, including negotiation and award as appropriate.
4. Supervision of construction works, which are extending to include any outstanding items, that are required to be carried out during the defects liability period.
5. Checking and approval of the construction and as – built drawings prepared by the contractor.
6. Monitoring of quantities of works performed by the contractors and related payment certificates.
7. Technical assistance to GRD and PIT during the entire duration of the consultant's assignment.
8. Issue of completion and taking – over certificates.

Performance:

The project engineer in Tirana office deals with three contracts assisted by three assistant resident engineers, one for each project, which are full time on site. The resident engineer visits the site weekly and every time his presence is needed either required by his assistant resident engineer, or to verify the quality and progress of works, in particular for sensitive problems. The assistant resident engineer, full time on site, deals with the normal and routine problems of the site.

The material engineer has continued his duties up to September 2002. He checked the properties of materials used for works, has reviewed the contractor's materials testing methods to ensure they conform are to the specifications. He has completed the revision of design concrete all mixes and has started the preparation for mix proportions and asphalt formula. The main activity of the site engineer, for rehabilitation of a connection between Miloti – Lezha and the existing Lezha – Shkodra road, was the supervision of the box culvert 3,4 x 1,7 m (drawing) and the wall as per variation order No.1, solving the problem of the level on difference between already completed section of Miloti – Lezha road and the new project. All activities on site were stopped from 20 to 30 September 2002 due to the exceptional heavy rains that have flooded the entire region.

- For the completion of on going works (interchange, river banks, protection works) on the new Fushe Kruja – Mamurras road, the engineer followed the works on the Ramp B and D. He checked the work quality for the completed culverts and the embankments that are in progress. The site engineer informed the employer again for the present of two constructions on ramp D. The traffic was diverted on ramps B and D in order to start the construction of the culverts on ramps A and C. The progress of works is slowed down due to the traffic, because the local Police order that two ramps should be open to the traffic at any time. All activities on site were stopped from 20 to 30 September 2002 due to the exceptional heavy rains that have flooded the entire region.
- For the completion of two new bridges and the adjoining section of carriage way between them: Librazhd – Qukes road (from km. 3+400 to km. 4+200), the site engineer has dealt with the construction of all girders for the two bridges. The investigation of the piers foundation of the bridge at km. 3+840 has shown a critical situation. The contractor has proposed to the site engineer two solution: improve the existing structure, or a complete reconstruction. The site engineer is verifying the structural calculation (submitted by the contractor Mavrovo) for the abutment of bridge at km. 3+400 according to the actual strength of concrete.

Issues and Recommendations:

Issues: None
Recommendations: None

Financial Details:

Original of contract: US$ 334,890
Variation Order: None

Revisions:	None
Explanations:	The payment for the work performed by the supervisor during September 2002 is not effectuated up to the reporting period.

Explanatory Notes:

EXECUTIVE REPORT	Project Title:	Supervision of Emergency Road Repair works of Durres – Morina & Berat- Corovoda sections (13 contracts) (on going)		
Contract value:	US$ 918,000 revised to US$ 974,400	**Total Disbursed:**	US$ 820,878	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:		48 months		July 24th, 2004	N/A	Tick as appropriate
Actual:	July 25th, 2000		July 25th, 2000			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS																
***DOMESTIC BUDGET (in** US $)*			***FOREIGN BUDGET (in US $)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of US$)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2000		2001		2002		2003	
Investment			WB/IDA	Loan	974,400	820,878	**Semester**	1	2	1	2	1	2	1	2
VAT				Credit			**Budgeted**								
Other taxes				Grant			**Disbursed**		157.1	182.3	167,3	227.0	86.9		
Expropriation							**Performance**								
Total				Total	974,400	820,878									

BRIEF PROJECT OBJECTIVES

The purpose of the consultancy is to provide the service required for the repair works of Durres – Morina & Berat- Corovoda sections (13 contracts) to ensure that the works are completed on schedule within the budget and to specified standards.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Consultant: Louis Berger Group. Inc Contact person: Armando Pezzoni Phone 068 20 42 961	**1**. Carry out a comprehensive review of the existing design and tender documents; **2.** Carry out comprehensive surveys in order to prepare revised detailed design, drawings and tender documents suitable for tendering, but the Consultant will, to the extent practicable, use the existing documents; **3**. Include a set of such drawings and documents that are required by the GRD for formal application to acquire the effected properties; **4.** Prepare separate tender including appropriate Bill of Quantities for each contract in accordance to the requirements of Donors; **5.** Assist the PIU in all aspects of projects preparation and implementation and to participate in the tender evaluation for ten work contracts; **6.**Supervise the execution of works according to the conditions of contracts.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
ssues	Recommended Actions
None.	None.

PERFORMANCE INDICATORS

Period	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Work	52 %	54 %	57 %	61 %	65 %	70 %	75 %	79 %	84 %			
Financial	52 %	54 %	57 %	61 %	65 %	70 %	75 %	79 %	84 %			
Time	38 %	40 %	42 %	44 %	46 %	48 %	50 %	52 %	54 %			

Printed on: October 10, 2002	**Source:**	Louis Berger Group Inc. (Supervision Company)	**Contact person:** Armando Pezzoni

EXECUTIVE REPORT	Project Title:	Supervision of Emergency Road Repair works of Durres – Morina & Berat – Corovoda sections (13 contracts)(on going)

DETAILED EXPLANATIONS

Project Background:

The government of Albania (GoA) has received assistance from the World Bank (WB), International Development Association (IDA) for a program of emergency road repair of selected priority sections of National Road Network. The General Roads Directorate (GRD) of the Ministry of Transport and Telecommunications will be responsible for the supervision of works to be carried out by contractors selected through International Competitive Bidding (ICB) procedures.

Project Description and Technical Components:

Works to be carried out include emergency repair in some 221 km, of Durres – Fushe Kruje – Milot – Puke – Fushe Arrez – Kukes – Morine (border) road , and Berat – Çorovoda road section. The repair works consist in the reconstruction and/or overlaying of deteriorated section, cleaning of massive landslide, slope protection, repair of damages , structures including construction of additional ones where is necessary. The total implementation period of the whole program will be 36 months with individual contractual periods varying between 3 to 18 months. The defects liability period for each contract would be 360 days.

The supervision Consultant team will carry out the supervision of 13 works contracts and advise the GRD / PIU in all aspects of procurement under the project. The Supervisor Consultant will work under the direction of the Emergency Road Repair Project Implementation Unit (ERR PIU). The Supervisor Consultant will also assist the General Roads Directorate (GRD) in matters directly related to the Project, if required and previously agreed with the ERR PIU Director.

The main duties and responsibilities of the Supervision Consultant will consist in the administration of the work contracts, ensuring that contractual clauses whether related to quality or quantities of works are respected. The supervision Consultant will make all the engineering decision-including improvement of designs, if necessary-required for the good implementation of the contract. The Supervision shall assist PIU in the preparation of Bid Documents, Evaluation, and Contract Negotiation for Supervision Consultant Services as:

- Preparing of Design for second year Contracts
- Feasibility Study for Durres – Morina Road

Performance:

The contracts supervised during 2001 have been as in the following:

- Berat – Mbrakull (12.3 km)
- Mbrakull – Bogove (14.9 km)
- Fushe Arrez – Lajthize (14.4 km)
- Lajthize – Shen Meri (16.9 km)
- Shen Meri – Kalimash (16.4 km)
- Kalimash – Kukes (7.6 km)

These 6 projects are under defect liability period.

The contracts under supervision during 2002 are as in the following:

- Fushe Kruje – Mamurras – Milot
- Qafe Qele – Puke
- Puke – Fushe Arrez
- Fushe Arrez – Shen Meri (asphalt works)
- Shen Meri – Kukes (asphalt works)
- Berat – Bogove (asphalt works)
- Kukes – Morine

The supervisor follows the progress preparing every month the monthly report for these 7 projects.

Issues and Recommendations:

Issues:	None
Recommendations:	None

Financial Details:

Original contract:	US$ 918,000
Amendment No. 1:	Approved on 19th of April 2002, with a value of US$ 56,400 for the additional man/months for local staff due to delay in the procurement of second year civil works contracts (2002) without time extension of contract.
Revisions:	US$ 974,400

Explanatory Notes:

The amount of the payment to the supervisor is higher than his contract time, because the most part of the contract works are completed and several projects are under defect liability period. According to the supervisor work program, starting from the end of January 2003, all the projects will be under defect liability period and only the project engineer will be paid to make site investigations and checking of the projects.

EXECUTIVE REPORT	Project Title:	Lezha-Shkodra road. Lot 1. Reconstruction of Lezhe-Balldren road. (on going)		
Contract value:	Leke 567,804,672	**Total Disbursed:**	Leke 230,817,765	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	June 18,2001	18 month	July 2 2001	18 December 2002	December 17, 2003	Tick as appropriate
Actual:	June 18, 2001		July 2, 2001			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in Leke)			***FOREIGN BUDGET***				*DOMESTIC BUDGET VERSUS DISBURSEMENTS (in 000 of Leke)*								
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2001		2002		2003		2004	
Investment	454,243,737	192,348,138		Loan	N/A	N/A	**Semester**	1	2	1	2	1	2	1	2
VAT	113,560,935	38,469.647		Credit	N/A	N/A	**Budgeted**								
Other taxes				Grant	N/A	N/A	**Disbursed**		229,445.9	-	1,371.8				
Expropriation							**Performance**								
Total	567,804,672	230,817,765		Total	N/A	N/A									

BRIEF PROJECT OBJECTIVES

To accommodate expected traffic growth through reconstruction of national roads**.** Improve the maintenance and safety of national roads.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: Albtiefbau – GP Papenburg JV.
Cont. person. Stefan Kielbassa Phone 0049 170 560 82 32
Supervisor: C.LOTTI & ASSOCIATI Sh.p.k.
Cont. person. Francesco Rosati. Phone 068 20 21 269

Lot 1. Lezhe-Balldren road is 6.2 km long. The works consists essentially in the widening of the embankment to 10.5 m; improvement of the vertical and horizontal alignments; rehabilitation of one existing bridge over the railway; construction of new 12 m bridge at km. 3+752; construction of box and pipe culverts; minor works to improve the existing drainage; road pavement and signs.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
1. Due to the bad weather, heavy rains from 21 to 30 September 2002, all activities were stopped. 2. The project is delayed. The crushing plant is being installed, so the crushed stone production has not started yet. Concrete works are going very slowly. 3.The expropriation procedures are completed but the payment to the landowners is not executed yet, so the contractor has no access from km.1+040 to km. 1+120.	1. Use the Exceptional Advice Condition, clause of the Contract to request a time extension. 2. The Contractor has to make extra efforts to work in all Project tasks, increase the number of workers and equipment, and also involve subcontractors to speed-up the works. 3. General Road Directorate must resolve the expropriation issue from km. 1+040 to km. 1+120.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	11 %	12 %	13 %	14 %	19 %	23 %	26 %	31 %	36 %			
	Financial	40 %	40 %	40 %	40 %	40 %	40 %	40 %	41 %	41 %			
	Time	39 %	44 %	50 %	55 %	60 %	66 %	71 %	77 %	83 %			

Printed on: October 14, 2002 **Source:** C.LOTTI & ASSOCIATI Sh.p.k. (Supervision Company) **Contact person:** Francesco Rosati

EXECUTIVE REPORT	**Project Title:** Lot 1. Reconstruction of Lezhe-Balldren Road (Part of Lezha-Shkodra road) (on going)

DETAILED EXPLANATIONS

Project Background:

Lezha –Balldren is a road (6.2 km) joining the existing road from Shengjin junction to the old road at Gjadri airport. This road section was used more as a military road for Gjadri airport. The road is situated at the north side of the Drini River (this is the Lezha branch of Drini river). The road 5m wide is in poor conditions; the surface is destroyed and cannot handle the traffic.

Project Description and Technical Components:

The road works consists:

- Widening of the embankment to 10.5 m
- Improvement of the vertical and horizontal alignment
- Rehabilitation of one existing bridge over the railway
- Construction of new 12 m bridge at km. 3+752
- Construction of box and pipe culverts
- Minor works to improve the existing drainage
- Road pavement and signs.

Performance:

Excavation:	for road widening, from km. 1+120 to km. 6+200 is completed, from km. 0.000 to km. 1,250 in progress. Rock excavation: at km.2+000 completed, at km. 4.900 in progress.
Embankment:	foundations, from km. 1+120 to km. 6+200, prepared, from km.1.5 to km. 2.0 in progress.
Backs filling:	first layer (with rock buster), second, third, fourth and fifth layer with gravel material from the Drini River, from km. 1,120 to km. 6+200, from km. 0.000 to km. 1,250 completed, reaching the same level of the existing asphalt level.
Gabions walls:	completed at km. 0+260, km. 0+340, in progress at km 0+035 and km.1+635.
Road diversion:	at km. 3+752 completed.
Bridge:	at km. 3+752: the 7 pre-cast beams and the 8 underground piles, abutment A and B are completed and the preparation of the deck slab is in progress.
Culverts:	Box extension, at km 2+981 and km 3+933, completed. Box new at km 5+940 completed. Pipe extension: at km 5+014, km. 2+163, excavations, casting of base, encasement, inlet, outlet and Pipes new at km 0+767, km. 1+487, km. 2+600, km. 4+725, km. 4+900, 5+228 and 5+438 are in progress.
Irrigation channel:	at km. 5+100, km. 4+700 is in progress.
Drainage channel:	at km. 1+150 is in progress

General Performance:

The Contractor started the exploitation of a limestone quarry from the old road to Gjadri airport and it is producing boulders for the first layer of embankments.

The Contractor finalized a contract with Falcione Company that is supplying the ready mix concrete and the concrete strength is largely above the limit.

The employer is informed several times by the contractor for the delays of the project.

Project modification:

Due to the mud foundation at the widening of the road between km. 2+050 and km. 1+700 (near Drini River), the gabion wall has been extended till km. 2+050. Between km. 0+200 and km. 0+250 during the widening at the site of the Drini River, the Contractor found the existing filling executed with rubbish mixed with soil. Therefore, has been executed additional excavation to find soil with good bearing capacity. At km. 5+627 is added one pipe culvert with 1,000 mm of diameter, at km. 2+272 is added another pipe culvert with 600 mm of diameter, and also another pipe culvert is added at Gjadri Intersection.

Issues and Recommendations:

Issues: Due to the bad weather, heavy rains from 21 to 30 September 2002, all activities were stopped.
Recommendations: Use the Exceptional Advice Condition, clause of the Contract to request a time extension.
Issues: The project is delayed. The crushing plant is being installed, so the crushed stone production has not started yet. Concrete works are going very slowly.
Recommendations: The Contractor has to make extra efforts to work in all Project tasks, increase the number of workers and equipment, and also involve subcontractors to speed-up the works.
Issues: The expropriation procedures are completed but the payment to the landowners is not executed yet, so the contractor has no access from km.1+040 to km. 1+120.
Recommendations: General Road Directorate must resolve the access issue from km. 1+040 to km. 1+120.

Financial Details:

Original contract: Leke 567,804,672

Variation Order:	None
Revisions:	Leke 567,804,672. When the contract was signed were foreseen Leke 20,000,000 of contingencies. The additional works for the modifications of the project do not get over this amount, so the total cost of the project has no change.
Explanations:	From the January up to July 2002 the Contractor didn't receive any payment because it was effectuated in advance with the interim payment certificates on November and December 2001 (otherwise these amount of money needed to be reallocated to the Albanian budget of 2002).

Explanatory Notes:

According to the contract, the project handing over cannot take place before 365 calendar days, after the completion of the Project.

Note: According to the Supervisor work experience, the project completion date cannot take place before the end of April 2003.

EXECUTIVE REPORT	Project Title:	Lezhe – Shkodra road Lot 2. Reconstruction of Vaudejes Junction – Shkodra road (on going)		
Contract value:	Leke 788,495,040	**Total Disbursed:**	Leke 146,190,260	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	18 December 2001	21 month	30 December 2001	30 September 2003	29 September 2004	Tick as appropriate
Actual:	18 December 2001		30 December 2001			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 of Leke)			***FOREIGN BUDGET (in Leke)***				*DOMESTIC BUDGET VERSUS DISBURSEMENTS (in 000 Leke)*								
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2002		2003		2004		2005	
Investment	630,796,032	121,188.2		Loan	N/A	N/A	**Semester**	1	2	1	2	1	2	1	2
VAT	157,699,008	24,365.0		Credit	N/A	N/A	**Budgeted**								
Other taxes				Grant	N/A	N/A	**Disbursed**	146,190.2							
Expropriation							**Performance**								
Total	788,495,040	146,190.2		Total	N/A	N/A									

BRIEF PROJECT OBJECTIVES

To accommodate expected traffic growth through rehabilitation/construction of national roads**.** Improve the maintenance and safety of national roads.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: Papenburg
Cont. person. Stefan Kielbassa Phone 0049 170 560 82 32
Supervisor: C.LOTTI & ASSOCIATI Sh.p.k.
Cont. person. Francesco Rosati. Phone 068 20 21 269

Lot 2. Vaudejes Junction – Shkodra Road is 8.2 km road joining the existing road Lezha – Vaudejes Junction with the old road to Shkodra. The road is situated at the south side of the Drini River. The road is in poor conditions, 5m wide, and the road surface is destroyed and cannot handle the traffic. The road works consist of widening the embankment to 10.5 m; improvement of the vertical and horizontal alignments; construction of new 12 m bridge at km. 3+856; construction of box and pipe culverts; minor works to improve the existing drainage; road pavement and traffic signs.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
1.Due to the bad weather, heavy rains from 21 to 30 September 2002, all activities were stopped. 2.No access at km. 4.4 and from km. 6+000 to km. 6+059. 3. Work certificates for July & August 2002 not submitted to the supervisor.	1. Use the Exceptional Advice Condition, clause of the Contract to request a time extension. 2.General Road Directorate must resolve the access issue at km. 4.4 and from km. 6+000 to km. 6+059. 3. Contractor must submit work certificates for July and August.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	0 %	0 %	0 %	0 %	3 %	7 %	10 %	12 %	14 %			
	Financial	10 %	10 %	10 %	10 %	16 %	19 %	19 %	19 %	19 %			
	Time	5 %	10 %	14 %	19 %	24 %	29 %	34 %	39 %	43 %			

Printed on: October 8, 2002	**Source:**	C.LOTTI & ASSOCIATI Sh.p.k. (Supervision Company)	**Contact person:** Francesco Rosati

EXECUTIVE REPORT	**Project Title:** Lezhe – Shkodra road Lot 2. Reconstruction of Vaudejes Junction – Shkodra Road (on going)

DETAILED EXPLANATIONS

Project Background:

This road session (8.2 km, part of Lezha – Shkodra road) is located in the north of Albania. It starts at Vaudejes Junction, joining the existing road from Lezha with the old road of Shkodra. The road is situated at the south side of the Drini River. The road 5m wide is in poor conditions; the road surface is destroyed and cannot handle the traffic.

Project Description and Technical Components:

The road works consist of:

- Excavations
- Back fillings
- Structure works
- Gabions
- Widening of the embankment to 10.5 m
- Improvement of the vertical and horizontal alignments,
- Construction of new 12 m bridge at km. 3+856,
- Construction of box and pipe culverts
- Minor works to improve the existing drainage
- Road pavement and traffic signs.

Performance:

Clearing:	completed up to km. 6+500 excluding the areas where the landowners did not allow the Contractor to work (from km. 0+450 to km. 1+100).
Excavation:	from km. 0+050 to km. 0+450, from km. 1+000 to km. 3+700 and at km. 5.4 completed, in process from km. 3+900 to km. 6+500.
Backs filling:	completed first layer with rock buster and the second layer with gravel material from the Drini River, at the same locations to reach the existing asphalt elevation.
Concrete works:	started and the production's quality is acceptable.
Road diversion:	completed at km. 3+860
Bridge:	completed the 8 underground bridge piles at km. 3+860. At the same bridge the 2 pre-cast beams are in progress.
Culverts:	Box extension, in progress at km. 2+923. Pipe extension in progress at km. 0+267, at km.1+129, at km. 2+050, at km. 2+170, at km. 3+765, at km. 3+810, at km. 3+850.
Gabions:	filling in progress from km. 5+140 to km. 5+229; base rock filler in preparation from km. 5+293 to km 5+311.
Expropriations:	completed as procedures, but the Contractor has no access at km. 4.4 and from km. 6+000 to km. 6+059.

General Performance:

The contractor started the exploitation of a limestone quarry near Gocaj. In Stajka village are established the asphalt and crushing plant to produce the aggregates for asphalt works. The crushing plant has not been tested yet because there are missing some spare parts. The preparation of the reinforcing steel for the underground piles of the bridge at km. 10+821 in progress.

Project modification:

To reduce the cost of expropriation it will be necessary to change the centerline of road from km. 3+400 to km 4+500. The original design requires the expropriation of a part of the petrol station located at km 4+300, moving the centerline of the road about 5 lm this way the expropriation cost will be reduced drastically. The Supervision has completed the centerline changes.

From km. 4+448 to km. 6+378 where the construction of tall retaining walls were foreseen, this structure can be drastically reduced/cancelled by increasing the slope of the excavation cut. This operation will require some additional expropriations.

Issues and Recommendations:

Issues:	Due to the bad weather, heavy rains from 21 to 30 September 2002, all activities were stopped.
Recommendations:	Use the Exceptional Advice Condition, clause of the Contract to request a time extension.
Issues:	No access at km. 4.4 and from km. 6+000 to km. 6+059.
Recommendations:	General Road Directorate must resolve the access issue at km. 4.4 and from km. 6+000 to km. 6+059.
Issues:	Work certificates for July and August not submitted to the supervisor.
Recommendations:	Contractor must submit work certificates for July and August.

Financial Details:

Original contract: Leke 788,495,040

Variation Order: None
Contract revised: Leke 788,495,040
Explanations: According to the contract, the contractor had two months (up to the end of February 2002) for the mobilization. For the other two months, up to the end of April 2002, there was no production; this is why for the first 4 months of the Contract the work achieved is 0%.

Explanatory Notes:

According to the contract, the project handing over cannot take place before 365 calendar days, after the completion of the Project.

EXECUTIVE REPORT	Project Title:	Lezha – Shkodra road. Lot 3. Construction Balldren – Piraj road (on going)		
Cost:	Leke 1,288,054,368	**Total Disbursed:**	Leke 215,299,082	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:		21 month	31 December 2001	30 September 2003	29 September 2004	Tick as appropriate
Actual:	27 December 2001		31 December 2001			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in Leke)			***FOREIGN BUDGET***				*DOMESTIC BUDGET VERSUS DISBURSEMENTS (in 000 of Leke)*								
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	**2001**		**2002**		**2003**		**2004**	
Investment	1,073,378,640	179,415,901		Loan	N/A	N/A	**Semester**	1	2	1	2	1	2	1	2
VAT	214,675,728	35,883,180		Credit	N/A	N/A	**Budgeted**								
Other taxes				Grant	N/A	N/A	**Disbursed**		128,805,4	26,752,4	59,741.1				
Expropriation							**Performance**								
Total	1,288,054,336	215,299,082		Total	N/A	N/A									

BRIEF PROJECT OBJECTIVES

To accommodate expected traffic growth through construction of national roads**.** Improve the maintenance and safety of national roads.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: Albtiefbau – GP Papenburg JV.
Cont. person. Stefan Kielbassa Phone 0049 170 560 82 32
Supervisor: C.LOTTI & ASSOCIATI Sh.p.k.
Cont. person. Francesco Rosati. Phone 068 20 21 269

Lot 3. Balldren – Piraj road is 11 km long. This road is a totally new construction crossing the Zadrima plain at the east side of the Gjadri airport. The road works consists mainly in embankment formation; 3 bridges constructions; 2 on Gjadri river and one on Drini river; box and pipe culverts; drainage works, road pavement and traffic signs.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
1. Due to the bad weather, heavy rains from 21 to 30 September 2002, all activities were stopped. 2.The contractor is delayed starting the activities on the underground piles for the bridge at km. 0+700 and km. 10+800 and there is no planning for the starting of the works. 3. The crushing plant in Gocaj village is not installed, and the concrete works have not started yet.	1. Use the Exceptional Advice Condition, clause of the Contract to request a time extension. 2.Ask the contractor to present a new work program and define the starting date for this section. 3. The contractor must make all the efforts to install the crushing plant in Gocaj village and start the concrete works as soon as possible otherwise the completion of the works will be delayed.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	0 %	0 %	0 %	0 %	1 %	3 %	5 %	7 %	10 %			
	Financial	10 %	10 %	10 %	10 %	10 %	12 %	14 %	17 %	17 %			
	Time	5 %	9 %	14 %	19 %	23 %	28 %	34 %	39 %	43 %			

Printed on: October 14, 2002	**Source:** C.LOTTI & ASSOCIATI Sh.p.k. (Supervision Company)	**Contact person:** Francesco Rosati

EXECUTIVE REPORT	**Project Title:** Lezha – Shkodra road Lot 3. Construction of Balldren – Piraj Road (on going)

DETAILED EXPLANATIONS

Project Background:

This road session 11 km as long (part of Lezha – Shkodra road) is located in the north of Albania. It starts at Balldren, joining Lot 1 (Lezhe-Balldren section, which is under reconstruction) and ends at the village of Piraj where it will be connected with Lot 4 (Piraj-Vaudejes Junction). This road is a totally new construction crossing Zadrima plain at the east side of the Gjadri airport.

Project Description and Technical Components:

The road works consists mainly in embankment formation:

- 3 bridges constructions, 2 on Gjadri river and one on Drini river
- Box and pipe culverts, drainage works
- Road pavement and traffic signs

Performance:

Excavations: completed from km. 0 to km. 0+700, and from km. 6+950 to km. 10+400 and is in progress from km. 10+400 to km. 10+700.

Back filling: Completed from km.0 to km. 0+600. The first layer is completed from km. 6+950 to km. 9+800 and the gravel layers are in progress from km. 6+950 to km. 9+800. The contractor is using 26 rented trucks (with average 20m^3 of volume) to transport the gravel from Stajka village to the site.

Culvert: pipe, at km. 0+069 and the box culvert at km. 0+475 are in progress.

General Performance:

The contractor started the exploitation of a limestone quarry near by Gocaj. In Stajka are completed the asphalt and crushing plant to produce the aggregates for the asphalt works. The crushing plant has not been tested yet, because there are missing some spare parts. The preparation of the reinforcing steel of the underground piles for the bridge at km. 10+821 is in progress.

Project modifications:

One span of bridge at km. 0+700 has been cancelled to avoid problems to the existing truck road and to the nearby properties.

Issues and Recommendations:

Issues: Due to the bad weather, heavy rains from 21 to 30 September 2002, all activities were stopped.
Recommendations: Due to the bad weather, heavy rains from 21 to 30 September 2002, all activities were stopped.
Issues: The contractor is on delay starting the activities on the underground piles for the bridge at km. 0+700 and km. 10+800 and there is no planning for the starting of the works.
Recommendations: Ask the contractor to present a new work program and define the starting date for this section.
Issues: The crushing plant in Gocaj village is not installed, and the concrete works have not started yet.
Recommendations: The contractor must make all the efforts to install the crushing plant in Gocaj village and start the concrete works as soon as possible otherwise the completion of the works will be delayed.

Financial Details:

Original amount of contract: Leke 1,288,054,368
Variation Order: None
Revisions: None
Explanations: According the Contract the Contractor had two months (up to the end of February 2002) for the mobilization period. For the other two months up to the end of April 2002, was no production. This is why during the first 4 months of the Contract the work achieved was 0%.

Explanatory Notes:

According to the contract, the project handing over cannot take place before 365 calendar days, after the completion of the Project.

EXECUTIVE REPORT	Project Title:	Lezha – Shkodra road. Lot 4. Construction of Piraj – Vaudejes Junction road (on going)		
Contract value:	Leke 1,414,804,230	**Total Disbursed:**	Leke 141,480,423	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:		20 month		19 March 2004	18 March 2005	Tick as appropriate
Actual:	4 June 2002		20 July 2001			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS																
DOMESTIC BUDGET (in 000 Leke)			***FOREIGN BUDGET (in Leke)***				*DOMESTIC BUDGET VERSUS DISBURSEMENTS (in 000 Leke)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2002		2003		2004		2005	
Investment	1,179,003,525	117,900,352		Loan	N/A	N/A	**Semester**	1	2	1	2	1	2	1	2
VAT	235,800,705	23,580,070		Credit	N/A	N/A	**Budgeted**								
Other taxes				Grant	N/A	N/A	**Disbursed**		141,480.4						
Expropriation							**Performance**								
Total	1,414,804,230	141,480,423		Total	N/A	N/A									

BRIEF PROJECT OBJECTIVES
To accommodate expected traffic growth through construction of national roads**.**
BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS
Contractor: JV Triss Ndertim – Albavia Cont. person. Ismail Ahmeti. Phone 04 23 00 93 Supervisor: C.LOTTI & ASSOCIATI Sh.p.k. Cont. person. Francesco Rosati. Phone 068 20 21 269 Lot 4. Piraj - Vaudejes Junction. This road 8 km long totally new construction, is part in fill, part in cut crossing the hill near Shkieza village. The road works consists mainly in embankment formation, excavation, construction of box and pipe culverts, drainage works road pavement and traffic signs.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
1. Due to the bad weather, heavy rains from 21 to 30 September 2002, all activities were stopped. 2. The expropriation process is not completed. 3. The work activities are too slow by the contractor Albavia.	1. Use the Exceptional Advice Condition, clause of the Contract to request a time extension .2. General Road Directorate must complete as soon as possible the expropriation process. 3.The employer must request to Albavia to increase the work terms.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work							0 %	0 %	5 %			
	Financial							10 %	10 %	10 %			
	Time							2 %	7 %	12 %			

Printed on: October 8, 2002	**Source:** C.LOTTI & ASSOCIATI Sh.p.k. (Supervision Company)	**Contact person:** Francesco Rosati

EXECUTIVE REPORT	**Project Title:** Lezha – Shkodra road. Lot 4.Construction of Piraj – Vaudejes Junction road (on going)

DETAILED EXPLANATIONS

Project Background:

This road session 8 km long (part of Lezha – Shkodra road) is located in the north of Albania. It starts at Piraj village joining Lot 3 (Balldren – Piraj, new road) and ends at the Vau Dejes junction where it will be connected with Lot 2 (Vau Dejes Junction – Shkodra road).

Project Description and Technical Components:

The road works consist of:

- Excavations
- Back fillings
- New bridge at km. 16+220, at km. 18+800 and at km. 17+500
- Structure works, walls, gabions
- Construction of box and pipe culverts
- Drainage
- Road pavement and traffic signs.

Performance:

Excavations: in progress at km.16

Bridge: the production of the beams for the bridge at km. 16+220 and at km. 18+800 is in progress. (8 beams are cast in the contractor's plant in Vora). The preparation of the reinforced steel for the underground piles of the bridge at km.17+500 is in progress.

General Performance:

The contractor started the activities at the beginning of September 2002. He prepared the sites in Shkieza and Maba. The concrete plant was erected in Shkieza, tested, and is producing concrete. The Geo-textile was ordered.

Project modification:

The slopes of the excavation of the flush hills are better approached to improve the safety during the execution of the works.

Issues and Recommendations:

Issues: Due to the bad weather, heavy rains from 21 to 30 September 2002, all activities were stopped.
Recommendations: Due to the bad weather, heavy rains from 21 to 30 September 2002, all activities were stopped.
Issues: The expropriation process is not completed.
Recommendations: General Road Directorate must complete as soon is possible the expropriation process.
Issues: Work handled by Albavia is too slow.
Recommendations: The employer must request Albavia to increase the work terms.

Financial Details:

Original amount of contract: Leke 1,414,804,230
Variation Order: None
Revisions: Leke 1,414,804,230
Explanations: According the Contract the Contractor has two months (up to the 20 September 2002) for the mobilization period; this is why the first 2 months of the contract work achieved was 0%.

Explanatory Notes:

According to the contract, the project handing over cannot take place before 365 calendar days, after the completion of the Project.

EXECUTIVE REPORT	Project Title:	Construction of Vore – Durres Highway Section 2. Sukth –Durres (on going)			
Contract value:	€ 15,351,205 revised € 21,420,000	**Total Disbursed:**	€ 17,562,138	**Reporting Period::**	Up to September 2002

BUDGET AND DISBURSEMENT STATUS																
DOMESTIC BUDGET (in 000 Leke)			***FOREIGN BUDGET (in €)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in €)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	1999		2000		2001		2002		
Investment			EIB	Loan	21,420,000	17,562,138	**Semester**	1	2	1	2	1	2	1	2
VAT	457,317.0	372,536.4		Credit			**Budgeted**								
Other taxes				Grant			**Disbursed**	1.538.1	897,6	3,543.8	1,851.5	4,128.1	3,191.9	1,816.0	579.8
Expropriation							**Performance**								
Total	457,317.0	372,536.4		Total	21,420,000	17,562,138									

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:		18 months revised to 47.5 months		10 July 2000 revised to 25 December 2002	9 July 2001 revised to 24 December 2003	Tick as appropriate
Actual:	18 December 1998		11 January 1999			Under
Performance:						Over

BRIEF PROJECT OBJECTIVES

To accommodate expected traffic growth through construction of national roads.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: Lombardini Ruscalla S.p.a. ITALY
Contact person. Sergio Monaco. Tel: 068 20 47947
Supervisor: J.V. SOTECNI – STP – High point Rendel
Contact person. Raimondo Getile Tel: 068 20 29903

The project foresees the construction of two carriageways divided by a New Jersey barrier. Each carriageway is constituted by two lines each 3.50 m, hard shoulders1.75 m and earth shoulders 0.75 m wide. The total road's width is 20.10 m, including 1.10 m for the New Jersey barrier. This section corresponds to the Italian Standard ??? category with a design speed 80-100 km/h. The section 2 has a length of 8.7 km, apart from 1.1 km related to the link road from Shkozet Interchange to the existing Tirana road. The highway has a new alignment, which ends at Durres with the Dajlani Interchange connecting the highway with the Durres city, Durres Port and the old Durres – Tirana road.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)

Issues	Recommended Actions

1. Due to the bad weather, heavy rains from 23 to 30 September 2002, all activities were stopped. 2. Two-floors building not expropriated at Dajlani Interchange, is delaying the works on part of ramps F & H. 3. The ramp's and Shkozet Interchange width is not decided yet by GRD. 4. There are delays on the Link Road section, due to the restriction of expropriation areas, change of horizontal alignment, typical cross section and relocation of services.	1. Use the Exceptional Advice Condition, clause of the Contract to request a time extension. 2. The employer must complete the expropriation of two-floors building. 3. GRD must decide the ramp's width. 4. The employer must complete as soon as possible the expropriation procedures; approve the changes of the horizontal alignment, typical cross section and relocation of services.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	70 %	71 %	73 %	75 %	76 %	76 %	78 %	80 %	83 %			
	Financial	65 %	67 %	69 %	69 %	69 %	73 %	76 %	77 %	80 %			
	Time	77 %	79 %	81 %	83 %	85 %	88 %	90 %	92 %	94 %			

Printed on: 15 October, 2002	**Source:** EU/PHARE; General Road Directorate	**Contact person:**	Majlinda Gjonaj

EXECUTIVE REPORT	**Project Title:** Construction of Vore – Durres Highway Section 2. Sukth – Durres (on going)

DETAILED EXPLANATIONS

Project Background:

This project is part of the construction of Vora – Durres Highway. Section 2. Sukth –Durres, starts at km. 12+200 and ends at km. 20+890. This road section will connect the new highway with the Durres city, Durres Port and the old road Durres – Tirana.

Project Description and Technical Components:

The main road works characteristics are as follows:

- Road pavement 54 cm thick (35 cm crushed base, 10 cm asphalt base, 5 cm binder, 4 cm wearing course)
- Major structures:
  - From m. 12+254 to km. 12+354 bridge over the Erzeni river
  - At km. 12+625, Jub – Sukth underpass
  - From km. 12+274 to km. 13+347, Fllaka railway overpass
  - At km. 14+858 galvanized steel structure
  - At km. 15+327 Fllaka overpass
  - At km. 17+910 Rinia overpass
  - At km. 18+320 galvanized steel structure
  - At km. 18+565 to km. 19+085 Shkozet overpass
  - At km 19+630 galvanized steel structure
  - At km 20+104 galvanized steel structure
  - At km. 20+320 Dajlani Interchange

During the construction period the employer decided to improve the project including the construction of the link road connecting the new highway at Shkozet Interchange with the old Tirana – Durres road. This link is a 2-lanes road plus 2 secondary one-way lanes, one for each side for local traffic. Guardrails divide the main lanes and secondary lanes. The length of the link road is 740 lm.

Performance:

Road works (main road):	earthworks, road pavement, culverts, road signs, horizontal paint, New Jersey barriers, guardrails and ancillary works, from km. 12+220 to km 20+320 completed and handed over on 9th of January 2002.
Rinia overpass:	partially completed, in expect to restart the asphalt operation to complete deck waterproof, deck binder course, wearing course, bridge expansion joint and guardrails.
Erzeni river Bridge:	the structures are completed and included in the main road handed over report.
Railway overpass:	the structures are completed and included in the main road handed over report.
Shkozet Interchange:	
- earthworks:	ramp C, in process the embankment of material; the last part of ramp A, the multiplexed culvert design is submitted and approved for construction;
- structures:	waterproofing of deck, deck binder and expansion joint installation, are in progress
- pavement:	binder and wearing course for ramps A, B, C,E, D,K, F in progress
- pipe culvert:	completed
Link road:	
- earthworks:	road excavation from km. 1+150 completed; embankment formation from km. 0+423 to km. 1+100 completed; sub-grade formation from km. 0+423 to km. 0+885 completed;
- pavement:	base first layer from km 0+423 to km. 0+880 completed;
- ancillary works:	pipe culvert ? 1,500mm at km.0+423 completed, multiplex pipe culvert at km.0+800 completed, French drain with PVC pipe 315mm from km.0+423 to km.1+900 completed, side retaining wall in progress, relocation of electricity 6KV waiting for approval from KESH Durres.
Dajlani Interchange:	
- earthworks:	ramps 1 & 2 completed and handed over on 9th of January 2002; embankment formation & sub-grade formation for Track E main road, from km. 20+320 to km. 20+615 and from km. 20+880 to km. 21+000 completed; embankment formation Track ? completed; embankment formation & sub-grade formation for Track C, D, B,G, N, F, H completed; for Track F, H no works can be carried out since there is still a building to be demolished.
- structures:	pilling works completed; Track E1 & E2, concrete works for abutment 1 and 2 completed; Track ? Piers 1 & 2 completed, retaining wall completed, the upper wall of the abutment 4 in progress; Prefabricated slates & side slates for Track E 2 abutment 2 prier 5 completed. Prefabricated slates & side slates for Track E 1 abutment 1 prier 5 in progress. Prefabricated slates & side slates for Track ? abutment 4 prier 5 in progress; steel structural beams for Track E1 & E2 arrived on site; steel structural beams for Track E1 abutment 1 prier 2 assembled; steel structural beams for Track E2 abutment 2 prier 8 assembled;

- pavement: ramps 1 & 2 completed and handed over on 9th of January 2002; stabilized second layer main road & Track E from km.20+320 to km.20+615 and from km.20+880 to km.21+000 completed; stabilized second layer Track B, C, D,I completed; stabilized second layer Track G, F, H, N in progress;
- ancillary works: box culvert at ramp G completed; extension of three concrete pipes culverts ? 800mm completed; diversion of sewerage line on the ramp G completed; installation of multiplexed culverts at ramp E, C and D completed; installation and diversion of sewerage line ramp C, D and new channel alignment completed;

General Performance:

Dajlani Interchange: from km. 20+230 to km. 20+890 has started by the end of October 2001 after signing the Addendum No. 1.

Link road: has caused a long delay in the implementation for many causes, restriction of expropriation areas and a request of the GRD to change the horizontal alignment, typical cross section and relocation of services.

Project modification:

Shkozet Interchange: the width of the ramp C is still to be decided since GRD expressed his attention to include a sidewalk that is starting from the bridge up to the link road sidewalk at km. 0+423. Instruction has been received to place the multiplied culvert in the channel at the end of ramp A. the design has been approved by engineer representative. This change will be covered by provisional sum preview in contract value.

Issues and Recommendations:

Issues: Due to the bad weather, heavy rains from 24 to 30 September 2002, all activities were stopped.
Recommendations: Use the Exceptional Advice Condition, clause from the Contract to request a time extension.
Issues: Two-floors building not expropriated at Dajlani Interchange, is delaying the works on part of ramps F & H.
Recommendations: The employer must complete the expropriation of two-floors building.
Issues: The ramp's and Shkozet Interchange width is not decided yet by GRD.
Recommendations: GRD must decide the ramp's width.
Issues: The Link road section is delayed from the restriction of expropriation areas, change of horizontal alignment, typical cross section and relocation of services.
Recommendations: The employer must complete as soon as possible the expropriation procedures; approve the changes of the horizontal alignment, typical cross section and relocation of services.

Financial Details:

Original contract: € 15,351,205
Addendum No.1: approved on 22nd of October 2001 with a value of € 6,068,795, for the construction of Dajlani Interchange including time extension up to 25 December 2002.
Revisions: € 21,420,000

Explanatory Notes:

According to the contract, the project handing over cannot take place before 365 calendar days, after the completion of the Project.

EXECUTIVE REPORT	Project Title:	Completion of two bridges and the adjoining section of carriage way between them (on going)	
Contract value: Leke 124,162,290	**Total Disbursed:**	Leke 26,721,453	**Reporting Period:** Up to September 2002

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 of Leke)			***FOREIGN BUDGET (in 000 Leke)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of Leke)*								
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2002		2003		2004		2005	
Investment	43,456.8	9,352.5	WB/IDA	Loan	80,705.488	17,368,944	**Semester**	1	2	1	2	1	2	1	2
VAT	24,832.4	4,453.5		Credit			**Budgeted**								
Other taxes				Grant			**Disbursed**	11,547	5,821						
Expropriation							**Performance**								
Total	68,289.2	13,806.0		Total	80,705.488	17,368,944									

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	30 April 2002	8 months	30 May 2002	14 January 2003		Tick as appropriate
Actual:	19 April 2002		15 May 2002			☐ Under
Performance:						☐ Over

BRIEF PROJECT OBJECTIVES

Completion works for two bridges and the adjoining section of carriageway between them.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: ADG MAVROVO. Contact person: Zeleznikovu Dimitrija. Phone 04 225 012 Supervisor: ITALCONSULT S.p.a. (Italy) Contact person: Gianmarco P.Dall"Acqua Phone 04 22 35 99	The works of this project consists: Construction of a single-span bridge having a length of 30 m; repair works at the existing abutments are needed. Construction of a two-span bridge having a length of 50 m; the western abutment and the pier have been already constructed; Rehabilitation of the existing road, totaling approx. 700 m, adjoining the two bridges.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)

Issues	Recommended Actions
1. Due to the bad weather, heavy rains from 22 to 30 September 2002, all activities were stopped. 2.The contractor has achieved 33 % of the work and received 22% of the contract value.	1. Use the Exceptional Advice Condition, clause of the Contract to request a time extension. 2. The employer must effectuate the payment for the third interim payment certificate to contractor.

PERFORMANCE INDICATORS (2002)													
Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work					2 %	7 %	13 %	27 %	33 %			
	Financial					10 %	10 %	22 %	22 %	22 %			
	Time					6 %	19 %	31 %	43 %	53 %			

Printed on: October 18, 2002	**Source:** Supervision report September 2002; WB/National Roads Rehabilitation Project; General Road Directorate	**Contact person:**	Ledia Doçi

EXECUTIVE REPORT	Project Title:	Completion of two bridges and the adjoining section of carriage way between them (on going)

DETAILED EXPLANATIONS

Project Background:

This project is located on the national road Librazhd – Qukes from km. 3+400 to km. 4+200. The project consists in the completion of the construction works for two bridges and the carriageway between them.

Project Description and Technical Components:

The works consist of:

- Construction of a single-span bridge having a length of 30 m
- Repair works at the existing abutments.
- Construction of a two-span bridge having a length of 50 m; the western abutment and the pier have been already constructed
- Rehabilitation of the existing road, (approx. 700 m), adjoining the two bridges.

Performance:

The work situation up to the September 2002 is as follow:

- Staking out the centerline and the measurement of the cross sections, completed
- Demolition of three existing concrete beams, completed
- Rock excavation and earth excavation: in progress, (completed, 5,400 m^3)
- Scarification of the existing road layer: in progress, (completed, 4400 m^2)
- Bitumen layer (10 cm thick): in progress, (completed, 3,400 m^2)
- Pavement layer (5 cm thick): in progress, (completed, 4,510 m^2)
- Structure excavation: in progress, (completed, 1,900 m^3)
- Different concrete works: in progress, (completed, 2,800 m^3)
- Iron for reinforced concrete: in progress, (completed, 12 ton)

Project modification:

The contractor Mavrovo - ADG was instructed to change the type of the beams (without additional cost) that will be used for the super structure of the two Bridges according the approved design by the employer.

Issues and Recommendations:

Issues:	Due to the bad weather, heavy rains from 22 to 30 September 2002, all activities were stopped.
Recommendations:	Use the Exceptional Advice Condition, clause of the Contract to request a time extension.
Issues:	The contractor has achieved 33 % of the work and received 22% of the contract value.
Recommendations:	The employer must effectuate the payment for the second interim payment certificate to contractor.

Financial Details:

Original amount of contract:	Leke 124,162,290. No of contract: IDA Credit: ALB 3427-ALB According to the agreement the total amount of the project will be paid 65% from IDA and 35% from the Government of Albania.
Variation Order No1:	Approved on 7th of September 2002, to change the type of the beams. The cost will be the same as per bill of quantities, therefore without extra cost. This variation order has no implication on the time contract.
Revisions:	None
Explanations:	The contractor has received Leke 12,416,229 (as advanced payment on 17th of May 2002) and Leke 17,881,530 (for the first interim certificate) on 24th of July 2002. On 6th of September 2002 the contractor submitted the second interim certificate with amount Leke17,129,714. The payment of second interim certificates is under evaluation.

Explanatory Notes:

The supervisor has informed the employer for the delays in project implementation. According to the contract, the project handing over cannot take place before 365 calendar days, after the completion of the Project.

EXECUTIVE REPORT	Project Title:	Civil works for the connection of new Miloti - Lezha Road and the existing Lezha –Shkoder road (on going)		
Contract value:	Leke 203,952,100 revised on September 7, 2002 on 209,975,060	**Total Disbursed:**	Leke 20,395,210	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**							
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability		
Estimated:	30 April 2002	9 month	30 May 2002	15 February 2003	15 February 2004	Tick as appropriate		
Actual:	7 May 2002		15 May 2002					Under
Performance:								Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 of Leke)			***FOREIGN BUDGET (in Leke)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of Leke)*								
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2002		2003		2004		2005	
Investment	73,491.2	7,138.3		Loan			**Semester**	1	2	1	2	1	2	1	2
VAT	34,995.8	3,399.2	WB	Credit	136,483,789	13,256,887	**Budgeted**								
Other taxes				Grant			**Disbursed**	13,256.8							
Expropriation							**Performance**								
Total	108.487.1	10,537.5		Total	136,483,789	13,256,887									

BRIEF PROJECT OBJECTIVES

Completion of construction works for the Milot – Lezha road connection with the city of Lezha and Lezhe – Shkodra road. Road section: 1.3 km long.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: Construzioni FALCIONI
Contact person: Giusepe Parziale Phone 04 25 64 72
Supervisor: ITALCONSULT S.p.a. (Italy)
Contact person: Gianmarco P.Dall"Acqua Phone 04 22 35 99

Construction of 620 m of a single carriageway road starting from the ending point of the new road Miloti – Lezha and connecting it with the existing road Lezhe – Shengjin. Rehabilitation of 710 m of the existing road up to the connection with Lezha-Shkodra road near the bridge over Drini river in Lezha. Rehabilitation and widening of the existing bridge (length =50m) over the railway line Lezhe – Shkodra at km. 1+000.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
1. Due to the bad weather, heavy rains from 21 to 30 September 2002, all activities were stopped. 2. The project is delayed because of the expropriation procedure (now completed, but the landowners have claimed because they do not agree with the expropriation price).	1. Use the Exceptional Advice Condition, clause of the Contract to request a time extension. 2.The employer must resolve the expropriation price issue.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work					0 %	0 %	0 %	5 %	12 %			
	Financial					10 %	10 %	10 %	10 %	10 %			
	Time					6 %	12 %	19 %	25 %	31 %			

Printed on: October 18, 2002	**Source:** Supervision report September 2002; WB/National Roads Rehabilitation Project; General Road Directorate	**Contact person:**	Ledia Doçi

EXECUTIVE REPORT	Project Title:	Civil works for the connection of new Miloti - Lezha Road and the existing Lezha –Shkoder road (on going)

DETAILED EXPLANATIONS

Project Background:

The project is located near the city of Lezha. Its implementation will make the connection of Milot – Lezha road with the city of Lezha and with Milot-Shkoder road.

Detailed Project Description and Technical Components:

The works consist of:

- Construction of approx. 620 m of a single carriageway road starting from the ending point of the new road Miloti – Lezha and connecting it with the existing road Lezhe – Shengjin.
- Rehabilitation of approx. 710 m of the existing road up to the connection with Lezha-Shkodra road near the bridge over Drini river in Lezha.
- Rehabilitation and widening of the existing bridge (length =50m) over the railway line Lezhe – Shkodra at km. 1+000.

In details the main tasks of the project are:

- Rock excavation and earth excavation: 12,650 m^3
- Scarification of the existing road layer: 10 000 m^2
- Bitumen layer (10 cm thick): 12 000 m^2
- Pavement layer (5 cm thick): 12 000 m^2
- Structure excavation: 1,100 m^3
- Different concrete works: 1 200 m^3
- Iron for reinforced concrete: 100 ton

Performance:

The work situation up to the September 2002 is as follow:

- Excavation works: completed from the section 1 to the section 12
- Embankment: material from section 1 to section 12 completed
- Asphalt pavement: not started yet
- Concrete structure works: completed
- Covered concrete channel: not started yet
- Bridge over the railway line: not started yet
- Culverts: in progress
- Concrete walls: completed from section 2 to 10

General performance:

Completed the surveys and Levels from the cross section 1 to 18.

Project modification:

The General Directorate of Railway has approved the preliminary design for the new bridge proposed by the contractor. After the final approval of the railway overpass design, it will need three months for the construction that may require an extension of contract time.

Issues and Recommendations:

Issues: Due to the bad weather, heavy rains from 21 to 30 September 2002, all activities were stopped.
Recommendations: Use the Exceptional Advice Condition, clause of the Contract to request a time extension. 2.The employer must resolve the expropriation payment issues.
Issues: The project is delayed because the expropriation procedure (now completed, but the landowners have claimed because they do not agree with the expropriation price). Recommendations: The employer must resolve the expropriation price issue.

Financial Details:

Original amount of contract: Leke 203,925,100. No of contract: IDA Credit: ALB 3427-ALB. According to the agreement the total amount of the project will be paid 65% from IDA and 35% from the Government of Albania.
Variation Order No1: Approved on September 7, 2002, with a value of 6,049,960, for the construction of a new retaining wall in reinforced concrete and for the modification of the final road level to adopt the same level of the existing Miloti – Lezha road. This variation order has no implication on the time contract.
Revised contract: Leke 209,975,060
Explanations: The contractor has received Leke 20,395,210 as advanced payment on 17 May 2002. At the end of September 2002 he presented the interim payment certificate, which is under evaluation. The payment of the variation order is not effectuated.

Explanatory Notes:

According to the contract, the project handing over cannot take place before 365 calendar days, after the completion of the Project.

EXECUTIVE REPORT	Project Title:	Civil works for Construction of new Junction with the new Fushe–Kruje - Mamurres Road (on going)		
Contract value:	Leke 61,434,940	**Total Disbursed:**	Leke 6,143,494	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:		60 days revised to 135		16 September 2002 revised to November 1, 2002	15 September 2003 revised to October 31, 2003	Tick as appropriate
Actual:	June 2001		17 June 2002			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS																
DOMESTIC BUDGET (in 000 of Leke)			***FOREIGN BUDGET***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of Leke)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2002		2003		2004		2005	
Investment	21,502.2	2,150.2		Loan			**Semester**	1	2	1	2	1	2	1	2
VAT	10,239.1	1,023.9	IDA	Credit	39,932,711	3,993,271	**Budgeted**								
Other taxes				Grant			**Disbursed**	3,993.2							
Expropriation							**Performance**								
Total	31,741.3	3,174.1		Total	39,932,711	3,993,271									

BRIEF PROJECT OBJECTIVES

Complete the road project suspended several years ago and coordinate the traffic avoiding the incidents in this section.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: ALBAVIA
Contact person: Hasan Hafizi
Supervisor: ITALCONSULT S.p.a.
Contact person: Gianmarco P. Dall'Acqua. Phone 04 22 35 99

Completion of the earthworks suspended several years ago and paving of the completed 4 ramps of the interchange, having a total length of approx. 1.2 km. Construction of few pipe culverts (totaling 70 m). Cleaning of the existing drainage structures (pipe culverts and longitudinal ditches) in order to assure the drainage of this area.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
1. Due to the bad weather, heavy rains from 21 to 30 September 2002, all activities were stopped. 2. Due to the presence of two buildings on ramp D (sections D21 and sections D13-15) the embankment cannot be completed. 3. Expropriation problems on Ramp C.	1. Use the Exceptional Advice Condition, clause of the Contract to request a time extension. 2. The employer in collaboration with local police must close the road on Ramps A and C to demolish the illegal buildings. 3. The employer must resolve the expropriation issues.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work						0 %	0 %	6 %	12 %			
	Financial						10 %	10 %	10 %	10 %			
	Time						10 %	32 %	54 %	76 %			

Printed on: October 18, 2002	**Source:**	Supervision report September 2002; WB/National Roads Rehabilitation Project; General Road Directorate	**Contact person:** Ledia Doçi

EXECUTIVE REPORT	Project Title:	Civil works for Construction of new Junction with the new Fushe–Kruje Mamurres Road (on going)

Project Background:

This junction is located in Fushe-Kruja city and will coordinate the traffic avoiding the incidents it will complete the road project suspended several years ago.

Detailed Project Description and Technical Components:

The works consist of:

1. Earthworks and paving of the completed 4 ramps of the interchange, having a total length of approx. 1.2 km.
2. Construction of few pipe culverts (totaling 70 m).
3. Cleaning of the existing drainage structures (pipe culverts and longitudinal ditches) in order to assure the drainage of this area.

In details the main tasks of the project are:

- Earth excavation:
- Embankment
- Bitumen layer (10 cm thick):
- Bitumen layer (6 cm thick):
- Pavement layer (4 cm thick):
- Concrete reinforced walls
- Supply and placing of Guard-Rails

Performance:

The work situation up to September 2002 is as follow:

- Embankment on ramps D and B is in progress; on Ramp "A" sections A7 – A23 completed
- Structural excavation (pipe culverts) in progress; on Ramp "C" section C8 completed.
- Concrete foundation for pipe culverts in progress; on Ramp "C" section C8 completed.
- Concrete for inlet/outlet works (pipe culverts) in progress; on Ramp "B", section B9 and Ramp "D", section D21 completed
- Supply and placing of reinforced concrete pipes D = 1,500 mm in progress; on Ramp "C", section C8 completed.

Issues and Recommendations:

Issues:	Due to bad weather, heavy rains from 21 to 30 September 2002, all activities were stopped.
Recommendations:	Use the Exceptional Advice Condition, clause from the Contract to request a time extension.
Issues:	Due to the presence of two buildings on ramp D (sections D21 and sections D13-15) the embankment cannot be completed.
Recommendations:	The employer in collaboration with local police must close the road on Ramps A and C to demolish the illegal buildings.
Issues:	The expropriation problems on Ramp C.
Recommendations:	The employer must resolve the expropriation issues.

Financial Details:

Original amount of contract:	Leke 61,434,940. No. of contract: IDA Credit: ALB 3427-ALB. According to the agreement the total amount of the project will be paid by IDA is 65% and by the Gov. of Albania is 35%.
Variation Order No1:	Approved on August 31, 2002, an extension of 45 days, because the contractor Albavia was not able to carry on any work on site from June 17, 2002 (starting date of the project) to July 31, 2002, due to the site expropriation problems.
Revised contract::	Leke 61,434,940.
Explanations:	The contractor has received Leke 6,143,494 as advanced payment on 21 August 2002.

Explanatory Notes:

According to the contract, the project handing over cannot take place before 365 calendar days, after the completion of the Project.

EXECUTIVE REPORT	Project Title:	Reconstruction of Kakavije – Gjirokaster Road (on going)			
Contract value:	€ 11,937,407 revised with several variation orders to € 13,000,000	**Total Disbursed:**	€ 12,389,211	**Reporting Period:**	Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:		18 months revised to 32,3 months	June 24 1999	December 23, 2000 revised to March 2, 2002	December 23, 2001 revised to March 2, 2003	Tick as appropriate
Actual:	December 9, 1998		June 24, 1999			Under ☐
Performance:						Over ☐

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 Leke)			***FOREIGN BUDGET (in €)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of €)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2002		2003		2004		2005	
Investment				Loan			**Semester**	1	2	1	2	1	2	1	2
VAT				Credit			**Budgeted**								
Other taxes			PHARE	Grant	13,000,000	12,389,211	**Disbursed**	11,561	828.2						
Expropriation							**Performance**								
Total				Total											

BRIEF PROJECT OBJECTIVES

Road rehabilitation to handle the forecasted traffic increase. Safety improvement in the North - South Road Corridor.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: J.V. ETEP S.A – METON S.A.
Contact person: Aris Antonopoulos
Supervisor: DIWI Consult inter GmbH /GICO srl
Contact person: Ernest Noka. Phone: 04 221-666 (200)

The project includes 23,289 km main carriageway plus access roads. 7.77 km new road alignment and 15.54 km widening the existing road. The project also includes 11 primary + 25 secondary access road and junctions.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
1. There are some locations where private gas station and other structure are being constructed, where the accesses to the main carriageway are blocking roadside drainage ditches. 2. The bridge deck T8 is delaying the works. 3. Delays in disbursement of oil petroleum and bitumen etc. purchases.	1. The employer in collaboration with local government must resolve this issue. 2. Request to contractor to prepare a revised work program for the completion of the works. 3. Ministry of Finance should take the measures for tax reimbursement from oil petroleum and bitumen etc. purchases.

PERFORMANCE INDICATORS

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	76 %	78 %	80 %	83 %	87 %	89 %	92 %	96 %	98 %			
	Financial	75 %	77 %	80 %	82 %	86 %	89 %	92 %	95 %	95 %			
	Time	97 %	100 %	103 %	106 %	109 %	112 %	115 %	118 %	121 %			

Printed on: October 14, 2002	**Source:**	Consultant: DIWI Consult inter GmbH /GICO srl	**Contact person:**	David Young

EXECUTIVE REPORT	Project Title:	Reconstruction of Kakavije – Gjirokaster Road (on going)

DETAILED EXPLANATIONS

Project Background:

The existing road Kakavije – Gjirokaster is the most important route which carries traffic from and to the border with Greece through the crossing point at Kakavije. The existing road has a 6.0 m width pavement, badly distressed and requires urgent intervention. At the present moment, the annual average daily traffic (AADT) is estimated around 3,000 vehicles per day (vpd). Average traffic speed are low (around 40 to 50 km/h) due to the unsatisfactory road surface conditions, poor alignment, high proportion of tracks (around 25 % of the total) numerous unrestricted access into the road where it passes through villages and towns and the presence of local traffic, large pedestrians movements, animal-drawn vehicles and other animals.

Project Description and Technical Components:

The project includes 23+289 km of main carriageway. New road alignment 7.77 km. Widening the existing road 15.54 km. The project starts at Kakavija customs area at km. 0+216 and ends to south of Gjirokastra at km. 23+505 with a transition on the existing road.

The main project tasks are:

a. Main pavement widths (excluding bus bays & bridges)
   i. 1.1m shoulder +7.5m carriageway + 2.5m median +7.5m carriageway + 1.1m shoulder (km. 0+000 to km. 0+742).
   ii. 1.1–1.5 m shoulder +3.75m +3.75m carriageway +1.5 +1.1m shoulder (km. 0+742 to km. 23+505).

b. Carriageway Pavement Structure (new full depth pavement):
   - 40mm asphalt concrete wearing course
   - 60mm asphalt concrete binder,
   - 100mm bituminous base course,
   - 300mm crushed base course,

c. Construction and reconstruction of bridges:
   - T1-Xerias river bridge (existing) 90m long 5 spans of 17m.
   - T4 to T8, five new bridges ranging in span from 28m to 36m (single span) on prier foundations with pre-stressed longitudinal beams. (*Note Variation Order No 2, changed bridge T3 to a box culvert).*

d. Culverts: 89 units
   - 38-multi cell box culverts
   - 51 pipe culverts varying in diameter from 600 to 1000mm.

e. Access road and junctions
   - 11 primary+25 secondary.

f. Irrigation and drainage ditches

g. Guardrails

h. Road markings and signs

Performance:

Up to September 2002:

Site clearance:	removal and stripping is completed to the end of the project
Filling:	in progress, this activity would have been substantially completed as programmed, if there had not been continuing problems accessing the site.
Culverts:	the overall progress of both box and pipe culverts for the whole project is 100% substantially completed. There are 4 additional box culverts, which were constructed as pedestrian/vehicular underpass, all four of which are completed.
Relocations:	of utilities, completed.
Widening:	of the existing road completed.
Pavement works:	by the end of September 2002, 23 km of asphalt base course and binder course had been laid which represents approximately 98 % of the total. The first layer crushed stone base course in the area after T8 bridge completed.
Bridge:	the reinforced concrete decks, walkways and the asphalt concrete pavement layers for bridges T4, T5, T6, and T7, were completed. Bridge T8 is behind the schedule. At the end of September 2002 the contractor re-commenced the work on the T8. It is estimated that at last 30 days are required to complete the bridge.
Xerias river Bridge:	the contractor has used a fibre wrap system for the rehabilitation of the bridge beams. The rehabilitation of the deck includes concrete repair work and construction of asphalt binder and wearing course layers. Completion of the superstructure also includes replacement of the guardrails, construction of a new reinforced concrete walkways and installation of a new expansion joints. The guardrails and walkways are completed but not further work had been done on the other outstanding works.
Quality of the work:	on earthworks and pavement layers has been generally satisfactory, however there are some areas where the asphalt layers was uneven and this was compensated for with the overlaying layers, but some remedial work to the asphalt wearing course is still required. The materials that are being used comply with approved, requirements of the specification. The finish on exposed surfaces for some of

the culverts and bridge works was poor and the contractor has been instructed to improve this and to carry out specified remedial measures on those structures.

General Performance:

The contractor's revised progress is behind schedule be approx. 5 months, which is attributed to disruption to the works by some factors not attribute to the contractor, as started previously but also due to the contractor's inactivity on terms of implementing effective measures to expedite the progress of the works. The contractor imported new equipment to supplement the existing asphalt plant and increase production. However, substantial completion is now not anticipated until the end of October 2002.

Project modification:

The bridge T3 has been changed to a box culvert (5m x 4m).

Issues and Recommendations:

Issues: There are some locations where private gas station and other structure are being constructed, where the accesses to the main carriageway are blocking roadside drainage ditches.
Recommendations: The employer in collaboration with local government must resolve this issue.
Issues: The bridge deck T8 is delaying the works.
Recommendations: Request to contractor to prepare a revised work program for the completion of the works.
Issues: Delays in disbursement of oil petroleum and bitumen etc. purchases.
Recommendations: Ministry of Finance should take the measures for tax reimbursement from oil petroleum and bitumen etc. purchases.

Financial Details:

Original of contract:	€ 11,937,407.
Addendum No.1:	approved on June 2001, value €1,062,593, to complement and extend the original contract 11,3 month, to accommodate delays and changes in the original work contract caused by civil unrest, the Kosova crisis, land expropriation and increases in quantity of excavation of unsuitable materials, filling and drainage culverts, by the means of adding contingencies, which were not forecast at the moment of the award of the contract (this increased the cost of the project).
Variation Order No. 1:	approved on 1st of February 2000, value € 7,520, removal of trees and roots (this increased the cost of the project).
Variation Order No. 2:	approved on 12th of June 2000, value € 77,150, omission of bridge T3 at km 9+287.3 and replacement with a multi cell box culvert (5m x 4m), (this decreased the cost of the project).
Variation Order No. 3:	approved on 14th of December 2001, extension of time of three months, with final completion on March 2, (without effecting the cost of the project)
Variation Order No. 4:	approved on 14th of December 2001, value € 91,301, 1.Construction of three reinforced underpasses for livestock. 2.Provision and installation of concrete roadside kerbs on the inside curves (this increased the cost of the project).
Variation Order No. 5:	approved on 24th of June 2002, value € 91,301, 6 cm layer of asphalt binder overlay through Jergucat (this increased the cost of the project).
Revised contract:	€ 13,000,000
Explanations:	The contract is financed from the following EU/PHARE program financing lines: AL 9503.01.01 at € 6,800,000; and AL 9703.01.01 at € 6,200,000. No interim payment certificate was submitted for the month of September 2002 as insufficient work had been carried out.

Explanatory Notes:

According to the contract, the project handing over cannot take place before 365 calendar days, after the completion of the Project.

EXECUTIVE REPORT	Project Title:	Rehabilitation of Qukes – Qafe Thane Road (on going)	
Contract value:	Leke 1,410,308,249 revised after several variation orders to Leke 1,454,094,027	**Total Disbursed:** Leke 849,993,550	**Reporting Period:** Up to September 2002

Dates:	CONTRACT					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:		21 months revised to 25 months	November 10, 2000	August 9, 2002 revised to December 9, 2002	August 9, 2003 revised to December 9, 2003	Tick as appropriate
Actual:	3 November 2000		November 10, 2000			Under ☐
Performance:						Over ☐

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 of Leke)			***FOREIGN BUDGET (in Leke)***			
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed
Investment	352,577,0	212,498,3	Kuwait	Loan	1,057,731,188	637,495.163
VAT	235,051,3	141,665,5		Credit		
Other taxes				Grant		
Expropriation						
Total	587,628,4	354,163,9		Total	1,057,731,188	637,495.163

***FOREIGN** BUDGET VERSUS DISBURSEMENTS (in 000 of Leke)*

YEAR	2001		2002		2003		2004	
Semester	1	2	1	2	1	2	1	2
Budgeted								
Disbursed		389,847	121,520	126,127				
Performance								

BRIEF PROJECT OBJECTIVES

To accommodate expected traffic growth through rehabilitation of national roads. Improve road surface in order to increase road safety.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: Mak Yol
Cont. person. Yusuf AKMAN. Phone 068 20 50 963
Supervisor: C.LOTTI & ASSOCIATI Sh.p.k.
Cont. person. Francesco Rosati. Phone 068 20 21 269

This road section is 18.96 km. From Qukes village the road follows the east bank of Lingjaces River, to Thana Pass and the Macedonian Border. Works include construction of a new bridge (at km. 3+351), reconstruction of the bridge at km. 4.2 and a third line on the 5.5 km climbing to Thana Pass.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
1. The contractor is 6 months behind schedule; his efforts are not sufficient to reduce the delay. 2. Due to bad weather, heavy rains from 22 to 29 September 2002, all activities were stopped.	1. The project engineer is giving detailed instructions on the measures to be taken to increase the production (additional forms, excavators and tippers) and is monitoring the productivity of the means (in particular the daily production of the excavators) and the concrete teams. 2. Use the Exceptional Advice Condition, clause from the Contract to request a time extension.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	34 %	37 %	37 %	40 %	43 %	47 %	51 %	59 %	64 %			
	Financial	39 %	41 %	41 %	43 %	45 %	48 %	51 %	57 %	60 %			
	Time	59 %	63 %	67 %	69 %	73 %	77 %	81 %	85 %	89 %			

Printed on: October 14, 2002	**Source:**	C.LOTTI & ASSOCIATI Sh.p.k. (Supervision Company)	**Contact person:** Francesco Rosati

EXECUTIVE REPORT	**Project Title:** Rehabilitation of Qukes – Qafe Thane Road (on going)

DETAILED EXPLANATIONS

Project Background:

The government of the Republic of Albania, represented by the General Road Directorate, has received loans from International Financial Institutions for the National Road Project. The National Road Projects includes the rehabilitation of the northern and east-west corridors.

The works for the rehabilitation of Qukes – Qafe Thane Road, involves one of the sections of the East- West Corridor, which is a main Trans – Albanian route for large goods vehicles and provides access to central and eastern Albania. Therefore, it has to be able to serve this traffic without undue hindrance or delay during the upgrading and construction works. Equally important is the maintenance of adequate safety during this period.

This road section is 18.96 km. From Qukes village the road follows the east bank of Lingjaces River, to Thana Pass and the Macedonian Border. Works include construction of a new bridge (at km. 3+351), reconstruction of the bridge at km. 4.2 and a third line on the 5.5 km climbing to Thana Pass.

Project Description and Technical Components:

The road works consists:

- Earthworks and backfilling, widening the existing road
- Concrete works
- Retaining walls
- Reconstruction of one existing bridge at km. 4.2
- Construction of new bridge at km. 3+351
- Construction of box and pipe culverts
- Construction of Prrenjas underpass
- Improvement of the vertical and horizontal alignments
- Road pavement
- Improve the existing drainage
- Guardrails and signs.

Performance:

Earthworks:	on delay in particular the removal and placement of unsuitable soils. A new team is working from km. 0 to km. 3.3. The earthworks from km. 3.5 to km. 5.5, are completed. Prrenjas section from km. 11.5 to km.12.2 and the rock excavation from km. 9.5 to km. 10 are completed too.
Concrete works:	4 months behind schedule and the Contractor is trying to increase the work terms after having reduced them in December 2001. The line channel (from km. 6.8 to km. 9.8) in Prrenjas is completed. The other items are in progress.
Retaining walls:	in progress (completed 75%)
Bridges:	the project engineer modified the bridge at km. 3.351 by reducing the spans from 3 to 2. The Contractor has completed the first span slab of this bridge. The bridge at km 4.2 is in progress (completed 50 %).
Culverts:	the pipe culverts from km 8.4 to the end of the project are completed (248 lm placed up to September 2002) and the box culvert extensions are almost completed.
Underpass:	the Prrenjas underpass is approved by GRD, and works are in progress.
Guardrails:	The guardrail and signs design was presented to the project engineer's approval. The installation has not started yet.
Pavement:	in progress. The asphalt works stopped in December 2001 and resumed by the end of April 2002. The stone layer, asphalt base and binder are completed from km. 5.5 to km 6.8, from km. 8.4 to km. 10.9, from km. 12.3 to km. 14.8 and from km. 15.8 to the end of the project. The wearing course is completed from km. 15.8 to km. 16.2 and from km. 17.5 up to the end of the project.
Drainage:	in progress. The side drains and curbs follow the road pavement.

General Performance:

The works were planed to start on April 2001 with rock excavation. Since the detailed design submitted by the contractor shows sharp increases of earthworks quantities, the works program and cash flow had to be revised accordingly. On 18th of September 2002 the project engineer send a letter to the contractor complaining for the waste disposal method of contractor. On September 25, 2002 the project engineer send another letter to the contractor complaining for the lack of signs to ensure traffic safety.

Issues and Recommendations:

Issues:	The contractor is 6 months behind schedule; his efforts are not sufficient to reduce the delay.
Recommendations:	The project engineer is giving detailed instructions on the measures to be taken to increase the production (additional forms, excavators and tippers) and is monitoring the productivity of the means (in particular the daily production of the excavators) and the concrete teams.
Issues:	Due to bad weather, heavy rains from 21 to 30 September 2002, all activities were stopped.
Recommendations:	Use the Exceptional Advice Condition, clause from the Contract to request a time extension.

Financial Details:

Original contract:	*Leke 1,410,308,249*
Variation Order No. 1:	Approved on October 12, 2001, (value Leke 3,004,433), the contractor made the detail project design (which was not available when the contract was signed) and prepared a revised bill of quantities
Variation Order No. 2:	Approved on January 16, 2002, (value Leke 460,000), design of km 7 under-pass,
Variation Order No. 3:	Approved on February 15, 2002, (value Leke 8,996,400), placing geotextile under embankment in Prrenjas
Variation Order No. 4:	Approved on March 19, 200 (value Leke 1,400,000), shifting of graves.
Variation Order No. 5:	Approved on July 8, 2002, (value Leke 10,344,000), Supply and installation of Telecom cable,
Variation Order No. 6:	Approved on July 16, 2002, (value Leke 64,840,017), Prrenjas underpass,
Variation Order No. 7:	Approved on August 8, 2002 (value Leke 9,740,928), relocation of underground utilities in Prrenjas
Revisions:	Leke 1,454,094,027
Explanations:	At the time when the contract was signed in the amount of the contract were included the value of Leke 55.000.000 as contingencies.

Loan Terms and Conditions This project is Funding: 75% from Kuwait Fund and 25% from Government of Albania. The amount due to the contract's obligations must be paid in the following currencies: 30% in Leke and 70 % in US$. Exchange Rate US$ 1 = Leke 138.

Budget Allocation Planned as in the following:
1997 Leke 414,000,000, or US$ 3,000,000
1998 Leke 621,000,000, or US$ 4,500,000
1999 Leke 276,000,000, or US$ 2,000,000

Explanatory Notes:

According to the contract, the project handing over cannot take place before 365 calendar days, after the completion of the Project.

Note:

According to the Supervisor work experience, the project could not be completed before May-June 2003.

EXECUTIVE REPORT	Project Title:	Rehabilitation of Tapize – Fushe Kruje + construction of Mat Bridge and Drini Bridge (on going)	
Contract value:	€ 6,565,775	**Total Disbursed:** € 4,680,011	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	1996 for the road: 1997 for the bridges	15 months revised to 17 months	1996 for the road 1997 for the bridges	October 3, 2002 revised to December 3, 2002	October 3, 2003 revised to December 3, 2003	Tick as appropriate
Actual:	September 8, 2000			July 4, 2001		☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 of Leke)			***FOREIGN BUDGET (in €)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of €)*								
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2001		2002		2003		2004	
Investment	161,325.0	60,421.1	Italian Go	Loan	6,565,775	4,207,971	**Semester**	1	2	1	2	1	2	1	2
VAT	176,800.0	113,313.4		Credit			**Budgeted**								
Other taxes	70,000.0	53,456.7		Grant			**Disbursed**		2,074.2	1.932.4	231.3				
Expropriation							**Performance**								
Total	408,125.0	227,191.2		Total	6,565,775	4,207,971									

BRIEF PROJECT OBJECTIVES

To accommodate expected traffic growth through rehabilitation/construction of national roads**.** Improve road surface in order to increase road safety.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: J.V. FALCIONE & RIZZANI DE ECCHER Cont. person. Giusepe Parzialle. Phone 256 472 Supervisor: C.LOTTI & ASSOCIATI Sh.p.k. Cont. person. Francesco Rosati. Phone 068 20 21 269	Tapize – Fushe Kruja is a section of 6 km road, joining the already rehabilitated Tirana-Tapiza road (at Tapize Bridge) and the just completed Fushe Kruje – Mamurras road.	Mat bridge is situated in Milot and includes 500 m access road. This bridge is a 650m long viaduct at the beginning of Milot-Lezha road. The Drin bridge is 200m long, situated in Lezhe.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
ssues	Recommended Actions
The contractor cannot start the work on Tapize-Fushe Kruje road, because the expropriation procedures are not completed and the employer didn't deliver to him the construction permission.	The employer must complete as soon as possible the expropriation procedures and deliver to contactor the construction permission.

PERFORMANCE INDICATORS (2002)

Period	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Work	31 %	35 %	42 %	48 %	56 %	56 %	65 %	69 %	73 %			
Financial	36 %	40%	45 %	50 %	55 %	61 %	63 %	65 %	65%			
Time	36 %	42 %	48 %	54 %	59 %	65 %	71 %	77 %	83 %			

Printed on: October 14, 2002	**Source:**	C.LOTTI & ASSOCIATI Sh.p.k. (Supervision Company)	**Contact person:** Francesco Rosati

EXECUTIVE REPORT	**Project Title:** Rehabilitation of Tapize – Fushe Kruje + construction of Mat Bridge and Drini Bridge (on going)

DETAILED EXPLANATIONS

Project Background:

The government of the Republic of Albania, represented by the General Road Directorate, has received loans from International Financial Institutions for the National Road Project. The National Road Projects includes the rehabilitation of the northern and east-west corridors.

This section is financed by the Italian Government loan.

The works of this contract involve the rehabilitation of one of the existing sections of the North – South Corridor and the construction of two new bridges on Mat and Drini rivers. This is a heavily trafficked section being used by passenger cars, buses and large good vehicles. Therefore, it has to be able to serve this traffic without undue hindrance or delay during the upgrading and construction works. Equally important will be the maintenance of adequate safety during this period.

Project Description and Technical Components:

Tapize – Fushe Kruja is a section of 6 km of road, joining the already rehabilitated Tirana-Tapiza road (at the Tapize Bridge) and the just completed Fushe Kruje – Mamurras road.

Works for the rehabilitation of Tapize – Fushe Kruje road consists:

- Embankment formation (61,907 m^2) for road widening up to 10.5m
- Road pavement (46,000 m^2) using 10cm asphalt base and 5 cm binder; wearing course 3 cm thick (51,000 m^2)
- Improve the existing drainage
- Installation of traffic signs.
- Reinforcement of the abutments to Tapize Bridge.

Mat bridge is situated at Milot and includes 500 m access road. This bridge is a 650m long viaduct at the beginning of the Milot-Lezha road. While Drin bridge is 200m long, situated in Lezhe.

Works for the construction of Mat Bridge and Drini Bridge consists:

- Prier foundations
- Reinforced concrete piers and abutments
- Steel beams
- Reinforced concrete slab
- Embankment 94,600 m^3
- Pavement and access roads
- Girders bridge and deck casting
- Wearing course 4 cm thick 16.370 m^2
- Bored piles 3.736 lm
- Reinforcing steel 611 Ton
- Concrete 6.000 m^3.
- Guardrails and signs.

Performance:

The mobilization for Tapize – Fushe Kruje road has not started yet, the contractor is waiting for the employer's order to commence, since the expropriation procedures are not completed.

The execution of Mat Bridge is completed and the inauguration ceremony is scheduled for October 2002.

Up to September 2002 the situation of works at Drini bridge is as in the following:

Prier foundations:	completed.
Concrete piers:	completed.
Abutments:	completed.
Embankment:	completed.
Bored piles:	completed.
Concrete slab:	in progress.
Access roads:	in progress.
Guardrails and signs:	not started yet.
Girders:	in progress
Deck casting:	in progress.

General Performance:

Signing of road construction contract was planned for 1996, and bridges contract 1997. Road completion date was planned in 1999, while two bridges during 2000. Actual contract signing of both projects dated September 8, 2000. In fact, Mat bridge works started at the end of August 2001 and Drin Bridge works started at the end of October 2001. A revised Works Program, showing two months delay (because of the shifting of the 220 KV electric line across Drin River), was presented by the Contractor on 30th of January 2002.

Issues and Recommendations:

Issues:	The contractor cannot start the work on Tapize-Fushe Kruje road, because the expropriation procedures are not completed and the employer didn't deliver to him the construction's permission.
Recommendations:	The employer must complete as soon as possible the expropriation procedures and deliver to contactor the construction's permission.

Financial Details:

Original contract:	€ 6,565,775
Variation Order No. 1:	Approved on 6th of September 1999, removal of item G 1: Supply of weighbridge station, extra cost for shifting 220 KV electric line crossing Drin river, including the supply of three new pylons; reduction of item A 4: supply of embankment material from borrow pit; reduction of item A.5b embankment formation, from 94,600 m^3 to 69,578 m^3, (25,022m^3 of reduction). This variation order didn't modify the contract price and the contract time remained unchanged.
Variation Order No. 2:	Approved on 30th of September 2001, removal of the item: rent of engineer's housing (this decreased the cost of the project with € 6,713).
Variation Order No. 3:	Approved on 25th of July 2002, shifting of electric line (this increased the cost of the project with € 6,580)
Revisions:	€ 6,565,775 (the difference value from the 2nd variation order and the 3rd variation order (€ 6,713 - € 6,580 gave as result € 133 remained as contingency without increasing the contract value)
Explanations:	This project is funded by Italian Government and the price adjustment by Albania Government.

Explanatory Notes:

According to the contract, the project handing over cannot take place before 365 calendar days, after the completion of the Project.

EXECUTIVE REPORT	Project Title:	Rehabilitation of Tri Urat Border crossing and construction of border post buildings (on going)		
Contract value:	€ 2,150,000 revised € 3,400,000	**Total Disbursed:**	€ 1,663,353	**Reporting Period:** Up to June 2002

Dates:	CONTRACT					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:		15 months revised to 37 months	14 September 1999	23 December 2000 revised to 15 October 2002	22 December 2001 revised to 14 October 2003	Tick as appropriate
Actual:	28 December 1998		14 September 1999			Under ☐
Performance:						Over ☐

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 of €)			***FOREIGN BUDGET (in €)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of or €)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	1999		2000		2001		2002	
Investment				Loan			**Semester**	1	2	1	2	1	2	1	2
VAT	6,800	2,826.5		Credit			**Budgeted**								
Other taxes			PHARE	Grant	3,400,000	1,663,353	**Disbursed**		215.0		305.1	175.7	216.8	500.6	250.0
Expropriation							**Performance**								
Total	6,800	2,826.5		Total	3,400,000	1,663,353									

BRIEF PROJECT OBJECTIVES

Make a new connection between Albania and Greece, development of the areas traversed by the road. Road rehabilitation (length of the road 7.5 km) from Carshova to new custom points at the border between Albanian and Greece at Tri Urat. Construction of border post buildings.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: THEMELIODEMI SA
Consultant: Studio Valle Progettazioni
Contact person: Luca Lolobrigida.
Phone +39 48 08 99 37

The project is divided in 2 components
Road works from Carshova up to the Custom Point consists: - Widening of the embankment to 10.5 m; - Excavation works; - Bridges reconstruction; - Construction of retaining Wall; -Improvement of the vertical and horizontal alignment; - Construction of box and pipe culverts; - Minor works to improve the existing drainage; - Road pavement and signs;
Border Crossing Facilities Compound (BCFC) including three buildings include:- Construction of a new complex with a surface of 9700 m^2 ;- Construction of weighbridges; - Construction vehicle parking and circulation areas; - Landscaping works.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
1. After the rains of 22nd and 23rd of September several damages were in evidence on the road section Çarshove – Tri Urat. 2. The construction of weighbridge was not included on the original contract value.	1. The employer using the contingencies must request to contractor to occur the repairs of the damages on road section. 2. The supervisor is preparing a variation order for the construction of weighbridge works using the contingencies.

PERFORMANCE INDICATORS (2002)

	Period	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	35 %	37 %	40 %	42 %	45 %	48 %	55 %	65 %	89 %			
	Financial	33 %	33 %	33 %	33 %	42 %	42 %	49 %	49 %	49 %			
	Time	79 %	81 %	83 %	86 %	88 %	91 %	93 %	96 %	98 %			

Printed on:	28 October 2002	**Source:**	EU/PHARE; Ministry of Transport and Telecommunications	**Contact person:**	Vasil MItre

EXECUTIVE REPORT	**Project Title:** Rehabilitation of Tri Urat Border crossing and construction of border post buildings (on going)

DETAILED EXPLANATIONS

Project Background:

The European Commission (Phare Program) is funding the construction of New Cross Border Facilities at the Greek-Albanian Border at Tri Urat.

The overall responsibility for the execution of the project will be with the Ministry of Transport (MoT), represented by the Program Authorizing Officer (PAO), acting on behalf of the government of the Republic of Albania through the Phare Transport Program Management Unit (PMU) in the MoT. The project is located on Albania's border with Greece. A new border crossing is being constructed in the region of the districts of Permet in Albania at Tri Urat in the central border area with Greece.

Project Description and Technical Components:

The project is divided in 2 components

3. Road works (length of the road 7.5 km) from Carshova up to the Custom Point (tri Urat) consists:
   - Widening of the embankment to 10.5 m
   - Excavation works
   - Bridges reconstruction
   - Construction of retaining Wall
   - Improvement of the vertical and horizontal alignment
   - Construction of box and pipe culverts
   - Minor works to improve the existing drainage
   - Road pavement and signs.
4. Border Crossing Facilities Compound (BCFC) including three buildings include:
   - Construction of a new complex with a surface of 9700 m^2
   - Construction of weighbridges,
   - Construction vehicle parking and circulation areas
   - Landscaping works.

Performance:

The progress of the works up to September 2002 is hereinafter summarized:

3. Access Road
   - Excavation: completed
   - Embankment: completed
   - Sub-base: completed
   - Base: completed
   - Box culverts: completed
   - Pipe culverts: completed
   - Binder course: 7.5 km completed on 8th of September 2002 and the asphalt concrete wearing course in progress (completed 60 % of the total, with an average of 300 lm/day).
   - Pipe culverts: to allow existing irrigation water flow requested by the local authority completed
   - Bridges: on Seranit and Lengarice rivers completed
   - Retaining wall: from section 3+604,66 to 3+654,05 completed
   - Road signs: in progress
4. Border Crossing Facilities Compound
   - Excavation: completed
   - Structures: completed the canopies metal works do not comply with the architectural design. Instructions were given to the contractor to erect the structural metal works in the respect of the architectural requirements and design.
   - Civil Works: in progress (completed 90% of total)
   - Electro-mechanical works: completed
   - Sub-base: completed
   - Water well: to a depth of 50 m. located beside Building E: drilled and cased
   - Landslide: Gabions from (Km 1+675 to 1+725) completed not complying with technical requirements (size of materials). Instructions given to the Contractor to remedy.

General Performance:

Border Crossing Facilities Compound BCFC works has been almost completed with the exception of minor works (fencing, power generator, pavement).

Issues and Recommendations:

Issues: After the rains of 22nd and 23rd of September several damages were in evidence on the road section Çarshove – Tri Urat.

Recommendations:

Issues: The construction of weighbridge was not included on the original contract value.

Recommendations:

Financial Details:

Original contract: € 2,150,000

Revisions: Addendum No.1, approved on 1st of November 2001, extending the contractual amount to 3,4 M Euro. The updated Scope of Works includes: asphalt on 7,5 Km access road, revised BCFC, bridges on Seranit and Lengarice rivers, retaining wall from section 3+604,66 to section 3+654,05. The Time for Completion was 31st of August 2002.

Explanations: The interim payment certificates for the months of August and September are under evaluation. The project payment is no executed yet. Time extension up to 15th of October 2002 was granted to contractor for the construction of weighbridge and complete the road damages.
The revised contract amounts, according to the updated Scope of Work, are the following:
General Items all for the sum of Euro 579,470;
Road works all for the sum of Euro 1,980,079 including Euro 200.000 for contingencies;
Border Crossing Facilities Compound (BCFC) including three buildings all for the sum of Euro 728,664;
Price Adjustment and Contingencies for the sum of Euro 111,787.

EXECUTIVE REPORT	Project Title:	Emergency Road Repair: Qafe Qele – Puke Road (on going)		
Contract value:	Leke 72,327,880 revised on August 26, 2002 to 82,339,840	**Total Disbursed:**	Leke 69,490,890	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	May 16, 2002	180 days	May 23, 2002	November 23, 2002	November 17, 2003	Tick as appropriate
Actual:	May 16, 2002		May 23, 2002			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 Leke)			***FOREIGN BUDGET (in Leke)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 Leke)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	**2002**		**2003**		**2004**		**2005**	
Investment	5,763.7	4,864.3	WB/IDA	Loan	76,576,051	64,626,528	**Semester**	1	2	1	2	1	2	1	2
VAT	16,467.9	13,898.2		Credit			**Budgeted**								
Other taxes				Grant			**Disbursed**	15,856	48,770						
Expropriation							**Performance**								
Total	22,231.6	18,762.5		Total	76,576,051	64,626,528									

BRIEF PROJECT OBJECTIVES

Improve road surface in order to handle the traffic and to increase road safety.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: JV Sha N.A.Rr & Arifaj
Contact person: Ananstas Riska Phone: 068 20 22 202
Supervisor: LUIS BERGER GROUP. Inc.
Contact person: Armando Pezzoni. Phone. O68 20 42 961)

Road section is 22.8 km long. Works will be focused on the rehabilitation of structures along the entire section and adaptation of this section to an increased traffic due to completion of the North - South Corridor. Asphalting will concentrate nearby structures and Puke area, which had no road projects so far.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
The contractor couldn't complete the repair works due to the bad weather and heavy rains from 21 to 30 September 2002.	Use the Exceptional Advice Condition, clause from the contract to request a time extension for the completion of the repair works according to the list prepared by the project manager.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work					3 %	30 %	45 %	96 %	98 %			
	Financial					10 %	26 %	36 %	85 %	85 %			
	Time					4 %	22 %	38 %	55 %	72 %			

Printed on: October 4, 2002	**Source:** Louis Berger Group Inc. (Supervision Company)	**Contact person:** Armando Pezzoni

EXECUTIVE REPORT	**Project Title:** Emergency Road Repair: Qafe Qele – Puke Road (on going)

DETAILED EXPLANATIONS

Project Background:

This road section starts at the boundary of two regions, Shkodra and Puka, in the main road from Vau I Dejes to the city of Kukes, and ends near the city of Puka. It crosses a mountain area, about 700m above the sea level. The lowest point is near the village of Gomsiqe, about 500 m above the sea level, when the road intersects the river of Gomsiqe.

Project Description and Technical Components:

Road section is 22.8 km long. The emergency Repair Works that are part of this Contract consists of:

- repair of the potholes and damaged pavement sections;
- clean up of side drains and culverts;
- construction of new culverts and lined ditches and drains, where necessary;
- repair the damaged retaining walls and other structures;
- construction of new retaining walls, gabion walls, parapets and curbs, where necessary;
- cleaning and repair of gravel shoulders;
- construction of a new asphalt wearing course of 4 cm thick, the width of pavement will vary, according to the existing situation.

Performance:

The Contractor substantially completed the project works included in his contract on 28th of August 2002, The Contractor asked the Project Manager to start the contractual completion procedure. According to the GRD Laboratory the quality of Works was satisfactory and in compliance with the Specifications. On 5th of September 2002, the Project Manager issued the list of defect to be repaired by the Contractor by the end of the month. The contractor could not complete the repair works, because of the bad weather conditions.

Issues and Recommendations:

Issues:	The contractor couldn't complete the repair works due to the bad weather and heavy rains from 21 to 30 September 2002.
Recommendations:	Use the Exceptional Advice Condition, clause from the contract to request a time extension for the completion of the repair works according to the list prepared by the project manager.

Financial Details:

Original contract:	Leke 72,327,880.
Variation Order No 1:	approved on 26th of August, 2002, with a value of Leke 10,011,960, incorporating additional amount of 600 tons of asphalt binder and 1.050 km of asphalt wearing course. This was technically necessary in order to compensate the deficiencies of the Tender Prevision (increasing the project cost to Leke 82,339,840).
Revised contract:	Leke 82,339,840
Explanations:	The contractor has submitted the interim payment certificate for September 2002, which is under evaluation.

Explanatory Notes:

According to the contract, the project handing over cannot take place before 360 calendar days, after the completion of the Project.

EXECUTIVE REPORT	Project Title:	Emergency Road Repair: Asphalting of Shen Meri – Kukes Road (on going)			
Contract value:	Leke 153,110,000 revised on March 11.2002 on 176,020,000	**Total Disbursed:**	Leke 153,540,662	**Reporting Period:**	Up to September 2002

Dates:	**CONTRACT**							
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability		
Estimated:	August 27, 2001	160 days revised to 392 days	September 3, 2001	February 9, 2002 revised to September 30, 2002	September 24, 2003			Tick as appropriate
Actual:	August 27, 2001		September 3, 2001 resumed on March 15, 2002					Under
Performance:								Over

BUDGET AND DISBURSEMENT STATUS																
DOMESTIC BUDGET (in 000 Leke)			***FOREIGN BUDGET (in Leke)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of Leke)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2001		2002		2003		2004		
Investment	12,321.4	10,747,8	WB/IDA	Loan	163,698,600	142,792,816	**Semester**	1	2	1	2	1	2	1	2	
VAT	35,204.0	30,708,1		Credit			**Budgeted**									
Other taxes				Grant			**Disbursed**									
Expropriation							**Performance**		14,239,2	19,445,1	109,108					
Total	47,525.4	41,555.9		Total	163,698,600	142,792,816										

BRIEF PROJECT OBJECTIVES	
Improve road surface in order to handle the traffic and to increase road safety.	
BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS	
Contractor: PAVI S.r.l. Responsible person: Corrado Bocci. Phone: 00390742391025 Supervisor: LOUIS BERGER GROUP. Inc. Responsible person: Armando Pezzoni. Phone. O68 20 42 961	This road section is 24 km long. The Project consists mainly in asphalting and repair works to reinstate the road carriageway as it was by the end of 2001 and before the winter season 2001/2002.The works on this Project were resumed on 15th of March 2002, after the contractor's suspension works due to the Winter season 2001-2002.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
Landslide at km 8+350, (near Kalimash) and at km 8.350,(near Kalimash's mine);	Define the exact cost of this work. The employer, must provide the fund for the immediately intervention before the incoming winter season starts.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	6 %	6 %	12 %	19 %	24 %	39 %	70 %	98 %	98 %			
	Financial	10 %	10 %	10 %	10 %	10 %	21 %	68 %	87 %	87 %			
	Time	33 %	41 %	49 %	58 %	67 %	75 %	83 %	89 %	100 %			

Printed on: October 10, 2002	**Source:** Louis Berger Group Inc. (Supervision Company)	**Contact person:** Armando Pezzoni

EXECUTIVE REPORT	**Project Title:** Emergency Road Repair: Asphalting of Shen Meri – Kukes Road (on going)

DETAILED EXPLANATIONS

Project Background:

This road section located in the north of Albania is the only road that connects and supports the traffic between Albania and Kosovo.

The project consist of asphalt works and repair works to reinstate the road carriageway as it was at the end of 2001 and before the winter season 2001/2002,

Project Description and Technical Components:

This road section is 24 km long. The emergency Repair Works that are part of this Contract consists in:

- clean up of side drains and culverts;
- construction of new culverts and lined ditches and drains, where necessary;
- repair the damaged retaining walls and other structures;
- construction of new retaining walls, gabion walls, parapets and curbs, where necessary;
- cleaning and repair of gravel shoulders;
  construction of a new asphalt wearing course of 4 cm thick. The width of pavement will vary, according to the existing situation.

Performance:

Asphalt pavement:	in progress
Potholes:	completed
Concrete works:	in progress
Culverts:	completed
Retaining walls:	completed
Gabions:	completed
Gravel shoulders:	in progress
Concrete Drains:	in progress

General Performance:

The works started on September 3, 2001, were resumed on March 15, 2002 after the contractor's suspension of works due to the winter season.

The asphalt layer was being paved right to drains, removing untidy porous gravel strips, different methods are considered for the treatment of shoulders and curve widening was being instigated for public safety. The contractor declared the completion of the asphalt pavements on 20th of August, 2002. After several site inspections the project manager, prepared the list of outstanding defects. These works include linking asphalt with concrete drains, correcting areas of poor drainage and re-paving of some areas,

Issues and Recommendations:

Issues:	on km 8.350, landslide near Kalimash;
Recommendations:	define the exact cost of this work. The employer, must provide the fund for the immediately intervention before the incoming winter season starts
Issues:	on km.10.100 landslide near Kalimash's Mine;
Recommendations:	define the exact cost of this work. The employer, must provide the fund for the immediately intervention before the incoming winter season starts.
Issues:	the contractor has presented the work certificate for the month of September, but the employer has not effectuated the payment yet.
Recommendations:	the employer must effectuate the payment.

Financial Details:

Original contract:	Leke 153,110,000.
Variation Order No 1:	on 8th of February 2002 for time extension. It has started in 232 calendar days from 11 February 2002 to 30 September 2002.
Variation Order No 2:	on March 11, 2002, value Leke 22,910,000 for the scarification of the existing damaged road carriageway and for leveling course of crushed gravel 0-30 mm, 5 cm thick. (this increased the project's cost to Leke 176,020,000),
Revised contract:	Leke 176,020,000.
Explanations:	The payment of the work done during the month of September 2002, is not effectuated yet to the contractor.

Explanatory Notes:

According to the contract, the project handing over cannot take place before 360 calendar days, after the completion of the Project.

EXECUTIVE REPORT	Project Title:	Emergency Road Repair: Asphalting of Fushe Arrez- Shen Meri road (on going)		
Contract value:	Leke 196, 044,500 revised on March 11, 2002 to 225,317,825	**Total Disbursed:**	Leke 104,262,728	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	August 27, 2001	160 days revised to 392 days	September 3, 2001	February 11, 2002 revised to September 30, 2002	September 24, 2003	Tick as appropriate
Actual:	August 27, 2001		September 3, 2001 restarted on March 15, 2002			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 Leke)			***FOREIGN BUDGET (in Leke)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of Leke)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2001		2002		2003		2004	
Investment	15,772.2	7,298,3	WB/IDA	Loan	209,545,577	96,964,335	**Semester**	1	2	1	2	1	2	1	2
VAT	37,552.9	17,377.1		Credit			**Budgeted**								
Other taxes				Grant			**Disbursed**	-	18,232,1	-	78,732,1				
Expropriation							**Performance**								
Total	53,225.1	24,675.5		Total	209,545,577	96,964,335									

BRIEF PROJECT OBJECTIVES

Improve road surface in order to handle the traffic and to increase road safety.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: PAVI S.r.l. Responsible person: Corrado Bocci. Phone: 00390742391025
Supervisor: LOUIS BERGER GROUP. Inc.
Responsible person: Armando Pezzoni. Phone. O68 20 42 961

Road section is 31.3 km long. The Project consists mainly in asphalting and repair works to reinstate the road carriageway as it was by the end of 2001 and before the winter season 2001/2002.The works on this Project were resumed on 15th of March 2002, after the contractor's suspension works due to the Winter season 2001-2002.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
1.Possible landslide due to collapsed gabions on km.6+580 and landslide near Vrish. 2. Lack of funds to complete the repair works in both sections.	1. Immediately intervention in both sections before the incoming winter season. 2. The Employer must provide the fund for the repair works in both sections.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	5 %	5 %	7 %	12 %	17 %	20 %	35 %	49 %	98 %			
	Financial	10%	10%	10%	10 %	10 %	10 %	25 %	46 %	46 %			
	Time	34 %	41 %	49 %	58 %	67 %	75 %	84 %	92 %	100 %			

Printed on: October 10, 2002	**Source:** Louis Berger Group Inc. (Supervision Company)	**Contact person:** Armando Pezzoni

EXECUTIVE REPORT	Project Title: Emergency Road Repair: Asphalting of Fushe Arrez- Shen Meri road (on going)

Project Background:

This road section located in the north of Albania is the only road that connects and supports the traffic between Albania and Kosovo.

The project consists mainly in asphalt works and repair works to reinstate the road carriageway as it was by the end of 2001 and before the winter season 2001/2002,

Project Description and Technical Components:

This road section is 31.3 km long. The emergency repair works that are part of this contract consists of:

- repair of the potholes and damaged pavement sections;
- clean up of side drains and culverts;
- construction of new culverts and lined ditches and drains, where necessary;
- repair the damaged retaining walls and other structures;
- construction of new retaining walls, gabion walls, parapets and curbs, where necessary;
- cleaning and repair of gravel shoulders;
- construction of a new asphalt wearing course of 4 cm thickness. Width of pavement will be varying, according to the existing situation.

Performance:

Asphalt pavement:	in progress
Potholes:	completed
Concrete works:	in progress
Culverts:	completed
Retaining walls:	completed
Gabions:	completed, but collapsed in one section
Gravel shoulders:	in progress
Concrete drains:	in progress

General Performance:

The works started on 3rd of September 2001, were resumed on 15th of March 2002 after the contractor's suspension of works due to the winter season.

The contractor improved his methodology of work by performing a first asphalt layer (2 cm thick) on the top of the milled /existing surface. In fact, the contractor patched the potholes and re-profiled the existing carriageway surface for the successive 5 cm thick asphalt layer. The contractor declared the completion of the asphalt pavements on 29th of September 2002. The project manager recorded satisfactory results on the quality of the asphalt works. The resident engineer prepared the list of defects ("punch list") to be repaired by the contractor within the time accorded by the project manager.

These works include linking asphalt with concrete drains, correcting areas of poor drainage and re-paving of some areas.

Issues and Recommendations:

Issues: at km. 6.580, possible landslide due to collapsed gabions;
Recommendations: define the exact cost of this work. The employer should provide funds for immediate intervention before the incoming winter season starts.
Issues: at km. 14.850, landslide near Vrish;
Recommendations: define the exact cost of this work. The employer, must provide the fund for the immediately intervention before the incoming winter season started.
Issues: the contractor has presented the interim payment certificate for September 2002, but the employer has not effectuated the payment yet.
Recommendations: the employer must effectuate the payment.

Financial Details:

Original amount of contract:	Leke 196, 044,500.
Variation Order No 1:	on 8th February 2002 for time extension. It has started in 232 calendar days from 11th February 2002 to 30th September 2002.
Variation Order No 2:	on 11th March 2002, value Leke 29,273,325 (increasing the total cost), for the scarification of the existing damaged road carriageway and for leveling course of crushed gravel 0-30 mm, 5 cm thick.
Revised amount contract:	Leke 225,317,825.
Financial Performance:	The employer has not effectuated yet the payment for the interim payment certificate of September 2002.
Explanations:	No payment during the first semester of 2002, because the contractor didn't submit any interim payment certificate. The payment of work realized during the month of September 2002, is not effectuated yet to the contractor.

Explanatory Notes:

According to the contract, the project handing over cannot take place before 360 calendar days, after the completion of the Project.

EXECUTIVE REPORT	Project Title:	Emergency Road Repair: Puke – Fushe Arez Road (on going)			
Contract value:	Leke 117,287,000 revised on July 4, 2002 to 133,637,000	**Total Disbursed:**	Leke 95,436,352	**Reporting Period:**	Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	May 17, 2002	240 days	May 23, 2002	January 18, 2003	January 12, 2003	Tick as appropriate
Actual:	May 17, 2002		May 23, 2002			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 of Leke)			***FOREIGN BUDGET (in Leke)***			
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed
Investment	9,354.6	6,680.5	WD/IDA	Loan	124,282,410	88,755,806
VAT	22,272.8	15,906.1		Credit		
Other taxes				Grant		
Expropriation						
Total	31,627.4	22,586.6		Total	124,282,410	88,755,806

FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of Leke)

YEAR	2002		2003					
Semester	1	2	1	2	1	2	1	2
Budgeted								
Disbursed	15,802	72,953						
Performance								

BRIEF PROJECT OBJECTIVES

Improve road surface in order to handle the traffic and to increase road safety.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

CONTRACTOR: GECI shpk
Contact person: Mr Ram Geci. Phone 068 20 20 169
Supervisor: LOUIS BERGER GROUP. Inc.
Contact person: Armando Pezzoni. Phone. O68 20 42 961)

Road section: 19.9 km long. This road section starts near the city of Puka, in the main road from Vau I Dejes to the city of Kukes and ends to the city of Fushe Arez. It crosses a mountain area, about 900 m above the see level. Works consist on Emergency Road Repairs in the road section Puka - Fushe Arrez, from Km.26+241 to Km. 46+090. The Project deals as well with structure works, asphalt works and repair works; construction of concrete walls, repair of the potholes and damaged pavement sections, concrete ditches, clean up of side drains and culverts, construction of new asphalt wearing course, etc.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
Completion of the repair works by the contractor.	The contractor must complete the repair works before the winter season starts

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work					2 %	20 %	31 %	75 %	97 %			
	Financial					10 %	14 %	29 %	71 %	71 %			
	Time					3 %	16 %	28 %	41 %	53 %			

Printed on: October 10, 2002	**Source:**	Louis Berger Group Inc. (Supervision Company)	**Contact person:** Armando Pezzoni

EXECUTIVE REPORT	**Project Title:** Emergency Road Repair: Puke – Fushe Arrez Road (on going)

DETAILED EXPLANATIONS

Project Background:

This road section starts near the city of Puka, in the main road from Vau I Dejes to the city of Kukes and ends to the city of Fushe Arrez. It crosses a mountain area, about 900 m above the see level. Works consist on emergency road repairs in the road section Puka - Fushe Arrez, from Km.26+241 to Km. 46+090.

Project Description and Technical Components:

This road section is 19.9 km long. The emergency Repair Works that are part of this Contract consists in:

- construction of new retaining walls, parapets and curbs, where necessary;
- repair the damaged retaining walls and other structures;
- construction of new culverts and lined ditches and drains, where necessary;
- clean up of side drains and culverts;
- repair of the potholes and damaged pavement sections;
- cleaning and repair of gravel shoulders;
- construction of a new asphalt wearing course of 4 cm thick. The width of pavement will vary, according to the existing situation.

Performance:

By 20th of September 2002, the contractor completed the placement of the asphalt pavement and other works along the road sections included in the contract. The quality of works were satisfactory, with small spot areas where substandard works have been identified, for which the project manager has already issued defect notices and site instructions to the contractor. The Project Manager made a joint site visit with the contractor and the list of defects encountered along the contract is under completion.

According to the supervisor, the contractor has completed 98% of the entire project.

Issues and Recommendations:

Issues: Completion of the repair works by the contractor.

Recommendations: The contractor must complete the repair works before the winter season starts

Financial Details:

Original contract:	Leke 117,287,000.
Variation Order No 1:	approved on 10th of July, 2002, with a value of Leke 16,350,000, incorporating an additional quantity of 1,600 tons of asphalt, necessary to repairing and leveling approx. 28,500 m2 of the road sections, representing about 40 % of the total length to be covered with asphalt wearing course (increasing the project cost to Leke 133,637,000).
Revised contract:	Leke 133,637,000
Explanations:	The contractor has submitted the interim payment certificate for September 2002, which is under evaluation.

Explanatory Notes:

According to the contract, the project handing over cannot take place before 360 calendar days, after the completion of the Project.

EXECUTIVE REPORT	Project Title:	Emergency Road Repair: Berat-Bogove (on going)			
Contract value:	Leke 96,710,000 revised on July 22, 2002 and September 19, 2002 to 111,154,600	**Total Disbursed:**	Leke 101,914,322	**Reporting Period:**	Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	May 17, 2002	180 days	May 24, 2002	November 17, 2002	November 11, 2003	Tick as appropriate
Actual:	May 17, 2002		June 13, 2002			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 Leke)			***FOREIGN BUDGET (in Leke)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 Leke)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2002		2003		2004		2005	
Investment	7,780,8	5,289,7	WB/IDA	Loan	103,373,778	94,780,320	**Semester**	1	2	1	2	1	2	1	2
VAT	16,118.3	16,985.7		Credit			**Budgeted**								
Other taxes				Grant			**Disbursed**	24,502	70,278						
Expropriation							**Performance**								
Total	23,899.1	22,275.4		Total	103,373,778	94,780,320									

BRIEF PROJECT OBJECTIVES

Improve road surface in order to handle the traffic and to increase road safety.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: JV "Granit&Salillari"
Responsible person: Pellumb Salillari. Phone: 0682049371
Supervisior: LOUIS BERGER GROUP. Inc.
Responsible person: Armando Pezzoni. Phone. O68 20 42 961)

The length of the road is 27.2 km. The Project consists mainly IN asphalt pavement, structure works and repair works; construction of Mbrakull Bridge, clean up of side drains and culverts, repair of the potholes and damaged pavement sections, construction of new asphalt wearing course, etc.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
None	None

PERFORMANCE INDICATORS (2002)													
Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work						3 %	26 %	71 %	96 %			
	Financial						10 %	24 %	68 %	92 %			
	Time						17 %	33 %	50 %	66 %			

Printed on: October 10, 2002	**Source:**	Louis Berger Group Inc. (Supervision Company)	**Contact person:**	Armando Pezzoni

EXECUTIVE REPORT	**Project Title:** Emergency Road Repair: Berat-Bogove (on going)

DETAILED EXPLANATIONS

Project Background:

This road is located in the South of Albania. It starts near Berat city, in the main road from the city of Berat toward the city of Çorovoda. The existing road is in poor conditions; its surface is destroyed and can't handle the traffic.

Project Description and Technical Components:

This road section is 22.7 km long. The emergency repair works that are part of this contract consists of:

- asphalt pavement
- construction of Mbrakull Bridge.
- repair of the potholes
- clean up of side drains and culverts;
- repair the damaged retaining walls and other structures;
- construction of new retaining walls, parapet curbs, gutters and curbs, where necessary;
- cleaning and repair of longitudinal ditches
- repair of gravel shoulders;
- construction of a new 4 cm asphalt wearing course thick. Width of pavement will be varying, according to the existing situation.

Performance:

Asphalt pavement:	completed 19.1 km out of 19.2 km foreseen in the Contract. The last 100 m depend on the completion of Mbrakull bridge.
Bridge:	construction of half bridge (3.5 m wide) including its lateral walls, the backfilling of its abutments, construction of the second half of the abutment on the Poliçani side and demolish the existing abutment on Berat side, completed. Removed away the existing bailey bridge and traffic is shifted on the new structure.
Excavation:	in progress at Vodica torrent, completed the longitudinal channel
Concrete gutter:	in progress at Qafe Hoxhaj
Retaining walls:	4 in progress, the reparation completed
Culvert outlet:	1 in progress.
Concrete ditches:	in progress

General Performance:

The paving of asphalt layer has started on 18th of June, 2002. The quality of the asphalt and concrete works was satisfactory. The contractor placed asphalt wearing on the full width of the carriageway, which is 6.00 lm, starting from the village of Mbrakull towards Berat. The average daily placement of asphalt wearing course reached 500 lm/day. The contractor has been working seven days per week, from 6 July 2002 up to the end of September 2002.

Issues and Recommendations:

Issues:	None
Recommendations:	None

Financial Details:

Original contract:	Leke 96,710,000.
Variation Order No 1:	approved on July 22, 2002, with a value of Leke 9,159,400, to complete the additional works for the construction of Mbrakull bridge (excavation, earth bulk and/or layer; metallic frame for concrete drainage channel; F 800 mm concrete pipe, including reinforcement steel, placed; demolition of the existing failed bridge, excavation of its new foundations and reconstruction of a new bridge) (this increased the project's cost to Leke 105,869,400)
Variation Order No 2:	approved on September 19, 2002, value Leke 5,285,200, in order to keep Vodice torrent bed cleaned from all the materials and debris obstructing the water flow under the bridge incorporating an additional amount of 15,800m^3 of excavations (increasing the project cost to Leke 111,154,600)
Revised contract:	Leke 111,154,600.

Explanatory Notes:

According to the contract, the project handing over cannot take place before 360 calendar days, after the completion of the Project.

EXECUTIVE REPORT	Project Title:	Emergency Road Repair: Asphalting Kukes-Morine Road (on going)		
Contract value:	Leke 17,380,530 revised on August 13, 2002 to 19,527,822	**Total Disbursed:**	Leke 0	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	May 16, 2002	127 days	May 23, 2002	August 21, 2002 revised to September 30, 2002	September 24, 2003	Tick as appropriate
Actual:	May 16, 2002		May 23, 2002			Under
Performance:						Over

BUDGET AND DISBURSEMENT STATUS																
DOMESTIC BUDGET (in 000 of Leke)			***FOREIGN BUDGET (in Leke)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of Leke)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2002		2003		2004		2005	
Investment	1,366.9		WB/IDA	Loan			**Semester**	1	2	1	2	1	2	1	2
VAT	3,905.5			Credit	18,160,874		**Budgeted**								
Other taxes				Grant			**Disbursed**								
Expropriation							**Performance**								
Total	5,271.4			Total	18,160,874										

BRIEF PROJECT OBJECTIVES

Improve road surface in order to handle the traffic and to increase road safety.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: J.V.N.A.Rr Sh.a. & HAZIRI Sh.p.k.
Contact person: Ananstas Riska Phone: 068 20 22 202
Supervisor: LUIS BERGER GROUP. Inc.
Contact person: Armando Pezzoni. Phone. O68 20 42 961

Road Section: 1.51 km. The works consist of Emergency Road Repairs in the road section, Kukes – Morina Road, from km 17+474 to km 19+962 and protection works at km. 5+410, km. 6+612 to km. 6+703, km.7+715 to km. 7+725, km. 8+375

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
The contractor has not provided yet the necessary insurance, in accordance to the contractual requirements.	The contractor must provide immediately the necessary insurance, in accordance to the contractual requirements

PERFORMANCE INDICATORS

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work					0 %	0 %	34 %	69 %	98 %			
	Financial					-	-	-	-	-			
	Time					6 %	30 %	54 %	77	100 %			

Printed on: October 10, 2002	**Source:**	Louis Berger Group Inc. (Supervision Company)	**Contact person:**	Armando Pezzoni

EXECUTIVE REPORT	Project Title: Emergency Road Repair: Asphalting Kukes - Morine Road (on going)

DETAILED EXPLANATIONS:

Project Background:

This Road Section is 1.51 km long. It starts at km. 17+962, in the main road from Kukes to Morina, up to the border crossing with Kosovo, km. 19+474.

Project Description and Technical Components:

The emergency Repair Works that are part of this Contract consist in:

- Asphalt Works from km 17+962 to km 19+474
- Scarification of the existing layers
- Construction of the base course
- Construction of shoulders
- Construction of the binder course, 5 cm
- Construction of the wearing course, 4 cm
- Repair the damaged retaining walls and other structures;
- Construction of new retaining walls, gabion walls, parapets and curbs, where necessary; at km. 5+410, km. 6+612 to km. 6+703, km.7+715 to km. 7+725, km. 8+375
- Clean up of side drains and culverts;
- Construction of new culverts and lined ditches and drains, where necessary;

Performance:

The contractor started the implementation of the project on July 2002 after the mobilization period. By the end of August 2002, the contractor completed all the concrete and gabion works and the placement of asphalt binder course included in his contract. By 30th of September 2002, the contractor completed 98% of the works included in his Contract. The Project Manager prepared a list of Defects, which is going to be officially issued to the contractor during the month of October 2002.

Issues and Recommendations:

Issues:	The contractor has not provided yet the necessary insurance, in accordance to the contractual requirements.
Recommendations:	The contractor must provide immediately the necessary insurance, in accordance with the contractual requirements.

Financial Details:

Original contract:	Leke 17,380,530.
Variation Order No 1:	approved on 13th of August 2002, with a value of Leke 2,147,292, incorporating additional major repairs to a heavily damaged stone mortared wall and some minor repair works (increasing the cost of the project to Leke 19,527,822). Extension of Time has been granted up to the end of September 2002 in order to allow the contractor to incorporate all the additional works included in Variation Order No1.
Revised contract:	Leke 19,527,822
Financial Performance:	No payment effectuated to the contractor because he didn't submit any interim payment certificate to the project manager.

Explanatory Notes:

According to the contract, the project handing over cannot take place before 360 calendar days, after the completion of the Project.

Figure 5: Road Projects - Map

European Union	**WB**	**Kuwaiti Fund**	**Gov of Albania**
Italian Cooperation	**EIB**	**EBRD**	

EXECUTIVE REPORT	Project Title:	Reconstruction of Shkoder – Bajze railway (on going)		
Cost:	Leke 316,000,000	**Total Disbursed:**	Leke 45,000,000	**Reporting Period:** Up September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	July 20, 2002	150	July 25, 2002	December 25, 2002	December 19, 2003	Tick as appropriate
Actual:						☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS																
DOMESTIC BUDGET (in Leke)			***FOREIGN BUDGET***				*DOMESTIC BUDGET VERSUS DISBURSEMENTS (in 000 of Leke)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	**2001**		**2002**		**2003**		**2004**		
								1	2	1	2	1	2	1	2
Investment	264,000	37,000		Loan	NA	NA									
VAT	52,666	7,500		Credit	NA	NA	**Budgeted**								
Other taxes				Grant	NA	NA	**Disbursed**	31,600	13,400						
Expropriation							**Performance**								
Total	316,000	45,000		Total	NA	NA									

BRIEF PROJECT OBJECTIVES
Reconstruction of the railway line Shkoder- Bajze. Make possible the connection of the Albanian railway network with Montenegro railway network.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS	
Contractor: JV Albavia – Bajraktari and Railway State Enterprise Contact person: Hasan Hafizi Supervisor: General Directorate of Railways	Reconstruction of 12 km missing link (missing railway iron beams, stolen during 1997) and rehabilitation of the rest of line to handle a speed of 40km/h.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
1. Delays of the work performed by Albavia – Bajraktari, is delaying the work of the Railway State Enterprise. 2. Low work quality performed by Albavia – Bajraktari.	1. The Employer must require the contractor, to prepare a new work program and increase work terms. 2. Require Albavia – Bajraktari to increase the work quality and make the repairs.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work							1 %	11 %	17 %			
	Financial							10 %	10 %	15 %			
	Time							3 %	23 %	43 %			

Printed on: October 15, 2002 **Source:** Ministry of Transport and Telecommunication **Contact person:** Eva Brinja

EXECUTIVE REPORT	**Project Title:** Reconstruction of Shkoder – Bajze railway (on going)

DETAILED EXPLANATIONS

Project Background:

This railway section is located in the north of Albania and is the only connection between Albania and Montenegro. During the 1997 crisis, 12 km of the iron-beam railway line has been stolen from the inhabitants of this area, causing an amortization of the entire section railway line Shkoder-Bajze.

Project Description and Technical Components:

The reconstruction and rehabilitation works that are part of this contract consists in the following:

1. Reconstruction of Shkoder –Bajze line (for the missing 12 km.) by third contractors with a cost of Leke 200,000,000as in the following:
   a. Installation of rails of S49 type.
   b. Normal wood slippers (second hand, but in good working conditions, 40,000 pieces) to be supplied by the contractor.
   c. Repairing of the railroad track, ballast laying, assembling of slippers, rails, leveling
2. Operations to activate Shkoder – Bajze line. Those works will be conducted by the railroad itself with a cost of Leke 44,000,000.
3. Gravel purchase for ballasts (mainly for the 12 missing km, and for the other part) by another contractor, with a cost of Leke 66,000,000.
4. Reconstruction/ Repairing of structures (Bridges, small bridges, walls etc) with a cost of Leke 6,000,000.

Performance:

1. Reconstruction of Shkoder –Bajze line (for the missing 12 km.) Work: 20%, Financial: 17 %
   - Topographic works completed the end of July.
   - Completed only 500 lm of installation of rails S49 type "KAPA" till the end of September 2002, and supplied 50 % of the materials
   - Leveling the gravel for ballast, in progress
   - Installation of milestones, in progress
   - Supply with wood slippers, in progress (up to date supplied 4000 pieces).
   - Supply with rail accessories "KAPA", (up to date146 ton)
2. Operations to activate Shkoder – Bajze line. Work 20 %, Financial: 18 %
   -Works are in progress
3. Gravel purchase for ballasts. Work 12 %, Financial: 6 %
   - After delays of the bidding process, work is in progress
4. Reconstruction/ Repairing of structures. Work 0%, Financial: 0 %
   - Not started yet.

Issues and Recommendations:

Issues: Delays of the work performed by Albavia – Bajraktari, is delaying the work of the Railway State Enterprise.
Recommendations: The Employer must require the contractor, to prepare a new work program and increase work terms.
Issues: Low work quality performed by Albavia – Bajraktari.
Recommendations: Require Albavia – Bajraktari to increase the work quality and make the repairs.

Financial Details:

Original contract: Leke 316,000,000
Variation Order: None
Revisions: None
Explanations: The project is financed by state budget.

Explanatory Notes:

The project handing over cannot take place before 365 calendar days after the completion of the project.

EXECUTIVE REPORT	Project Title:	Reconstruction of passengers stations in Shkodra, Vora, Sukth, Durres, Golem, Lushnje, Rrogozhine (on going)		
Contract cost:	Leke 12,000,000	**Total Disbursed:**	Leke 9,100,000	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	July 2002	60	1 August 2002	1 October 2002	25 September 2003	Tick as appropriate
Actual:			1 August 2002			Under ☐
Performance:						Over ☐

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 of Leke)			***FOREIGN BUDGET***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of Leke)*								
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	**2001**		**2002**		**2003**		**2004**	
Investment	10.000	7,483.4		Loan	NA	NA	**Semester**	1	2	1	2	1	2	1	2
VAT	2,000	1,516,6		Credit	NA	NA	**Budgeted**								
Other taxes				Grant	NA	NA	**Disbursed**		9,000.0						
Expropriation							**Performance**								
Total	12,000	9,000.0		Total	NA	NA									

BRIEF PROJECT OBJECTIVES

Conditions improvement at passenger's stations.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Supervisor: General Railway Directorate Contact Person: Gramoz Gjikolli. Phone: 068 21 35 311	Passenger's platform construction and lighting system at Golem and Rrogozhina station. Building repair stations in Shkodra, Vora, Sukth, Durres, Golem and Lushnje.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)

Issues	Recommended Actions
1. Delays of the works performed by the contractor for the 1st component.	1. The Employer must request the contractor, to prepare a new work program and increase the work terms.

PERFORMANCE INDICATORS (2002)													
Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work								44 %	80 %			
	Financial								0%	76 %			
	Time								50 %	100 %			

Printed on: October 15, 2002	**Source:** Ministry of Transport and Telecommunication	**Contact person:** Eva Brinja

EXECUTIVE REPORT	**Project Title:** Reconstruction of passengers stations in Shkodra, Vora, Sukth, Durres, Golem, Lushnje, Rrogozhine (on going)

DETAILED EXPLANATIONS

Project Background:

Poor conditions of the passenger stations in Shkodra, Vora, Sukth, Durres, Golem and Lushnje as result of lack of maintenance since 1990.

This project will improve the passenger stations for the northern railway line: Shkoder-Vore-Sukth and the eastern railway line Durres-Golem-Lushnje.

Project Description and Technical Components:

The reconstruction and rehabilitation works that are part of this contract consists in following:

Component 1

Passenger's platform construction and lighting system in Rrogozhina

Component 2

Passenger's platform construction in Golem

Component 3

Rehabilitation of railway stations buildings in Shkodra, Vora, Sukth, Durres, Golem and Lushnje.

Performance:

Component 1

The works are in progress (estimated completion date 30 September 2002). Work 70%. Financial 0%

Component 2

Completed on time, according to the contract. Work: 100%. Financial 100%.

Component 3

Completed on time according to the contract. Work: 100%. Financial 100%.

Issues and Recommendations:

Issues: Delays of works performed by contractor for the 1st component.

Recommendations: The Employer must request to contractor, to prepare a new work program and increase work terms.

Financial Details:

Original contract: Leke 12,000,000

Variation Order: None.

Revisions: None.

Explanations: The project is financed by state budget. According to the contract agreement the payment of the contractor will be effectuated when works are completed. This is the reason why the contractor for the first project component didn't received any payment.

Explanatory Notes:

The project handing over cannot take place before 365 calendar days after the completion of the project.

EXECUTIVE REPORT	Project Title:	Improving the railway communication and signaling system (on going)		
Cost:	Leke 8,000,000	**Total Disbursed:**	Leke 3,000,000	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	May 15, 2002	180	June 1, 2002	December 1, 2002	December 1, 2003	Tick as appropriate
Actual:	May 15, 2002		June 1, 2002			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 of Leke)			***FOREIGN BUDGET***				*DOMESTIC BUDGET VERSUS DISBURSEMENTS (in 000 of Leke)*								
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2002		2002		2003		2004	
Investment	6,672	2,500		Loan	N/A	N/A	**Semester**	1	2	1	2	1	2	1	2
VAT	1,328	500		Credit	N/A	N/A	**Budgeted**								
Other taxes				Grant	N/A	N/A	**Disbursed**	800	2,200						
Expropriation							**Performance**								
Total	8,000	3,000		Total	N/A	N/A									

BRIEF PROJECT OBJECTIVES

Improving the railway communication and signaling system at Durres beach station and signalization of Shkozet – Durres railway line.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: Railways State Enterprise
Contact person: Gramoz Gjikopulli Phone 068 21 35 311

Completion of radio communication operator.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
Difficulties to open the channel to laying the signalization cables in Shkozet.	General Directorate of Railways must resolve those difficulties.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work						13 %	23 %	32 %	40 %			
	Financial						10 %	19 %	30 %	38 %			
	Time						16 %	33 %	50 %	66 %			

Printed on: October 15, 2002	**Source:** Ministry of Transport and Telecommunication	**Contact person:** Eva Brinja

EXECUTIVE REPORT	**Project Title:** Improving the railway communication and signaling system (on going)

DETAILED EXPLANATIONS

Project Background:

Thee railway communication and signaling system is in poor conditions as result of lack of maintenance since 1990. This project will improve the current situation by purchasing new radio communication equipments and rehabilitation of the existing communication system.

Project Description and Technical Components:

The tasks of this contract consist in following:

Component 1

Purchase of radio communication equipments. Cost, Leke 2,000,000

Component 2

Rehabilitation works to improve the signalization of Shkozet – Durres railway line. Cost, Leke 2,000,000

a. Open the channel to lay the signalization cables in Shkozet
b. The new cables (for the goods station) will be taken by the storehouse of General Directorate of Railways, granted by US government.

Component 3

Construction of the conductor-office

Performance:

Component 1

Completed on time, according to the contract 100%. Financial 100%

Component 2

In progress. Work: 50%. Financial 50%.

Component 3

This component has not started yet.

Issues and Recommendations:

Issues: Difficulties opening the channel to lay put the signalization cables in Shkozet.

Recommendations: General Railways Directorate must resolve those difficulties.

Financial Details:

Original contract: Leke 8,000,000

Variation Order: None

Revisions: None

Explanations: The project is financed from the domestic budget. For the 3rd component (construction of conductor-office, with a value of Leke 4,000,000) is required the allocation of funds.

Explanatory Notes:

EXECUTIVE REPORT	Project Title:	Construction of a new radio telecommunication system (on going)		
Contract value:	US$ 1,600,000	**Total Disbursed:**	US$ 1,400,000	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:				18 January 2003		Tick as appropriate
Actual:	November 2000	24 months	18 January 2001			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in US$)			***FOREIGN BUDGET (in US$)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of US$ or €)*								
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2001		2002					
Investment				Loan			**Semester**	1	2	1	2	1	2	1	2
VAT				Credit			**Budgeted**								
Other taxes			US/TDA	Grant	1,600,000	1,400,000	**Disbursed**	500	500	400					
Expropriation							**Performance**								
Total				Total	1,600,000	1,400,000									

BRIEF PROJECT OBJECTIVES

Installing of a new telecommunication System in the Railway, under the USA/TDA Southern Balkan Development Project (The VIII Corridor)

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: Railways State Enterprise Contact person: Gramoz Gjikopulli Phone 068 21 35 311	Improvement of a centralized telecommunication system

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
None.	None.

PERFORMANCE INDICATORS

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	56%	63%	67%	71%	76%	79%	83%	85%	89%			
	Financial	55%	60%	64%	70%	74%	77%	81%	84%	88%			
	Time	52%	56%	60%	64%	68%	72%	76%	80%	84%			

Printed on: October 15, 2002	**Source:** General Directorate of Railway	**Contact person:**	Gramoz Gjikopulli

EXECUTIVE REPORT	**Project Title:** Construction of a new radio telecommunication system (on going)

DETAILED EXPLANATIONS

Project Background:

The railway communication and signaling system is in poor conditions as result of lack of maintenance since 1990. This project will improve the current situation by purchasing new communication equipments and rehabilitation of the existing communication system.

Project Description and Technical Components:

The tasks of this contract consist in following:

- Purchase railway equipments;
- Installation of 33 m high tower in Librazhd;
- Installation of communication equipments.

Performance:

All materials have arrived in Albania. A tower 33 m high is being assembled at Librazhd area in order to cover the entire network. We are expecting the specialist of GE-ITALIA to assemble the equipment.
The project is turnkey type and will continue as well during 2003.

Issues and Recommendations:

Issues: None.
Recommendations: None.

Financial Details:

Original contract: US$ 1,600,000
Variation Order: None
Revisions: None
Explanations: The remaining US$ 200,000 will be used for the experts that will carry out the installing of equipment.

EXECUTIVE REPORT	Project Title:	Rehabilitation of Railroad section Border – Bajzë and Bajzë station (completed)		
Cost:	$ 357,143	**Total disbursed:**	$ 357,143	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	27 November 2001	30	27 November 2001	27 December 2001		Tick as appropriate
Actual:	27 November 2001	28	27 November 2001	25 December 2001	24 December 2002	V Under
Performance:		2 days earlier				Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in US$)			***FOREIGN BUDGET***			
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed
Investment	297,620	297,620		Loan	NA	NA
VAT	59,523	59,523		Credit	NA	NA
Other taxes				Grant	NA	NA
Expropriation						
Total	357,143	357,143		Total	NA	NA

DOMESTIC BUDGET VERSUS DISBURSEMENTS (in 000 of US$)

YEAR	**2001**		**2002**		**2003**		**2004**	
Semester	1	2	1	2	1	2	1	2
Budgeted		357.1						
Disbursed		357.1						
Performance								

BRIEF PROJECT OBJECTIVES

To establish a connection between Albania and Monte Negro by the end of 2001. To guarantee a functional contemporary railroad for passengers by the end of 2004. This project served to re-established connection between Albania and Montenegro after 11 Years interruptions due to war embargoed.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: JV Sterkaj + Dushaj + Keka + Male + Turkeshi Supervisor: General Railway Directorate Contact person: Gramoz Gjikolli. Phone: 06821 35 311	The project work consists of: 1. Rehabilitation of the main station building where is located the railroad staff, customs office, and the foreign trade office. 2.Rehabilitation of passing guard buildings, vehicles weight, and workers sanitation.3.Construction of a 100m well for water supply. 4. Partial lighting of the station. 5.Telecommunication, phone connection between Bajza (Albania) and Tuz (Monte Negro).

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
None.	None.

PERFORMANCE INDICATORS (2001)													
Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work												100%
	Financial												100%
	Time												100%

Printed on: October 15, 2002 **Source:** Ministry of Transport and Telecommunication **Contact person:** Eva Brinja

EXECUTIVE REPORT	**Project Title:** Rehabilitation of Railroad section Border – Bajzë and Bajzë station (completed)

DETAILED EXPLANATIONS

Project Background:

This railway section is located in the north of Albania and is the only railroad connection between Albania and Montenegro. During the 1997 crisis, by the inhabitants of this area were caused several damages to the railroad and to passenger's station, interrupting the connection between the two states.

Project Description and Technical Components:

The reconstruction and rehabilitation works that are part of this contract consist in following:

1. Rehabilitation of 9 km railway.
2. Renovation of Bajze station signaling;
    a. Telecommunication, phone connection between Bajza (Albania) and Tuz (Monte Negro).
3. Replacement of old wood traverses;
4. Leveling (horizontal/vertical) of the rail lines.
5. Bajza station rehabilitation:
    a. Rehabilitation of the main station building where is located the railroad staff, customs office, and the foreign trade office.
    b. Rehabilitation of passing guard buildings, vehicles weight, and workers sanitation.
    c. Construction of a well (100m deep) for water supply.
    d. Partial lighting of the station.

Performance:

The 9 km railway rehabilitation is completed at a cost of $ 228, 571.
The rehabilitation of Bajza station is completed at a cost of $128,572
The works are completed on time and according to the technical specifications.
The contractors of this project were:

1. Sterkaj Shpk
2. Dushaj Shpk
3. Keka Shpk
4. Male Shpk
5. Turkeshi Shpk

Issues and Recommendations:

Issues: None
Recommendations: None

Financial Details:

Original contract: US$ 357,143
Variation Order: None
Explanations: The project is financed through the state budget.

Explanatory Notes:

The project handing over cannot take place before 365 calendar days after the completion of the project.

Figure 6: Current Projects in Albania's Railway

EXECUTIVE REPORT	Project Title:	DURRES PORT PROJECT – CONSULTANT'S SERVICES, TECHNICAL ASSISTANCE – Supervision of Civil Works (on going)			
Contract value:	US $ 615,955 revised several times to US $ 707,000	**Total Disbursed:**	US $ 572,217	**Reporting Period:**	Up to September 2002

CONTRACT

Dates:	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:		38 months		29 January 2003	N/A	Ti
Actual:	24 November 1999		30 November 1999		N/A	Under

Performance:							Under

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in US$)			***FOREIGN BUDGET (in US$)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in '000 of US$)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	1999		2000		2001		2002	
Investment				Loan				1	2	1	2	1	2	1	2
VAT			IDA/ OPEC	Credit	707,000	572,217	**Budgeted**								
Other taxes				Grant			**Disbursed**			84	85	89	146	100	68
Expropriation							**Performance**								
Total				Total	707,000	572,217									

BRIEF PROJECT OBJECTIVES

Supervision of Construction works and equipment.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Supervisor: DANPORT Responsible person: Ole Juul Jensen Telephone: +45 45 87 40 10	Supervision of construction and Rehabilitation of Civil Works and equipment in the Port of Durres. Review of and certification of contractor's drawings, request for monthly payment, inspection of the works. Assisting the Employer in preparation of Variation Orders and Claims as well comments on Environmental studies.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)

Issues	Recommended Actions
None	None

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	57%	57%	64%	67%	70%	71%	81%	81%	81%			
	Financial	57%	57%	64%	67%	70%	71%	81%	81%	81%			
	Time	67%	69%	72%	75%	78%	81%	83%	86%	89%			

Printed on: 26 October 2002	**Source:**	PIU Durres Port Project	**Contact person:** Sokol Kikino

EXECUTIVE REPORT	**Project Title:** DURRES PORT PROJECT – CONSULTANT'S SERVICES, TECHNICAL ASSISTANCE – Supervision of Civil Works (on going)

DETAILED EXPLANATIONS

Project Background:

As part of civil work contract respective supervisor was needed.

Project Description and Technical Components:

Supervision of construction of Rehabilitation of Civil Works and equipment in the Port of Durres. Review of certification of contractor's drawings, request for monthly payment, inspection of the works. Assisting the employer in preparation of variation orders and claims as well comments on environmental studies.

Performance:

Has certified monthly payment and monitored the physical progress of work as well as variation orders.

Issues and Recommendations:

Issues:	None
Recommendations:	None

Financial Details:

Original contract:	US $ 615,955
Addendum No.1:	approved on 6th of October 2000 with a value of US$ 9,606, preparation of Terms of Reference (ToR) for Environment related studies (this increased the cost of the project).
Addendum No.2:	approved on 21st of May 2001 with a value of US$ 2,874, visit of mechanical engineer Mr. Werner Jerusal at Ansaldo's workshop/office in Italy (this increased the cost of the project).
Addendum No.3:	approved on 7th of January 2002 with a value of US$ 2,337 for the additional expenses for the trip of Mr. Jerusel (this increased the cost of the project).
Addendum No.4:	approved on 1st of February 2002 with a value of US$ 17,500 for additional expenses for Mr. Lale Molay Andersen (this increased the cost of the project)
Addendum No.5:	approved on 21st of June 2002 with a value of US$ 43,775 including 5 tasks: (1) finalize detailed design for rehabilitation of slope protection, amount US$13,302; (2) ToR for supervision of rehabilitation of slope protection amount US$ 3,660; (3) ToR for detailed design to port roads and storage areas, amount US$ 9,102; (4) ToR for supervision of construction, amount US$ 3,660; (5) procurement documents for 2 mobile port cranes including spare parts, amount US$ 14,051(this increased the cost of the project).
Variation Order No.1:	approved on 3rd of September 2002 with a value of US$ 9,606, for a time extension provided to the supervisor due to the civil work dalais (this increased the cost of the project).
Revised contract::	US $ 707,000
Explanations:	The total amount budgeted from the donor for this project was US$ 740,000. Even though the variation orders increased the project value still the amount of the project is within the budgeted figures.

Explanatory Notes:

EXECUTIVE REPORT	Project Title:	Supervision of rehabilitation of Durres Ferry Terminal Quay (on going)		
Contract value:	€ 392,623	**Total Disbursed:**	€ 351,257	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:		24 months		31 December 2002	N/A	Tick as appropriate
Actual:	20 December 2000		20 December 2000			Under
Performance:						Over

BUDGET AND DISBURSEMENT STATUS																
DOMESTIC BUDGET (in 000 Leke)			***FOREIGN BUDGET(in €)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of €)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	1999		2000		2001		2002		
Investment				Loan			**Semester**	1	2	1	2	1	2	1	2
VAT				Credit			**Budgeted**								
Other taxes			PHARE	Grant	392,623	351,257	**Disbursed**						191.6	159.7	
Expropriation							**Performance**								
Total				Total	392,623	351,257									

BRIEF PROJECT OBJECTIVES

The objective of the consultancy is to provide services for the ongoing construction supervision of the works of Ferry Terminal Construction at the Port of Durres. The specific objective is to ensure that all construction works are completed, to the required design and specification standards, within the scheduled project period.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Consultant: COWI, Denmark Contact person: Preben Juul Mikkelsen Phone: 00 322 511 23 83	The services shall include, but shall not be limited to, the following items: (1) Supervision of the ongoing construction Works including the issuing of talking over certificate; (2) Supervision of the detailed design as may be proposed and improved by the Contractor during the construction phase; (3) Checking and approval of the construction and as-built drawing prepared by the Contractor; (4) Monitoring of quantities of the Work performed by the Contractor and the related Payment Certificates and preparing monthly reports giving forecast of contract outcome; (5) Technical assistance to the Port Authority during the entire duration of the Consultant's assignment, including administration of the construction Contract and in technical and financial control of the construction works; (6) Issuing of the talking-over certificates; (7) Final certification on complete of the defects liability period.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	82%	85%	90%	91%	92%	93%	94%	95%	95%			
	Financial	49%	49%	89%	89%	89%	89%	89%	89%	89%			
	Time	%	60%	64%	68%	72%	76%	80%	84%	88%			

Printed on: October 25, 2002 **Source:** EU/PHARE; Ministry of Transport and Telecommunications; **Contact person:** Vasil Mtre

EXECUTIVE REPORT	Project Title:	Supervision of rehabilitation of Durres Ferry Terminal Quay (on going)

DETAILED EXPLANATIONS

Project Background:

The European Commission is funding improvements to the Port of Durres in Albania through the Phare Program. The overall responsibility for the execution of the project will be with the Ministry of Transport (MoT), represented by the Program Authorizing Officer (PAO), acting on behalf of the government of the Republic of Albania through the Phare Transport Program Management Unit (PMU) in the MoT.

Project Description and Technical Components:

The services shall include, but shall not be limited to, the following items:

- Supervision of the ongoing construction Works including the issuing of talking over certificate;
- Supervision of the detailed design as may be proposed and improved by the Contractor during the construction phase;
- Checking and approval of the construction and as-built drawing prepared by the Contractor;
- Monitoring of quantities of the Work performed by the Contractor and the related Payment Certificates and preparing monthly reports giving forecast of contract outcome;
- Technical assistance to the Port Authority during the entire duration of the Consultant's assignment, including administration of the construction Contract and in technical and financial control of the construction works;
- Issuing of the talking-over certificates;
- Final certification on complete of the defects liability period.

Performance:

Information not provided

Issues and Recommendations:

Issues:

Recommendations:

Financial Details:

Original contract:	€ 392,623
Addendum:	Information not provided
Revised contract:	Information not provided
Explanations:	

Explanatory Notes:

Note:

The information that is missing was not provide by PHARE Program at MoTT.

EXECUTIVE REPORT	Project Title:	DURRES PORT PROJECT – CONSULTANT'S SERVICE, TECHNICAL ASSISTANCE –Privatization & management of the Port of Durres (on going)

Contact value:	US$ 199,000	**Total Disbursed:**	US$ 57,019	**Reporting Period:**	Up to September 30, 2002

CONTRACT						
Dates:	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	27 November 2001	730	27 November 2001	26 November 2002	N/A	Ti
Actual:	27 November 2001		27 November 2001			Under
Performance:						Under

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in '000 USD)			***FOREIGN BUDGET (in US$)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in '000 of USD)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2001		2002		2003		2004	
Investment				Loan				1	2	1	2	1	2	1	2
VAT			OPEC/IDA	Credit	199. 000	57,019	**Budgeted**								
Other taxes				Grant			**Disbursed**		39.8	-	17.2				
Expropriation							**Performance**								
Total				Total	199,000	57,019									

BRIEF PROJECT OBJECTIVES

The consultant must assist the Port of Durres Authority (PDA) in the:
(1) elaboration of Port Privatization and Port Authority Law to regulate privatization competencies and relations between Government agencies and port users; (2) commercialization of the Port's mechanical section; (3) further advancing and commercializing of the Port's stevedoring companies; (4) processing and tendering of further port concessions;

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Consultant: "HPC Hamburg Port Consultants" Contact person: Ralf Behrens. Phone:+40-74008-186	Development of procedures and Port Rules and Regulations

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
The consultant has not been paid; the Port Authority Law prepared by him 5 times was not accepted from the PIU Durres Port Project.	The payment will follow as soon as final Port Authority Law is accepted by PIU Durres Port Project.

PERFORMANCE INDICATORS 2002

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	20%	20%	20%	20%	20%	20%	20%	20%	29%			
	Financial	20%	20%	20%	20%	20%	20%	20%	20%	29%			
	Time	8%	13%	17%	21%	25%	29%	33%	38%	42%			

Printed on: 26 October 2002 **Source:** PIU Durres Port Project **Contact person:** Sokol Kikino

EXECUTIVE REPORT	**Project Title:** DURRES PORT PROJECT – CONSULTANT'S SERVICE, TECHNICAL ASSISTANCE – Privatization & management of the Port of Durres (on going)

DETAILED EXPLANATIONS

Project Background:

Durres port is the biggest one in Albania representing the main commercial connection with Greece and Italy. An important progress related to the physic rehabilitation and structure administration according to the economic requests was done at Durres Port since 1996

- At the beginning of 1998 Durres Port Authority (PDA) was transformed to anonymous association. However, it remains 100 % proprietary of the Republic of Albania belonging to the Ministry of Economy.
- PDA has reformed its administrative and financial structures. Reduced the staff and applied a compensation package for the cut down of the staff.
- Two stevedore companies Egnatia and Liburnet were awarded with a two-year concession contract in 1999.
- Good's delivery was done mainly by lorries, and in small quantities by railway.
- PDA continues to operate in infrastructure and superstructure including cranes and other cargo treatment equipment.
- The main principle during the commercialization process was the transformation of Durres port authorities into owners.

Project Description and Technical Components:

Component 1. Port Durres Authority (PDA)

- the law on the privatization has not been modified to cover the aspects of port privatization in an adequate manner.
- restrictions to the lease of land, as set by the Government decision to be replaced
- contents of the law on privatization have to be harmonized and completed by the port privatization Law.

Component 2. Commercialization of the Mechanical Section

- PDA will lease or sell light equipment to the stevedores. Shore cranes are to remain operated by PDA:
- the range of activities of stevedore companies will be enlarged, i.e. by warehousing, equipment operation, etc;
- latest after expiring of the stevedores 'extended concession, competitive bidding will be invited for stevedoring services – forwarding companies are not admitted as stevedore operators.
- the mechanical sector is overstaffed, 160-180 have to be cut down ;
- heavy equipment and its operating staff remain with PDA for the time being;

Component 3. Commercialization of operations

- stevedores will perform their services under competitive conditions;
- port services will be rendered on a non-discriminatory basis;
- stevedores will engage temporarily a reasonable number of PDA's current mechanical staff to avoid excessive social hardship;
- the license/concession agreements for stevedores operations will be awarded under a restricted bidding procedure following a pre-selection process;
- the bidding process will not interrupt the provision of port services;
- bidders will be encouraged to join forces with competent strategic partners, be they foreign or domestic;
- assist the stevedoring companies in the preparation of redundancy plan, and moderate between the bidders, PDA and the stevedoring companies in case of staff can not be avoided.

Component 4. Concessioning of Bulk Terminals

- before taking any action, the feasibility of concession must be investigated; the expert will render strategic advise and will draft outlines for Terms of Reference for feasibility and due diligence investigations;
- after tendering, long –term concessions should be given on basis of BOT;
- special attention must be paid to tender evaluation and concession contract;

Performance:

- draft port law ready for further discussions.
- draft concessions contracts ready for comments;
- draft contract with stevedores for 2003 being commented by Port Directorate Authority and stevedores.

Issues and Recommendations:

Issues: The consultant has not been paid; the Port Authority Law prepared by him 5 times was not accepted from the PIU Durres Port Project.

Recommendations: As soon as final Port Authority Law is accepted by PIU Durres Port Project the payment will follow.

Financial Details:

Original contract: US$ 199,000

Variation Order: None

Revised contract: US$ 199,000

Explanations: The consultant has not been paid during the first semester of 2002, because the draft presented by him was not according to the PIU Durres Port Project requirements.

EXECUTIVE REPORT	Project Title:	DURRES PORT PROJECT – CONSULTANT'S SERVICES, TECHNICAL ASSISTANCE – Additional Design for rehabilitation of Civil Works (on going)

Contract value: US$ 60,000 revised to US$ 106,500	**Total Disbursed:** US$ 58,000	**Reporting Period:** Up to September 30, 2002

CONTRACT						
Dates:	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	May 2000	183	May 2000	December 2000	N/A	T
Actual:	20 July 2000		20 July 2000	30 December 2002	N/A	Under

Performance:							Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in US$)			***FOREIGN BUDGET (in US$)***			
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed
Investment				Loan		
VAT			IDA/ OPEC	Credit	106,500	58,000
Other taxes				Grant		
Expropriation						
Total				Total	106,500	58,000

FOREIGN BUDGET VERSUS DISBURSEMENTS (in000 of USD)

YEAR	1999		2000		2001		2002	
	1	2	1	2	1	2	1	2
Budgeted								
Disbursed					39	19	0	0
Performance								

BRIEF PROJECT OBJECTIVES

Review, update and assure the employer that the structural engineering design and drawings of quays 1, 4, 5 and 6, taking into account updated design parameters that have become available, is "fit for purpose" intended, and to advise the Employer on the implementation of restricting of quays 3 and 4.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Consultant: TECHNITAL S.p.a Contact person: Paolo Liberati Phone: +39-045-805 3611	*Design of Electrical Service Trench to Quays 5 & 6, crane plug pits and connections. Design of Quay 3/4 to cater for higher deck loadings of 4t/m^2 that is a higher loading than allowed for.*

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
None.	None.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	70%	71%	71%	71%	71%	75%	80%	90%	95%			
	Financial	55%	55%	55%	55%	55%	55%	55%	55%	55%			
	Time	50%	54%	58%	63%	76%	71%	75%	79%	83%			

Printed on: October 2002 **Source:** PIU Durres Port Project **Contact person:** Sokol Kikino

EXECUTIVE REPORT	**Project Title:** DURRES PORT PROJECT – CONSULTANT'S SERVICES, TECHNICAL ASSISTANCE – Additional Design for rehabilitation of Civil Works (on going)

DETAILED EXPLANATIONS

Project Background:

The government of Albania (GoA) has requested assistance from the Word Bank, International Development Association, and other donors to implement a program of rehabilitation and strengthening infrastructure facilities in the Port of Durres. The Port of Durres is located on the Adriatic coast, some 40 km west of the capital, Tirana. The existing port comprises some 2000 lm of quays. Long-term development of the port includes for provision of a multi-modal container facility and a roll-on/roll-of ferry terminal as well as improvements to the existing general, break-bulk and bulk cargo handling facilities. The overall responsibility for the execution of the project will be the Ministry of Transport and Telecommunication (MoTT) represented by the Minister, hereinafter called the "Employer" acting on behalf of the Government of Albania through the Durres Port Project Implementation Unit (PIU) in the MoTT. Day-to day co-ordination will be carried out with the Director, Port of Durres Authority (PDA) or his representative.

Project Description and Technical Components:

The consultant shall assure the employer:

- That the standards and codes used in the design are internationally recognized.
- Fender spacing complies with the standard used
- With regard to slope stability under the quay
- That the positions of joints will be not result in defections either due to vertical or horizontal loads, being prejudicial to crane operations.
- Spacing of rebar and stirrups is within code allowances for seismic conditions.
- The deck is adequately designed for punching shear
- That the load combinations selected will give the maximum design loads to be considered for each component of the structural and pile design
- Dynamic loading from crane have been considered

The Consultant shall review and modify, as necessary, the design and drawings resulting from modifications to the following design parameters:

- The railway tracks will be removed and not re-installed.
- Seismic coefficient shall be in accordance with the Albanian Code.
- Soil parameters in accordance with latest soil investigation results.

Performance:

Up to September 2002 the consultant has competed the redesign of Quay No. 5 & 6, together with sheet-pile. Beginning of November 2002 is expected to finalize the full design for rehabilitation of Quays 3 and 4.

Issues and Recommendations:

Issues: None.
Recommendations: None.

Financial Details:

Original contract: US$ 60,000
Addendum No.1: Approved on June 2001, with a value of US$ 4,500 for the design of sheet pile and trench as per Variation Order No.18 (approved to contractor) in civil works.
Addendum No.2: Approved on June 2002, with a value of US$ 42,000 for the design between of Quay No.5, Quay No.6, and the redesign of structure of Quay 3 and 4
Revised contract: US$ 106,500
Explanations: The consultant didn't receive any payment from January 2002 up to September 2002, because he has not delivered any invoice.

Explanatory Notes:

EXECUTIVE REPORT	Project Title:	DURRES PORT PROJECT – CONSULTANT'S SERVICES, TRAINING - Individual Visits Abroad (on going)		
Contract value:	US $ 130.000	**Total Disbursed:**	US $ 115,174	**Reporting Period:** Up to September 2002

Performance:			**CONTRACT**					Over
Dates:	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability		
Estimated:	N/A	1,825	1 January 99	31 December 2003	N/A	Tc		
Actual:	N/A	1,825	1 January 99					Under

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in '000 US$)			***FOREIGN BUDGET (in US$)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in '000 of US$)*								
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	1999		2000		2001		2002	
Investment				Loan				1	2	1	2	1	2	1	2
VAT			IDA/OPEC	Credit	130,000	155,174	**Budgeted**								
Other taxes				Grant			**Disbursed**	30	24	20	20	8	7	6	
Expropriation							**Performance**								
Total				Total	130,000	115,174									

BRIEF PROJECT OBJECTIVES

Training of project and port personnel on issues related to port management, organizations, concessions, financial management etc.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: Various identities Contact person: Sokol Kikino Phone: 22 35 10	Visits to port, attendance training courses on port development, management and cargo handling.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)

Issues:	Recommended Actions:
None	None

PERFORMANCE INDICATORS 2002

Period	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Work	84%	84%	84%	84%	88%	89%	89%	89%	89%			
Financial	84%	84%	84%	84%	88%	89%	89%	89%	89%			
Time	58%	60%	62%	64%	65%	67%	69%	71%	73%			

Progress

Printed on: 26 October 2002 **Source:** PIU Durres Port Project **Contact person:** Sokol Kikiko

EXECUTIVE REPORT	**Project Title:** DURRES PORT PROJECT – CONSULTANT'S SERVICES, Training - Individual Visits Abroad (on going)

DETAILED EXPLANATIONS

Project Background:

In order to achieve the overall project objectives to improve infrastructure, and superstructure it was considered important to train specialists of several levels to better understand the way an efficient port operates.

Project Description and Technical Components:

Visits to ports, attendance at training courses on port development, management and cargo handling.

Performance:

Several specialists of different levels during the project implementation have been trained, following training courses related to port development, management and cargo handling.

Issues and Recommendations:

Issues: None
Recommendations: None

Financial Details:

Original contract: US $ 130.000
Variation Order: None
Revised contract:: US $ 130.000

Explanatory Notes:

Time for individual training courses has not been shared proportionally.

EXECUTIVE REPORT	Project Title:	DURRES PORT PROJECT – CONSULTANT'S SERVICES, TECHNICAL ASSISTANCE – Procurement Advisor (II) (on going)	
Contract value:	US $ 182,500	**Total Disbursed:** US $ 143,352	**Reporting Period:** Up to September 2002

CONTRACT

Dates:	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	1 October 2001	365	1 November 2001	31 October 2002 revised to 10 November 2002	N/A	Tick
Actual:	1 October 2001	365	11 November 2001		N/A	☐ Under
Performance:						Under

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in US$)			***FOREIGN BUDGET (in US$)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in '000 of US$)*								
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	1999		2000		2001		2002	
Investment				Loan				1	2	1	2	1	2	1	2
VAT			IDA/OPEC	Credit	182,500	143,352	**Budgeted**								
Other taxes				Grant			**Disbursed**						19	79	45
Expropriation							**Performance**								
Total				Total	182,500	143,352									

BRIEF PROJECT OBJECTIVES

Technical assistance to the PIU.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: Louis Berger Group Contact person: E G Woodbridge Phone: 257797	Technical assistance, financial monitoring and preparation of reports, development and preparation of Terms of Reference and Contract Documents

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)

Issues	Recommended Actions
The contract ends up on 10 November 2002.	An extension of contract is needed.

PERFORMANCE INDICATORS 2002

Period	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Work	10%	20%	29%	39%	44%	53%	61%	71%	79%			

Financial	10%	20%	29%	39%	44%	53%	61%	71%	79%			
Time	17%	25%	33%	425	50%	58%	67%	75%	83%			

Printed on: 26 October 2002 **Source:** PIU Durres Port Project **Contact person:** Sokol Kikino

EXECUTIVE REPORT	**Project Title:** DURRES PORT PROJECT – Consultant's Services, Technical Assistance – Procurement Advisor (II) (on going)

DETAILED EXPLANATIONS

Project Background:

Technical Assistance is needed for special intervention areas in Durres port project, especially those related to civil works components.

Project Description and Technical Components:

Technical assistance, financial monitoring and preparation of reports, development and preparation of Terms of Reference and Contract Documents.

Performance:

Mr. Woodbridge is working in compliance with Terms of Reference of this contract. He prepares 3 monthly reports for performance of the port of Durres authority.

Issues and Recommendations:

Issues: The contract ends up on 10th November 2002.
Recommendations: An extension of contract is needed.

Financial Details:

Original contract: US $ 182,500
Variation Order: None
Revised contract:: US $ 182,500

Explanatory Notes:

EXECUTIVE REPORT	Project Title:	DURRES PORT PROJECT – CIVIL WORKS – Rehabilitation of Quays (on going)			
Contract value:	Leke 1,513,172,700 revised to Leke 1,688,751,690	**Total Disbursed:**	Leke 961,345,200	**Reporting Period:**	Up to September 2002

CONTRACT						
Dates:	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	January 2000	24 months revised to 29 months	February 2000	26 June 2002 revised to 16 November 2002	26 June 2003 revised to 16 November 2003	T
Actual:	14 July 2000		25 July 2000			Under
Performance:						Under

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in '000 of Leke)			***FOREIGN BUDGET (in Leke)***			
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed
Investment	106,938	55,660.2	OPEC	Loan	685,500,000	391,968,900
VAT	17,823	9,277.1	IDA	Credit	989,862,000	596,376,300
Other taxes				Grant		
Expropriation						
Total	124,761	64,939.7		Total	1,688,751,690	961,345,200

FOREIGN BUDGET VERSUS DISBURSEMENTS (in '000 of Leke)

YEAR	1999		2000		2001		2002	
	1	2	1	2	1	2	1	2
Budgeted								
Disbursed				253,361	215,521	272,692	118,866	162,738
Performance								

BRIEF PROJECT OBJECTIVES

Rehabilitation of Quays No. 3, 4, 5 and 6, West Breakwater, and lighting system**.**

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: Mohammed A Al-Kharafi & Sons Contact person: Mohsen Kamel. Phone: +965 481 3622 Supervisor: DANPORT Contact person: Ole Juul Jensen, Phone: +45 45 87 40 10	Rehabilitation of West breakwater including provision of wave wall and windbreak, geotechnical investigations and rehabilitation/reconstruction of Quays No 3, 4, 5 and 6. Provision of high mast lighting.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
None	None

PERFORMANCE INDICATORS (2002)

Period	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Work	55%	60%	65%	66%	70%	75%	80%	85%	87%			

	Financial	50%	50%	55%	55%	60%	60%	65%	65%	70%			
	Time	60%	64%	68%	72%	76%	80%	84%	88%	92%			

Printed on: 26 October 2002	**Source:** PIU Durres Port Project	**Contact person:** Sokol Kikino

EXECUTIVE REPORT	**Project Title:** DURRES PORT PROJECT – CIVIL WORKS – Rehabilitation of Quays (on going)

DETAILED EXPLANATIONS

Project Background:

The work foreseen are the main rehabilitation and strengthening works required to enable port of Durres to cope with the respective traffic in terms of volume and safety standards.

Project Description and Technical Components:

The works involves the following:

- rehabilitation of the western breakwater;
- repair of quays and the demolition and reconstruction of additional two quays;
- installation of fenders and bollards;
- rehabilitation of existing yards pavement in the rear of three quays, and the access road to one quay; and
- procurement of lighting system for the new roads and yards.

Performance:

Quay 6, 270 lm long completed.
Lighting system completed.
Installation of fenders, bollards and partial transition paved ramps completed.
550 lm of wind and wave wall on the breakwater completed.
Electrical substation completed.
Quay 5 completed 180 lm out of the total 240 lm.

General Performance:

There have been several problems mainly related to bad design as well as physical obstructions on site. These problems have been resolved and work is expected to be completed by the end of November 2002. (15 days after the revised completion date)

Issues and Recommendations:

Issues: None
Recommendations: None

Financial Details:

Original contract:	Leke 1,513,172,700
Variation Order No.1:	Remove item Excavation, haul and dump iron ore. Decreasing the project cost with value Leke 1,103,715. The material was removed by PDA when the contract started.
Variation Order No.2:	Delete road from Quay 8 to port parameter road decreasing the project cost with a value of Leke 15, 020,447. The works were deleted since this was in conflict with Ferry Terminal Development.
Variation Order No.3:	Lighting system to Access Road to Quay 8 and substitute by 3 coming Variation Orders this decreased the project cost with value Leke 23,731,744. This was changed to cover relocated lighting at Quay 4, change to this vast lighting at Quays 5 and 6 also at the construction of substation (KT2). (KT2 is the name of substation).
Variation Order No.4:	Lighting system at Quay 4 increasing the project cost with value Leke 10,901,585. At the request of PDA the location of high masts, have been relocated as shown on respective drawings.
Variation Order No.5:	Lighting system at Quay5 and 6 increasing the project cost with value Leke 10,427,533. At the request of PDA, the hot-galvanized steel has to be replaced by high masts.
Variation Order No.6:	Construction of substation KT2 increased the project cost with value Leke 3,494,645.This will serve the lighting at the area behind quays 6 and 7.
Variation Order No.7:	Construct a concrete footing for installation of Beacon Tower increasing the project cost with value Leke 132,722.The quotity to contract the concrete footing was morethan this include in bill of quantities
Variation Order No.8:	Revised windscreen details increased the project cost with value Leke 891,913. Due to the original designer forgetting to allow for those.
Variation Order No.9:	Foundation to Western breakwater wave wall-interconnecting panel increasing the project cost with value Leke 1,380,902. Due to the original designer forgetting to allow for those.
Variation Order No.10:	Preparation of design details for a two phases casting of beam 1 increased the project cost with value Leke 2,742,000.
Variation Order No.11:	Omit slope protection works to the Western breakwater decreasing the project cost with value Leke1, 324,458.
Variation Order No.12:	Omission of works related to the refurbishment of existing concrete break water foundations this decreased the project cost with value Leke 88,377,438.
Variation Order No.13:	Split existing concrete blocks at western breakwater and place it in sea, this decreased the project cost with value Leke5, 904,876.

Variation Order No.14:	Add items split existing concrete blocks and haul to disposal site that increased the project cost with value Leke2, 225,992.
Variation Order No.15 &16:	Under measure in BoQ for pre-cast water front beams increased the project cost with value Leke 1,654,500 & Leke 1,500,346.
Variation Order No.17:	Procure 15 No additional fenders for quays 5 & 6 increased the project cost with value Leke 24,833,589.
Variation Order No.18:	Construction of a sheet pile cut of wall and new service trench to the landward of away 5 & 6 increased the project cost with value Leke 253,617,445.
Revised contract:	Leke 1,688,751,690
Explanations:	Because of the variation orders to contractor was granted a time extension up to 16th of November 2002. The total amount budgeted from the donor for this project is Leke 1,782,300,000. Even though the Variation Orders increased the project value still the amount of the project is within the budgeted figures.

Explanatory Notes:

The payment does not reflect the real physical work on site, because the interim payment certificates for August and September 2002 (value approx. Leke 205,650,000) iare under evaluation. The payment for these two certificates is not been executed up to the reporting period.

EXECUTIVE REPORT	Project Title:	Rehabilitation of Durres Ferry Terminal Quay (on going)		
Contract value:	€ 1,830,000 revised € 4,545,704	**Total Disbursed:**	€ 4,130,103	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:		15 months revised to 45.7 months		3 February 2000 revised to 31 July 2002	2 February 2001 revised to 30 July 2003	Tick as appropriate
Actual:	5 September 1998		3 November 1998			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS																
DOMESTIC BUDGET (in 000 Leke)			***FOREIGN BUDGET(in €)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of €)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	1999		2000		2001		2002		
Investment				Loan			**Semester**	1	2	1	2	1	2	1	2
VAT				Credit			**Budgeted**								
Other taxes			PHARE	Grant	4,545,704	4,130,103	**Disbursed**	823.7	409.0	204.2	475.5	639.2	679.2	582.1	135.8
Expropriation							**Performance**								
Total				Total											

BRIEF PROJECT OBJECTIVES

Wreckage removal and construction of new quay for ferry terminal.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: COSMAR S.r.l., Italy
Consultant: COWI, Denmark
Contact person: Preben Juul Mikkelsen
Phone: 00 322 511 23 83

Original works for 180m length of quay, was initially reduced to 85 m with revised design considerations (designed Phase 1a) to remain within the original budget for the contract. Following the approval of the additional funding from the EU the remaining 95m was included in an addendum.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
1. The project completion time has expired. 2. Due to the changes in the drawings of quay 1a, there are 230 ton of forearm construction irons for pilots, for which the employer will follow the selling procedures. 3. Delays in disbursement of oil petroleum, bitumen, purchase, etc.	1. The employer is assessing penalty against contractor for non-compliance with project schedule. 2. The employer will use the incomes for additional works in the project. 3. Ministry of Finance should take the measures for tax reimbursement from oil petroleum, bitumen, purchase, etc.

PERFORMANCE INDICATORS

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	82 %	85 %	87 %	89 %	93 %	96 %	97 %	98 %	98 %			
	Financial	80 %	80 %	84 %	84 %	88 %	92 %	96 %	96 %	96 %			
	Time	87 %	89 %	91 %	94 %	96 %	98 %	100 %	102 %	104 %			

Printed on: October 25, 2002	**Source:**	EU/PHARE; Ministry of Transport and Telecommunications; Contract between the Ministry of Public Works and Transport and the Durres Port Authorities	**Contact person:**	Vasil Mtre

EXECUTIVE REPORT	Project Title:	Rehabilitation of Durres Ferry Terminal Quay (on going)

DETAILED EXPLANATIONS

Project Background:

The Port of Durres is located on the Adriatic coast, some 40 km west of the capital, Tirana. The existing port comprises some 2000 lm of quays. Long-term development of the port includes for provision of a multi-modal container facility and a roll-on/roll-of ferry terminal as well as improvements to the existing general, break-bulk and bulk cargo handling facilities. The overall responsibility for the execution of the project will be the Ministry of Transport and Telecommunication (MoTT), represented by the Program Authorizing Officer (PAO), called the "Employer" acting on behalf of the Government of Albania through the Durres Port Project Management Unit (PMU) in the MoTT.

Project Description and Technical Components:

Based on the supervisor's recommendations and discussions with the executive agency, an agreement was achieved on the Scope of Work, which comprises a quay 180m long.
This is divided into two phases:
The First Phase 1a, (completion of 84.6 m of quay and 38 m of the Ferry Terminals with a value of € 2,966,000) includes as following:

1. Top layer concrete on quay;
2. Expansion joints on quay;
3. Joints in the concrete slabs on the top of quay;
4. Retaining structure and storm bollard;
5. Sounding of sea bed in front of Phase 1a quay;

Second Phase 1b, (completion of the remained 95.4m from the quay and this parts jetty with a value of € 1,579,704) includes as following:

6. Temporary wall surrounding the Phase 1b site;
7. Reinforcement cages and casting of anchor blocks;
8. Sounding of sea bed for dredging in front of Phase 1b quay;
9. Surveying and clearing of the seabed in the sheet pile line;
10. Importation of sheets-piles;
11. Sheet-pilling works;
12. Demolition of existing quay;
13. Demolition of concrete pavement in the yard;
14. Steel pipe in the sheet pile wall and storm water drain;
15. Removing blocks from behind the quay;
16. Excavation in terminal yard;
17. Backfilling with gravel;
18. Tie road installation;
19. Preparation of reinforcement;
20. Manholes;
21. Dowels for concrete slabs;
22. Dragging and scour protection;
23. Sub-base;
24. Side-capping beam;
25. Front capping beam;
26. Cement treated base;
27. Construction of concrete pavement slabs;
28. Storm bollards;

Performance:

Up to September 2002:

ii. The First Phase 1a, completion of 84.6 m of quay and 38 m of the Ferry Terminals:

1. Top layer concrete on quay completed;
2. Expansion joints on quay completed;
3. Joints in the concrete slabs on top of quay in progress;
4. Retaining structure and storm bollard in progress;
5. Sounding of sea bed in front of Phase 1a quay in progress;

iii. Second Phase 1b, completion of the remained 95.4m from the quay and this parts jetty:;

1. Temporary wall surrounding the Phase 1b site completed;
2. Reinforcement cages and casting of anchor blocks completed;
3. Sounding of sea bed for dredging in front of Phase 1b quay completed;
4. Surveying and clearing of the seabed in the sheet pile line completed;
5. Importation of sheets-piles completed;
6. Sheet-pilling works completed
7. Demolition of existing quay completed
8. Demolition of concrete pavement in the yard completed
9. Steel pipe in the sheet pile wall and storm water drain in progress;

10. Removing blocks from behind the quay completed
11. Excavation in terminal yard in progress;
12. Backfilling with gravel in progress;
13. Placing of anchor blocks completed;
14. Tie road installation in progress;
15. Preparation of reinforcement in progress;
16. Electrical manholes in progress;
17. Dowels for concrete slabs completed;
18. Dragging and scour protection completed;
19. Sub-base in progress;
20. Side-capping beam in progress;
21. Front capping beam in progress;
22. Cement treated base in progress;
23. Construction of concrete pavement slabs in progress;
24. Storm bollards in progress;

Issues and Recommendations:

Issues:	The project completion time has expired.
Recommendations:	The employer is assessing penalty against contractor for non-compliance with project schedule.
Issues:	Due to the changes in the drawings of quay 1a, there are 230 ton of forearm construction irons for pilots, for which the employer will follow the selling procedures.
Recommendations:	The employer will use the incomes for additional works in the project.
Issues:	Ministry of Finance should take the measures for tax reimbursement from oil petroleum, bitumen, purchase, etc.
Recommendations:	Ministry of Finance should take the measures for tax reimbursement from oil petroleum and bitumen etc. purchases.

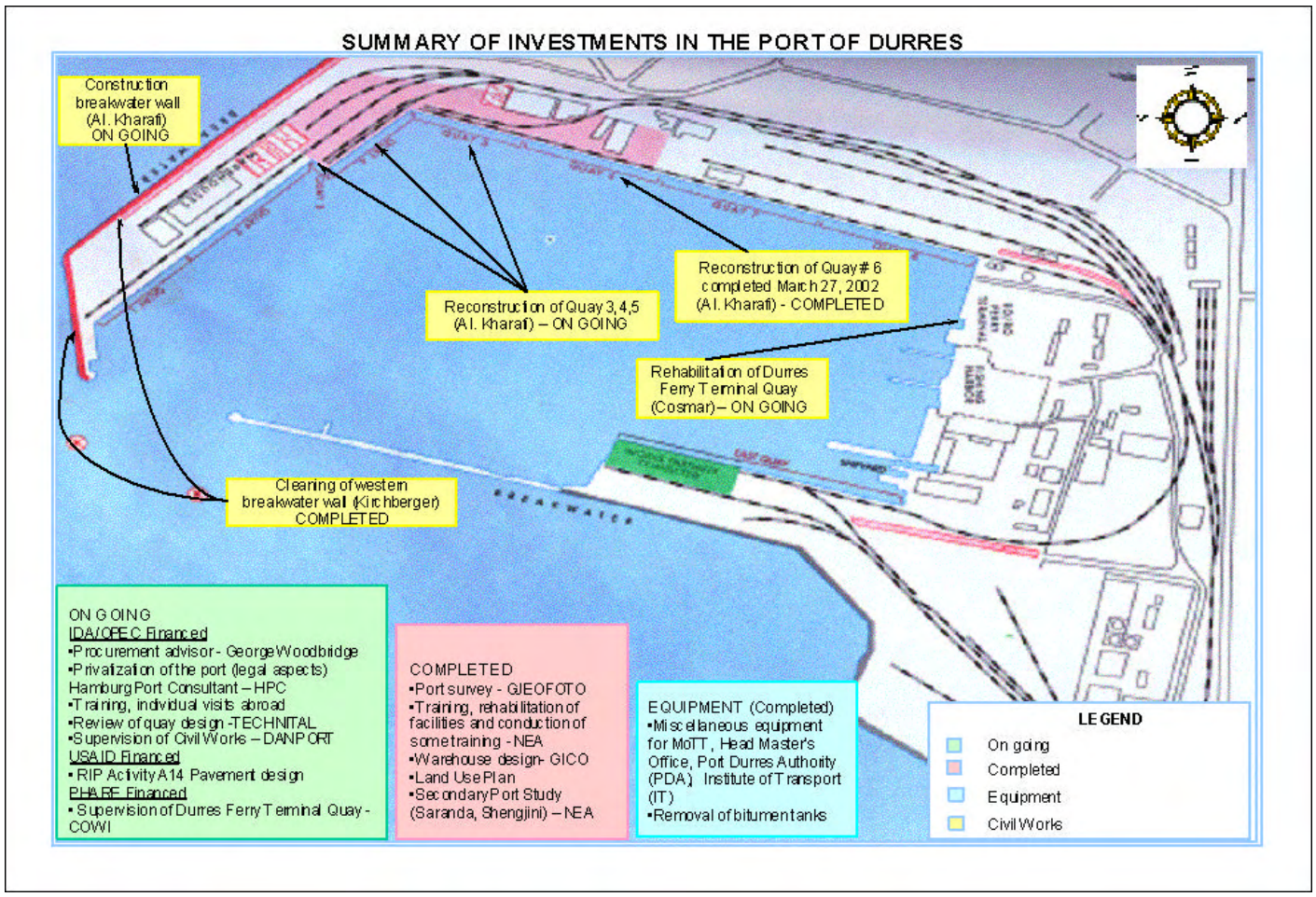
Financial Details:

Original contract:	€ 1,830,000,
Addendum No.1	approved on 3rd of July 2000 with a value of € 442,852 due to the changes at the quay's pillar, after soil investigations and designing of the slope protection. Approved time extension up to 31st of July 2002.
Addendum No.2	approved on January 2001 with a value of € 2,272,852, in order to complete the Phase 1b of 95.4 m sheet pile quay.
Revised contract:	€ 4,545,704
Explanations:	The interim payment certificates for August and September 2002 is under evaluation.

Explanatory Notes:

According to the contract, the project handing over cannot take place before 365 calendar days, after the completion of the Project.

Figure 7


SUMMARY OF INVESTMENTS IN THE PORT OF DURRES
Construction breakwater wall (Al. Kharafi) ON GOING
Reconstruction of Quay 3,4,5 (Al. Kharafi) – ON GOING
Reconstruction of Quay # 6 completed March 27, 2002 (Al. Kharafi) - COMPLETED
Rehabilitation of Durres Ferry Terminal Quay (Cosmar) – ON GOING
Cleaning of western breakwater wall (Kirchberger) COMPLETED
ON GOING
IDA/OPEC Financed
•Procurement advisor - George Woodbridge
•Privatization of the port (legal aspects) Hamburg Port Consultant – HPC
•Training, individual visits abroad
•Review of quay design -TECHNITAL
•Supervision of Civil Works – DANPORT
USAID Financed
• RIP Activity A14 Pavement design
PHARE Financed
• Supervision of Durres Ferry Terminal Quay - COWI
COMPLETED
•Port survey - GIEOFOTO
•Training, rehabilitation of facilities and conduction of some training - NEA
•Warehouse design- GICO
•Land Use Plan
•Secondary Port Study (Saranda, Shengjini) – NEA
EQUIPMENT (Completed)
•Miscellaneous equipment for MoTT, Head Master's Office, Port Durres Authority (PDA), Institute of Transport (IT)
•Removal of bitumen tanks
LEGEND
On going
Completed
Equipment
Civil Works

EXECUTIVE REPORT	Project Title:	Rural Water Supply (on going)			
Contract value *:	ISD 4,800,000	**Total Disbursed:**	ISD 1,690,614	**Reporting Period:**	Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:		20 months revised to 21 months	2 May, 2001	December31, 2002 revised to January 31, 2003	December 25, 2003 revised to January 25, 2004	Tick as appropriate
Actual:	25 April 2001		2 May, 2001			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS																
DOMESTIC BUDGET (in 000 Leke)			***FOREIGN BUDGET(in ISD)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of ISD)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	Up to 2001		2002		2003		2003	
Investment	115,640	28.300	Islamic Bank	Loan	4,800,000	1,690,614	**Semester**	1	2	1	2	1	2	1	2
VAT	165,200	13. 660		Credit			**Budgeted**								
Other taxes	40,000			Grant			**Disbursed**	126.1	65.2	1 .499.3					
Expropriation							**Performance**								
Total	320,840	41.960		Total	4,800,000	1,690,614									

BRIEF PROJECT OBJECTIVES	
This project's objective is to provide water to villages in northern Albania, in the District of Malesi e Madhe, Mirdite and Mat.	
BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS	
Contractor: NEME KIMYA, Istanbul Supervisor: SEYAS. Contact Person: Xhorxhi Buçka Phone 068 20 31 495	This project includes supply with steel water tubes, special spare parts, engineer consultancy, and 80% of the civil works. Whiles, 20% of the civil works, VAT and other taxes will be covered by the Albanian state budget.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
1. The project is delayed due to unsatisfactory performances by the contractor on the work plan implementation.	PIU and supervisor must follow step by step the contractor activities and urge him to resolve the issues.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	15 %	15 %	18 %	23 %	25 %	26 %	28 %	30 %	37 %			
	Financial	4 %	12 %	19 %	25 %	30 %	35 %	35 %	35 %	35 %			
	Time	43 %	48 %	52 %	57 %	62 %	67 %	72 %	76 %	81%			

Printed on: October 11, 2002	**Source:**	Monitoring Directorate, Ministry of Territorial Adjustment and Tourism	**Contact person:**	Sadetin Limani

EXECUTIVE REPORT	Project Title:	Rural Water Supply (on going)

DETAILED EXPLANATIONS

Project Background:

The Project covers villages in the northern districts as Malesi e Madhe, Mirdite, and Mat.
- BAJZA (and the villages around) located in north side of the country, near border with Monte Negro border. The existing water supply network is totally out of function. The project will receive water from natural spring.
- Klos (and the villages around) located in the center of Albania (50 km away from Tirana) has mountainous topography (400m to 1150 m above the sea level). The project will receive water from Guri I Bardhe.
- RRESHEN located in north of Albania 90 km away from Tirana. The project will cover 10 villages. The project will receive water from Bargjana,

Project Description and Technical Components

BAJZA

Bajza Water Supply Sysytem will cover 9 villages, with 90 lit/sec. A main water pipe 3 km long and 500 mm of diameter will be used to sent water down to the pressure tank (Rijoll). This is going to be a new construction of water tank. The new pipes (28 km) will be lay down from Rijolli, including valves, reservoir also the pressure tank in Gradec, and Pjetroshan. There will be 5 reservoirs and 4 delivery tanks..

RRESHENI

Rresheni Water Supply System will cover 10 villages. The construction of the water source will be at Bargjana village. The water supply network (18 km) will continue down, where the water will be distributed through 11 reservoirs and free fall.
The total length of steel pipes for this zone is approximately 61.400 m.

KLOSI

The main water pipes start from the source at Guri I Bardhe, where is going to start the construction of a new building, and a chlorination tank. The total length of pipes is nearly 33,200 m. the system includes 14 reservoirs together with the delivery tanks.

Performance:

The "Respite time" from June 15 up to July 31 given to the Contractor has finished successfully. He won the possibility to complete the project in the end of January 2003. The contractor accepted to pay at the moment a sum of US$ 62.000 penalty, which represents 35 % of the total value of the penalty.
The indicators at the end of September 2002 are negatives: the contractor has spend 81 % of the time, 35 % of the total cost of the project, and has realized 37 % of the works.
According to the contractor's work schedule the project is to be completed by the end of January 2003, the penalty will increase up to US$ 590,000. From this amount 60 % will be used for the payment of Supervisor and PIU (Project Management Unit) and 40 % will be proposed to be given back to the contractor. The contractor was committed to complete the project on January 31, 2003 by increasing the number of worker, working 7 days per week, prolonging the working time, and working in all project components at the same time. According the supervisor and PIU experience is impossible for the contractor to complete the project in the declaring date.

Issues and Recommendations:

Issues:	Due to unsatisfactory performances by the contractor on the work plan implementation the project is delayed.
Recommendations:	PIU and supervisor must follow step by step the contractor activities and help him to resolve the issues.

Financial Details:

Original contract:	ISD 4,800,000
Variation Orders:	None
Explanations:	The contractor has paid US$ 62,000 of penalty.

Explanatory Notes:

***** the domestic budget is not included in the cost of the Project, because the VAT and Custom taxes are not a contribution to the project (those amounts are returned to the Albanian state), the water temporary easements do not represent significant amounts, and for the water projects expropriations are temporary. The project handing over cannot take place before 365 calendar days, after the completion of the project.

EXECUTIVE REPORT	Project Title:	Water supply and Sewerage of Kruja (completed)		
Contract value *:	€ 6,631,560	**Total Disbursed:**	**€ 6,631,560**	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	March 26, 1998	48 months	June 15, 1998	March 1, 2002 revised to	February 26, 2003	Tick as appropriate
Actual:	March 26, 1998		August 1, 1999	June 30, 2002	June 30, 2003	v Under
Performance:						Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 Leke)			***FOREIGN BUDGET (Ins €)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in € 000)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	Up to 2000		2000		2001		2002	
Investment			KfW	Loan	1,105,260	1,105,260	**Semester**	1	2	1	2	1	2	1	2
VAT	98,256.2	94,583.2		Credit			**Budgeted**								
Other taxes	81,670.3	81,670.3	KfW	Grant	5,526,300	5,526,300	**Disbursed**		684.7	490,8	657.1	1,300	1,700.8	2,388.7	265.3
Expropriation	62,000.0	58,692.0					**Performance**								
Total	241,926,4	234,945.5		Total	6,631,560	6,631,560									

BRIEF PROJECT OBJECTIVES

To provide continuous and clean water supply (24 hours) for Kruja; and reduce the pollution of underground water caused by uncontrolled flow of wastewater. Improve the drainage of storm water and discharges of wastewater.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: Several Contractors (see the second page) Supervisor: RODECO GmbH 068 20 37 941	These project components include improvements in water and sewage system of Kruja, and technical assistance support to water/sewerage enterprise of Kruja.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)

Issues	Recommended Actions
1. The disbursement of VAT by Ministry of Finance is lower than the real value; Leke 3,763,002 are expected to be disbursed. 2. Some of the landowners haven't submitted the documents of expropriation yet.	1.Collaboration between Programming Directorate (in the Ministry of Territoril Adjustment and Tourism) and Ministry of Finance to resolve the VAT issue. 2. Collaboration with local government as well as with Programming and Budget Directorate in the Ministry of Territorial Adjustment and Tourism to solve expropriation issues

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	92 %	95 %	97 %	98 %	99 %	100 %						
	Financial	82 %	86 %	90 %	92 %	94 %	96 %	98 %	100 %				
	Time	90 %	92 %	94 %	96 %	98 %	100 %						

Printed on: October 11, 2002	**Source:**	Monitoring Directorate, Ministry of Territorial Adjustment and Tourism	**Contact person:**	Sadetin Limani

EXECUTIVE REPORT	Project Title: Water supply and Sewerage of Kruja (completed)

DETAILED EXPLANATIONS

Project Background:

Kruja (Population 14,000 inhabitants) is located on a rocky mountain ranging between 375 and 625 m above sea level. The public water supply system was constructed in 1968, providing water from two sources, located at a 10 km distance. Despite the abundant water sources, the city water demand has never been fulfilled. The water losses are estimated at approx. 70 % of the production despite restricted water supply (between 1 to 4 hours per day).
The public sewerage system consists of a separate sewerage network, which is 25-30 years old and does not have treatment facilities. The untreated waste waters are pour out at Zidolli River, flowing toward Fushe - Kruja wells field, which is the main water resource for Durres supply. At present, approx. 80 % of the population is connected to the worn and inadequately engineered sewerage network. Dorsch/Gitec prepares a master plan and a feasibility study in 1995 - 1997.

Project Description and Technical Components:

Lot 1.
Water supply includes: reinstatement of spring water intakes 2 units; renewal of 4,3 km transport lines (DN 65-150, DCI); rehabilitation and extensions of water reservoirs 1600 m^3; construction of chlorination plant 1 unit; replacement of 20.9 km of distribution tubes (DN 65-250DCI); replacement of 1,100 service connections: installation of 1300 connections for the private houses and 900 connections for the flats.
Sewerage includes: Laying of the main tubes in 6.5 km (DN 200-500); laying of secondary tubes for 13.2 km (DN 200); placement of 800 regular and drop manholes; establishment of 950 house connections.
Technical Assistance includes: assistance in the overall project management during project implementation; assistance in commercial and management operations; advice on the administrative restructuring of Water Enterprise; awareness campaign; and advice on the adjustment of the regulatory framework.

Performance:

Water supply:

Spring water:	2 units, completed
Transport lines:	4,3 km. are completed
Water reservoirs:	rehabilitation and extension of a capacity up to 1600 m^3, completed
Chlorination plant:	1 unit, is completed.
Distribution tubes:	20.9 km. are completed
W/S Ent. building:	completed and the other offices (W/S Ent. – water and sewerage enterprise building)
Water meters:	installation of 1300 connections for the private houses and 900 connections for the flats, completed.

Sewerage:

Main tubes:	6.5 km completed
Secondary tubes:	13.2 km completed
Manholes:	placement of 800 units and repair the existing manholes completed
Tech Assistance:	completed

General Performance:

The project was 96 % complete on March 30, 2002. After the testing it was verified a lower pressure than expected in the two water supply lines. This required repair works which were occurred within the original budget. The works for the entire project ended on June 30, 2002.

Issues and recommendations:

Issues:	The disbursement of VAT by Ministry of Finance is lower than the real value. Leke 3,763,002 are expected to be disbursed.
Recommendations:	Collaboration between Programming Directorate (in the Ministry of Territory Adjustment and Tourism) and Ministry of Finance to resolve the VAT issue.
Issues:	Some of the landowners haven't submitted the documents for the expropriation yet.
Recommendations:	Collaboration with local government as well as with Programming and Budget Directorate in the Ministry of Territorial Adjustment and Tourism to solve expropriation issues

Financial Details:

Original contract:	€ 6,631,560
Variation Order:	None
Revisions:	None
Explanations:	During the contract implementation the employer intervened for some changes of the project. The contractors agreed to make those changes without additional cost.

Explanatory Notes:

***** the domestic budget is not included in the cost of the Project, because the VAT and Custom taxes are not a contribution to the project (those amounts are returned to the Albanian state), the water temporary easements do not represent significant amounts, and for the water projects most of the expropriations are temporary. The project handing over cannot be before 365 calendar days, after the completion of the project.

The contractors of this project were: "Derveni Eka" Shpk, "Llogo-ja" Shpk, "Tekno-Mont" Shpk, "MTI", "Kastrati" Shpk, "Ndertuesi" Shpk, "Skenderbeu" Shpk, "Elsidi" Shpk

The completion date of the project has bas been postponed with an agreement between the employer and the contractors for repair works without additional costs.

EXECUTIVE REPORT	Project Title:	Emergency Intervention in Tirana Hydro Network (on going)		
Contract value *:	LIT 6,800,000,000	**Total Disbursed:**	LIT 5,192,783,807	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:		37 months	November 10, 2000	December 10, 2001 revised to December 31, 2003	December 9, 2002 revised to December 30, 2004	Tick as appropriate
Actual:	May 2000		November 10, 2000			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS																
DOMESTIC BUDGET (in 000 Leke)			***FOREIGN BUDGET (in LIT 000)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000,000 LIT)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2000		2001		2002		2003	
Investment			Italian	Loan	6,800,000	5,192,783,8	**Semester**	1	2	1	2	1	2	1	2
VAT	90,000	59,341		Credit			**Budgeted**								
Other taxes	13,000	8,375.6		Grant			**Disbursed**		680		4,300	212.7			
Expropriation							**Performance**								
Total	103,000	67,716.7		Total	6,800,000	5,192,783,8									

BRIEF PROJECT OBJECTIVES

The improvement network distribution is an emergency for the city Water-Sewerage enterprise. The idea was to improve the performance of water-tanks, water taps, and substitution of some problematical water supply lines. It was also thought to put water-meters is some areas of Tirana. Big issues are the water supply and sewerage systems in Lapraka area (the wastewater overflowing) and in Kodra Priftit area. Reconstruction of first floor building of the W/S Enterprise and supply with chemicals products for Bovilla Plant. Training of personnel for the new equipments.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor : Falcione S.r.l. Contact person: Giusepe Parzialle. Phone 256 472 Supervisor: Tirana Acque Contact person Petrit Koçi. Phone 068 2135 399	The project is divided in 4 sub-components. a. Sewerage System 2,628,570,000 LIT. b. Drinking water Sector 3,633,575,720 LIT c. Building rehabilitation 517,845,280 LIT. d. Technical Assistance 20,000,000 LIT

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
1. Not define the completion date of the works by Tirana municipality for the cleaning up of the rubbles of the illegal construction over the Lana river slops. 2. Deliver the Project Design, for Lana River.	1. Coordinate the work with Tirana Municipality for the construction of river concrete slops (from the Tec School to Irfan Tomini Street). 2. Coordinate the work with Tirana Municipality for the hand over the project and repair the possible remarks.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	62 %	65 %	68 %	71 %	74 %	74 %	74 %	74 %	74 %			
	Financial	60 %	60 %	60 %	60 %	73 %	73 %	73 %	73 %	73 %			
	Time	38 %	41 %	43 %	46 %	49 %	51 %	54 %	57 %	60 %			

Printed on: October 12, 2002 **Source:** Monitoring Directorate, Ministry of Territorial Adjustment and Tourism **Contact person:** Sadetin Limani

EXECUTIVE REPORT	**Project Title:** Emergency Intervention in Tirana Hydro Network (on going)

DETAILED EXPLANATIONS

Project Background:

The existing situation of the water supply in Tirana is in dire conditions. The last ten years demographic sprawl has tripled its population increasing the number of users, while has been little maintenance or not investments at all for its upgrade. There is not sewerage system for the rural areas. Some villages have independent water supply administrated by local government. While some villages between Tirana and Durres are supplied with water from Durres. Population is about 650 000, out of which 500 000 in the city and 150 000 in villages around. There are widespread illegal connections with the main water and sewerage pipes.

Project Description and Technical Components:

The project is divided in 4 sub-components.

- Sewerage System 2,628,570,000 LIT. Network of Lapraka neighborhood. Supply with equipments.
- Drinking water Sector 3,633,575,720 LIT. Replace the pipe in Qemal Stafa Street with a new line(Dn 500, Dn 400), the street close to "Qemal Stafa" stadium, and Lek Dukagjini Street. Rehabilitation of Lapraka area. Installation of water-meters. Replace of water-taps in Lapraka area and Lek Dukagjini Street,
- Building rehabilitation 517,845,280 LIT.
- Supply with chemicals for Bovilla Plant
- Technical Assistance: 20,000,000 LIT

Performance:

Sewerage system:

Network of Lapraka neighborhood is completed,
The supply with equipments is in progress

Water Sector:

Completed the replacement with new pipes (Dn 500 and Dn 400) at Qemal Stafa Sreet
The street close to "Qemal Stafa" stadium, and Lek Dukagjini Street are completed
Rehabilitation of Lapraka neighborhood is completed.
Installation of water-meters foreseen in contract is completed.
Replacement of water-taps in Lapraka neighborhood and Lek Dukagjini Street, are completed. Replacement of taps in Kinostudio's reservoir in progress.
Replacement 5 % of the network taps in progress

Building rehabilitation:

The rehabilitation of Sha-Qytet Water/sewerage enterprise's building is completed the first floor of the building.
Supply with chemicals for Bovilla Plant is completed.

Technical Assistance: in progress

Issues and Recommendations:

Issues:	Not define the completion date of the works by Tirana municipality for the cleaning up of the rubbles of the illegal construction over the Lana river slops (which was not part of the original contract).
Recommendations:	Coordinate the work with Tirana Municipality for the construction of river concrete slops (from the Tec School to Irfan Tomini Street)
Issues:	Deliver the Project Design, for Lana River (which was not part of the original contract).
Recommendations:	Coordinate the work with Tirana Municipality for the hand over the project and repair the possible remarks.

Financial Details:

Original contract:	LIT 6,800,000,000
Variation Order:	On June 25, 2002, 1 billion LIT has been reallocated for the construction of Lana river concrete slops (from the Tec School to Irfan Tomini Street), from the Sewerage System sub-component

Explanatory Notes:

- *the domestic budget is not included in the cost of the Project, because the VAT and Custom taxes are not a contribution to the project (those amounts are returned to the Albanian state), the water temporary easements do not represent significant amounts, and for the water projects most of expropriations are temporary. The project handing over cannot take place before 366 calendar days, after the completion of the project.
- The Project is delayed. As the completion date was plant December 10, 2001 postponed to April 10, 2002, revised with the addendum No 2, up to December 31, 2003.

EXECUTIVE REPORT	Project Title:	Saranda Water Supply and Sanitation Project (on going)	
Contract value *: € 3,828,128	**Total Disbursed:** € 1,496,499	**Reporting Period:** Up to September 2002	

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	June 18, 2001	18 months	August 13, 2001	February 12, 2003	February 11, 2004	Tick as appropriate
Actual:	July 27, 2001		August 13, 2001			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 Leke)			***FOREIGN BUDGET (in €)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of €)*								
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2001		2002		2003		2004	
Investment				Loan			**Semester**	1	2	1	2	1	2	1	2
VAT	84,218.8	249.4		Credit			**Budgeted**								
Other taxes			PHARE	Grant	3,828,128	1,496,499	**Disbursed**		382.8	1,113.7					
Expropriation	4,000.0						**Performance**								
Total	88,216.8	249.4		Total	3,828,128	1,496,499									

BRIEF PROJECT OBJECTIVES

Reduce the pollution of potable water, providing continuous disinfections of drinking water. Ensure compliance with European Union and World Health Organization drinking water standards. Provide water supply to the inhabitants of Saranda. Ensure a minimum pressure of 2 bars for each family. Reduce the pollution of underground waters. Provide a satisfactory wastewater collection system. Reduce the incidence of flooding within the city. Reduce maritime pollution at Saranda's bay. Promote development in the context of tourism.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor;SB Linz Contact person C. Hirsch. Phone: 00-43-70- 34 00 67 92 Consultant: Nicolas O'Dwyer & Rodeco Contact person: Gerd Weissgerber Phone: 0423 30 92	The project is divided in 9 Lots, which will be completed under one contract: Lot 1. - Vrioni Well field; Lot 2. - Chlorination and booster pumps at Qafe gjashta reservoir complex; Lot 3. - Distribution network; Lot 4. - Main collector; Lot 5. - Sewerage pumping station; Lot 6. - Koder Sewers;Lot 7. - Interception to Cuka channel; Lot 8. - Rehabilitation of sewers and manholes; Lot 9. - Sewer cleaning program.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)

Issues	Recommended Actions
1. Illegal constructions over the sewage line.	1. Ask the Saranda Municipality to remove the illegal constructions that are located over the sewage line.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	16 %	18 %	20 %	22 %	24 %	26 %	28 %	30 %	32 %			
	Financial	14 %	14 %	14 %	19 %	19 %	39 %	39 %	39 %	39 %			
	Time	34 %	39 %	44 %	49 %	55 %	59 %	65 %	71 %	76 %			

Printed on: October 11, 2002	**Source:** Monitoring Directorate, Ministry of Territorial Adjustment and Tourism	**Contact person:**	Sadetin Limani

EXECUTIVE REPORT	**Project Title:** Saranda Water Supply and Sanitation Project (on going)

Project Background:

Saranda (1996 Population 23,000) is located in the Southern part of Albania with a great potential for tourism. Water is supplied by two sources and has a good quality. The water supply system is over 40 years old. The water supply system was rehabilitated during the last years, but works have not been of a good quality, thus currently there are lots of water losses and the water capacity is not sufficient. The city and its sanitation is a problem. The further city's extension will increase water demand, which will create an even more critical situation. The same situation is with sewerage, which was constructed in 1944. Initially the sewerage system was separated, but now in many places it joins the raining waters. The main collectors have a small capacity. Currently Water Sewerage Enterprise is responsible for water and sewerage system.

Project Description and Technical Components:

The project is divided in 9 Lots, which will be completed under one contract:

Lot 1. - Vrioni Well field
Lot 2. - Chlorination and booster pumps at Qafe gjashta reservoir complex.
Lot 3. - Distribution network.
Lot 4. - Main collector.
Lot 5. - Sewerage pumping station.
Lot 6. - Koder Sewers.
Lot 7. - Interception to Cuka channel.
Lot 8. - Rehabilitation of sewers and manholes.
Lot 9. - Sewer cleaning program

Performance:

Lot 1. – Continual problems have occurred with the main in-comer trip switches to the control panels, at Vrioni pump station, and these were burnt out on th September 8th, 2002, again on September 28th, 2002. The contractor has mobilized specialists from Austria to make the repairs.

Lot 2. – Installation of the chlorination equipment at chlorination building is on going. The electrical installations are not complete, and the contractor is slow in competing the installation of Gjashta booster pumps. The completion of Gjashta chlorination complex is 5 months late.

Lot 3. – The equipment for the pump station arrived at site on September 25th 2002, and the contractor has been urged the sub-contractors to complete this section. The contractor has still to lay the water pipes into the building, install saddles onto the pressure line, and complete a test before the pumps can be installed.

Lot 4. – The contractor does not have the resources to start at this section with the current on-going works at Lots 5, 6, and 7.

Lot 5. – Surface Water Drainage of this area will need to be studied as the site is on ab old river course which collects the back residential areas to the site, and the old water course under the bridge is now blocked off by buildings on the Promenade.

Lot 6. – Pipe laying on Koder West was completed at the end of September 2002. Pipe laying on Koder East started on 10th September 2002. At the end of September 2002, only 69 lm had been laid, and re-fill had not started.

Lot 7. – the 420 lm long section from C38a - the existing old discharge into Cuka channel – to Interception to Cuka channel – to point C33 on the coast road was tested successfully on September 20th, 2002. Excavation works has progressed from point C33 to point 115 (C23) near the old government hotel complex, a total length of 1020 lm.

Lot 8. – The report for the server survey indicates damages to the majority of the old concrete sewers, all butt jointed, a recommendation will be given to the client during October 2002. Unfortunately the tender's bill of quantities only indicates a total of 90 lm to be repaired from a surveyed length of 900 lm.

Lot 9. – The sewer cleaning program is fully complete, including the payment.

Issues and Recommendations:

Issues: Illegal constructions over the sewage line.
Recommendations: Ask the Saranda Municipality to remove immediately the illegal constructions that are located over the sewage line.

Financial Details:

Original contract: € 3,828,128
Variation Order: None
Explanations: The works achieved is not at the same level with time because: (1) illegal construction over the sewage line; (2) the contractor has been slow in implementation of the project. The interim payment certificates for the work done up to September 2002 are under evaluation.

Explanatory Notes:

* the domestic budget is not included in the cost of the Project, because the VAT and Custom taxes are not a contribution to the project (those amounts are returned to the Albanian state), the water temporary easements do not represent significant amounts, and for the water projects most of expropriations are temporary. The project handing over cannot take place before 365 calendar days, after the completion of the project.

EXECUTIVE REPORT	Project Title:	Tirana Hydro-network enterprise restructuring -Component II (on going)		
Contract value *:	LIT 20,300,000,000	**Total Disbursed:**	LIT 2,030,000,000	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:		66 months	June 14, 2000	December 10, 2005	N/A	Tick as appropriate
Actual:	May 2000		June 14, 2000			Under
Performance:						Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 Leke)			***FOREIGN BUDGET(in 000 LIT)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000,000 of LIT.)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2001		2002		2003		2004	
Investment	-	-	Italian-Co	Loan	20,300,000	2,030,000	**Semester**	1	2	1	2	1	2	1	2
VAT	265,000	44,200		Credit			**Budgeted**								
Other taxes	70,000	350		Grant			**Disbursed**	1,000	1,030						
Expropriation	-	-					**Performance**								
Total	335,000	44,550		Total	20,300,000	2,030,000									

BRIEF PROJECT OBJECTIVES

This project aims to restructure the Tirana Water and Sewage enterprise to become a modern public unit with management and technical capabilities, and executive and financial independence.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Consultant: Tirana Acque Shpk. Responsible person: Petrit Koçi Phone 068 21 35 399	Components include: (1) Technical assistance and training; know-how transfer; specialized technologies; development of investment planes; training of the management staff. (2) Training of management staff in Tirana and Italy. (3) Institutional strengthening through the provision of Technical Assistance for work supervision of the rehabilitation works for water-sewage system. (4) Reconstruction of Water Enterprise offices (Tirana district) and transfer of know-how. (5) Administration and operation of Bovilla plant; (6) Data center, and control of water lost in the network; urgent repair works for maintenance of the network and minimization of water lost; (7) Supply with water meters, vehicles, and working tools; (8) Design of future interventions in the water and sewage system

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)

Issues	Recommended Actions
2. The employer needs to review the proposed staff changes made by the consultant. 3. Not effectuated the payment of € 1.5 million by the Medio Credito Centrale Bank.	1. The consultant should not be allowed to do essential staff change, without the employer's approval. 2. The Medio Credito Centrale Bank must effectuate immediately the pavement of € 1.5 million.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	2 %	3 %	5 %	8 %	10 %	12 %	14 %	16 %	18 %			
	Financial	10%	10 %	10 %	10 %	10 %	10 %	10 %	10 %	10 %			
	Time	29 %	30 %	31 %	33 %	35 %	36 %	38 %	39 %	41 %			

Printed on: October 12, 2002 **Source:** Monitoring Directorate, Ministry of Territorial Adjustment and Tourism **Contact person:** Sadetin Limani

EXECUTIVE REPORT	Project Title:	Tirana Hydro-network enterprise restructuring - Component II (on going)

DETAILED EXPLANATIONS:

Project Background:

Water supply and sewerage services for the city and district of Tirana actually operate as two separate enterprises Water, Supply and Sewerage of Tirana and Water Supply and Sewerage of district Tirana. There is no sewerage system in the villages. Those villages have independent water supply administrated by local government. While some villages between Tirana and Durres are supplied with water from Durres. Population is about 650, 000, out of which 500,000 live in city of Tirana and 150, 000 in villages around. There are widespread illegal connections with the main water and sewerage pipes. The service offered by the enterprise as well as its financial status needs intervention.

Project Description Technical Components:

Components include:

1. Technical assistance and training; know-how transfer; specialized technologies; development of investment planes; training of the management staff.
2. Training of management staff in Tirana and Italy
3. Institutional strengthening through the provision of Technical Assistance for work supervision of the rehabilitation works for water-sewage system
4. Reconstruction of Water Enterprise offices (Tirana district) and transfer of know-how.
5. Administration and operation of Bovilla plant;
6. Data center, and control of water lost in the network; urgent repair works for maintenance of the network and minimization of water lost
7. Supply with water meters, vehicles, and working tools;
8. Design of future interventions in the water and sewage system

Performance:

Support for the joining of the Water Supply and Sewerage of Tirana with the Water Supply and Sewerage of Tirana district:

a. Assistance for both enterprises, finalized with Merging Plan. The councils of both enterprises will decide for the way of union.

Corporate Development Plan:

b. Is finalized the Corporate Development Plan, which will be implemented according the schedule.

Transfers know how:

c. In progress

Assistance for the development funds:

d. In progress the definition of the investments that have priorities.

Training plan:

e. Finalized as draft, and in phase of implementation

Master Investment Plan

f. Inspection of the existing situation of the water supply and sewage system. Are identified the main needs and is filled up a list of interventions

Systematic chemicals supply:

g. Completed according the schedule

Issues and Recommendations:

Issues:	The employer needs to review the proposed staff changes made by the consultant.
Recommendations:	The consultant should not be allowed to do essential staff change, without the employer's approval.
Issues:	Not effectuated the payment of € 1.5 million by the Medio Credito Centrale Bank.
Recommendations:	The Medio Credito Centrale Bank must effectuate immediately the pavement of € 1.5 million.

Financial Details:

Original contract:	LIT 20,300,000,000
Variation Order:	None
Explanations:	from the beginning of 2002 to the consultant isn't effectuated any payment. The consultant is following his work schedule without payment. The consultant has not been paid, because of the delays in payment from the Medio Credito Centrale Bank

Explanatory Notes:

***** the domestic budget is not included in the cost of the Project, because the VAT and Custom taxes are not e real contribution in the project (those amounts are returned to the Albanian state).

EXECUTIVE REPORT	Project Title:	Urban Land Management (on going)			
Contract value *:	US$ 10,191,500	**Total Disbursed:**	US$ 3,766,057	**Reporting Period:**	Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:		74 months	25 January 1998	31 March 2004	30 February 2005	Tick as appropriate
Actual:			25 January 1998			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in000 US$)			***FOREIGN BUDGET (US$)***			
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed
Investment	1,710.0	399.7	WB	Loan	10,000,000	3,730,343
VAT	1,698.5	627.6		Credit		
Other taxes			GoJapan	Grant	191,500	35,714
Expropriation						
Total	3,408.5	1,027.3		Total	10,191,500	3,766,057

FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of US$)

YEAR	2000		2001		2002		2003	
Semester	1	2	1	2	1	2	1	2
Budgeted								
Disbursed	500	842.4	400	536.2	658.4	729,0		
Performance								

BRIEF PROJECT OBJECTIVES

Provide essential urban infrastructure to the undersized or neglected areas, including the Municipality of Tirana and the District of Tirana (Greater Tirana), and strengthen the institutions responsible for the delivery of urban services at the national and local levels. Investment in roads, water supply, drainage, sewerage, electricity, street lighting and domestic waste collection, and technical assistance to local authorities and participating communities.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: Several contractors (see the second page) Supervisor: Patco (Supervision company) Phone 068 20 49 548	Power supply in Breglumas (Tirana). Water supply sewage in Bathore (Tirane). Main drainage lines in Tirana. Main Sewage canal Breglumas (Tirana). Internal Network canals Breglumas (Tirana)

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)

Issues	Recommended Actions
1. Delays in of the completion of the project. 2. Inefficient water investments done by different donors. 3. Local government not involved solving the problems. 4. Damages caused by the Illegal connections at the main water pipe in village of Bathore No.1.	1. Take in consideration an extension time for the completion of the project. 2. Make in efficiency the water investments done by other donors. 3. Repair damages caused due to illegal connections. 4. Increase the involvement of the local government in problem solving.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	28 %	29 %	30 %	31 %	34 %	36 %	38 %	39 %	40 %			
	Financial	27 %	28 %	28 %	29 %	30 %	32 %	34 %	35 %	37 %			
	Time	66 %	68 %	69 %	70 %	72 %	73 %	75 %	76 %	78 %			

Printed on: October 11, 2002 **Source:** Monitoring Directorate, Ministry of Territorial Adjustment and Tourism **Contact person:** Sadetin Limani

EXECUTIVE REPORT	Project Title:	Urban Land Management (on going)

DETAILED EXPLANATIONS

Project Background:

This project will provide essential urban infrastructure to the undersized or neglected areas of Tirana Municipality and the District of Tirana (Greater Tirana) and strengthen the institutions responsible for the delivery of urban services at the national and local levels. Investment in roads, water supply, drainage, sewage, electricity, street lighting and domestic waste collection, and technical assistance to local authorities and participating communities are expected to lead to:

- Enhanced productivity of Greater Tirana, the country's economic growth center and most rapidly growing urban area.
- Improved environmental living conditions and better health for children
- Rational use of scarce urban land through the development of active land and markets, densification and control of urban sprawl.
- Improved cost recovery for urban services through beneficiary participation in decision-making and project financing.

Project Description and Technical Components:

The success of the project in meeting the expected outcomes would be measured by the following key indicators.

(a) Input
- Project expenditure for each component (in US$ million)

(b) Output
- Area developed
- Volume of civil works executed
- Number of individual water, sewer and electricity connections

(c) Outcome indicators
- Number of houses under construction and built per hectare of land developed
- Population density in developed sites
- Average consumption of water per person in area developed
- Average cash investment per house
- Market price of land per square meter
- Market price of completed houses
- Percentage contribution by beneficiaries to project costs
- Number of communities requesting participation and meeting eligibility criteria
- Timelines of beneficiaries payments

Impact Indicators
- Percentage of total greater Tirana built up area serviced by the project
- Percent of greater Tirana population with water, sewer and electricity connections
- Yearly evaluation of total private investment in housing construction, within the project area and outside of it.
- Spatial distribution of residential land prices.
- Variations in the occurrence of infectious diseases usually linked to defective water and sanitary services
- Percentage of beneficiary population investing in house connections (tertiary infrastructure)
- Unmet demand measured in number of eligible, but unfounded community associations.

Performance:

This project, due to different types of works has different contractors: "Elektro sara", "TG Alba", "Ilva Electric", "ANK", Aro Inert", "Fusha", Edicom, "KPMG".

The works performed up to September 2002 are as follows:

New power lines:	In Breglumas village, completed; in villages of Bathore-1, Bathore-2, Bathore-3, in progress
Power network:	In Breglumas village, completed
Power supply:	In Breglumas village (8 sub-divisions), completed
Main collector:	village of Bathore-1 (pilot zone), completed
Water supply:	village of Bathore-1, in Bathore-2 in progress
Sewerage:	(internally network) village of Bathore-1 (pilot zone), in progres
Drainage:	Main lines Breglumas village, completed
Canalizations:	(internally network) Breglumas village, completed

Issues and Recommendations:

Issues:	Delays of the completion of the project
Recommendations:	Take in consideration an extension time for the completion of the project.
Issues:	Inefficient water investment done by Premiere Urgence.
Recommendations:	Make in efficiency the water investments done by Premiere Urgence.
Issues:	Lack of electric meters
Recommendations:	Installation of electric meters
Issues:	Damages caused by the illegal connections at the main water pipe in village of Bathore-1
Recommendations:	Repair damages caused to illegal connections in village of Bathore-1.

Financial Details:

Original Contract:	US$ 10,191,500
Additional funds:	investment of Japan government value US$ 191,500 to resolve social issues in this area on 30 July 2002
Revised Contract:	US$ 10,191,500

Explanatory Notes:

***** the domestic budget is not included in the cost of the Project, because the VAT and Custom's taxes are not e real contribution in the project, the expropriations have not significative amounts and for the water projects most of expropriations are temporary. The handing over cannot take place before 365 calendar days of the completion date of the project.

EXECUTIVE REPORT	Project Title:	Emergency Water Supply Durres, Fier, Lezhe, Sarande (on going)		
Contract value *:	US$10,000,000	**Total Disbursed:**	US$ 3,394,044	**Reporting Period:** Up to September 2002

Dates:	CONTRACT					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:		37 months	January 3, 2000	January 3, 2003 revised to October 1, 2003	December 27, 2003 revised on September 26, 2004	Tick as appropriate
Actual:	9 September 2000		September 20, 2000			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 lek)			***FOREIGN BUDGET (US$)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of US$)*								
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2000		2001		2002		2003	
Investment	150,029.4	67,950.0	WB	Loan	10,000,000	3,394,044	**Semester**	1	2	1	2	1	2	1	2
VAT	511,850.0	78,063.0		Credit			**Budgeted**								
Other taxes				Grant			**Disbursed**		484.9	400,0	409,3	1,624.6	475.1		
Expropriation							**Performance**								
Total	661,879.4	145,013.0		Total	10,000,000	3,394,044									

BRIEF PROJECT OBJECTIVES

To bridge the gap between the present situation and the Municipal water and waste water project by taking over the private operator in one or two years. To improve water quality through installation of chlorination systems. Increase of water pressure per person through improvement of operation, reduction of losses and installation of additional equipment, as required. Reduction of electricity expenses though pumps replacement where economically viable. Investments in certain segments which risk total collapse. Reduction of amortization through adequate interventions in network operation to ensure safe investments.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: Several contractor (see second page) Supervisor: RODECO GmbH Phone 068 20 27 511	Component 1, 2 and 3: Build new wells and valve chambers; Improve the pumping station pressure break tank; Conduct a feasibility study in rural areas of Durres; Component 4 and 5: Upgrade well fields and distribution mains for Fier; Component 6 and 7: Replacement of main distribution pipes; Construction of wells; Pumping stations in Lezha; Component 8: Replacement gravity transmission main pipes; Feeder main pipes in Saranda; Component 9: Repairs water leaks for all cities; Component 10: Procures consultant services; Component 11: Provides a consultant to all cities to enhance network analysis and operation;

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
1.The contracts of the Project: WDL2, GDFLS4 and WD2 are on delays and will cause a postponement of 7 months. 2. The delay of completion will affect the disbursements which cannot be disbursed after March 1, 2003	1.Revise the work schedule and avoid the delays. 2. Approve a new loan amendment for the contract

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	20 %	24 %	25 %	28 %	31 %	33 %	35 %	37 %	38 %			
	Financial	17 %	20 %	23 %	25 %	27 %	30 %	31 %	33 %	34 %			
	Time	43 %	46 %	49 %	51 %	54 %	57 %	60 %	64 %	67 %			

Printed on: October 12, 2002 **Source:** Monitoring Directorate, Ministry of Territorial Adjustment and Tourism **Contact person:** Sadetin Limani

EXECUTIVE REPORT	**Project Title:** Emergency Water Supply Durres, Fier, Lezhe, Sarande (on going)

DETAILED EXPLANATIONS

Project Background:

The Water Supply Urgent Rehabilitation Project for Albania supports the Government in its effort to improve the water supply services of four municipalities Fier, Lezha, Saranda & Durrësi. The Water Supply Rehabilitation Project is regarded as a forerunner of the Municipal water and Wastewater Project currently under preparation. The latter project will introduce private sector participation into Albania's water sector in the form of a management/lease contract. The Water Supply Urgent Rehabilitation Project bridges the gap between the present situation and the Municipal Water and Wastewater Project by taking over the private operator in one or two years.

Project Description and Technical Components:

The project rehabilitates components of the water supply systems which are prone to failure and/or which are causing extremely high operation costs or health risk due to their state of disrepair. There are 11 project components.

Component 1, 2 and 3:
- iv. Build new wells and valve chambers
- v. Improve the pumping station pressure break tank
- vi. Conduct a feasibility study in rural areas of Durres

Component 4 and 5:
- vii. Upgrade well fields and distribution mains for Fier

Component 6 and 7 include:
- viii. Replacement of main distribution pipes
- ix. Construction of wells
- x. Pumping stations in Lezha

Component 8:
- xi. Replacement gravity transmission main pipes
- xii. Feeder main pipes in Saranda.

Component 9:
- xiii. Repairs water leaks for all cities

Component 10:
- xiv. Procures consultant services

Component 11:
- xv. Provides a consultant to all cities to enhance network analysis and operation

Performance:

Purchase water meters:	for the city of Lezha and Saranda, completed
Installation water meters:	for the city of Lezha and Saranda, completed
Topographic works:	of the main water pipe Narvice-Sarande completed
Repair water losses:	in Fier city completed 70%, in Durres city completed 20 %

General Performance:

Completion of Administrative Function Manual and technical assistance for procurement procedures.

Issues and Recommendations:

Issues: the contracts of the Project: WDL2, GDFLS4 and WD2 are on delays and will cause a postponement of 7 months.
Recommendations: Revise Completion Project time
Issues: The delay of completion of the project will affect the disbursements; which cannot be disbursed after March 1, 2003
Recommendations: Approve a new loan amendment for the contract

Financial Details:

Original contract:	US $10,000,000
Variation Order:	none

Explanatory Notes:

***** the domestic budget is not included in the cost of the Project, because the VAT and Custom taxes are not e real contribution in the project (those amounts are returned to the Albanian state), the expropriations have not significative amounts and for the water projects the most of expropriations are temporary. The project handing over cannot take place before 365 calendar days, after the completion of the project.

The contractors of this project are: 1) “Adriatik” Shpk, 2)”SBL” Shpk, “Arberia” Shpk, “Gjeloshi” Shpk, “Albeton” Shpk, “Filipi” Shpk, “Guri” Shpk, “Harmonia” Shpk, “Dea” Shpk, Wienner & Trachte,

EXECUTIVE REPORT	**Project Title:**	Water supply for Kavaja rural areas (on going)		
Contract value *:	€ 5,260,000	**Total Disbursed:**	€ 3,257,891	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	November 5, 1998	26 months	January 3, 1999	March 31, 2001 revised to March 31, 2003	March 30, 2002 revised to March 30, 2003	Tick as appropriate
Actual:	November 5, 1998		February 22, 2001			☐ Under
Performance:			Delay of Contract			☐ Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 Leke)			***FOREIGN BUDGET (in €)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 €)*								
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2000		2001		2002		2003	
Investment				Loan			**Semester**	1	2	1	2	1	2	1	2
VAT	54,120	62,122.8		Credit			**Budgeted**								
Other taxes	44,178	27,277.0	KfW	Grant	5,260,000	3,257,891	**Disbursed**	434.5	230.9	1,020.2	1,078.4	120.2	373.6		
Expropriation	7,000	-					**Performance**								
Total	105,298	89,399.8		Total	5,260,000	3,257,891									

BRIEF PROJECT OBJECTIVES

Provide continues water supply for Kavaja city and the rural areas around Kavaja. Improve the drinking water quality,

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: several Contractors (see the explanatory notes on second page)	The first phase (1992-1995) of this project was concentrated in the rehabilitation of municipal water system of Kavaja and Rrogozhina. The second phase (1995-1998) includes the water connection for Kavaja villages. The project includes 12 supplying areas in Kavaja district, out of which 6 areas already have a public supply system, 5 areas don't have a water supply system, and one area has partial water supply.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)

Issues	Recommended Actions
1. According to the agreement the community has to pay the household water connections. In some cases the works are interrupted because the payments have not taken place.	1. The community must realize as soon is possible the payment in order to continue the household water connections.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	65 %	67 %	69 %	71%	73 %	76%	80 %	83 %	86 %			
	Financial	45 %	47 %	48 %	51 %	53 %	56 %	59 %	61 %	64 %			
	Time	40 %	45%	50%	55 %	60 %	65 %	70 %	75 %	80 %			

Printed on: October 11, 2002 **Source:** Monitoring Directorate, Ministry of Territorial Adjustment and Tourism **Contact person:** Sadetin Limani

EXECUTIVE REPORT	**Project Title:** Reconstruction of water supply for Kavaja rural areas (on going)

DETAILED EXPLANATIONS

Project Background:

The district of Kavaja is located in the Southwest side of Tirana city. The population of this area is around 100,000 inhabitants and allocated as in the following: 35,000 inhabitants in Kavaja, 8,000 inhabitants in Rrogozhina, and the rest of the areas 57.000 inhabitants. The improvement of Kavaja water supply has started by KfW since 1992.

Project Description and Technical Components:

The first phase (1992-1995) was concentrated in the rehabilitation of municipal water system for Kavaja and Rrogozhina area, at a cost of 3.43 million €. The second phase (1995-1998) included villages' water connection at a cost of € 3,0 million. The project include 12 supplying areas in Kavaja district, out of which 6 areas already have a public supply system, 5 areas do not have at all a water supply system, and one area has a partial water supply system.

This project consist of:

- construction of network supply
- construction of water reservoir
- construction of pumps stations:
- electrical and hydraulic works (E/H works)
- installation of water-meters
- household water connections (HW connections)

Performance:

LOT1. (Kruevidh, Bardhore)

Network supply: the lay out of main pipe is completed, the tests of pressure of water pipe in progress
Water reservoir: 1 new with capacity 400 m^3 in Kryevidh is completed
Water stores: 3 new, one in Patk, one in Spanesh and one in Kazie are completed
E/H works: for the installation of 3 pump stations, completed
Pumps stations: 2 new, one in Greth te Mesem, and one in Greth te Madh, tested and the result OK, in village of Bardhore is in progress
Water supply: completed in villages Kryevidh, Xhelezaj, Bazdur and is in use
Water-meters: installation in Kryevidh is in progres

LOT 2 (Lekaj, Haziraj)

Network supply: the main water supply pipes, distribution pipes, the tests of pressure of water pipes, in progress
Water stores: at Haziraj village area completed
Water reservoir: 1 reconstructed with capacity 90 m^3, completed
Pumps stations: 2 new at Haziraj village are completed, tested and the result OK, one in Lekaj is in progress

Water-meters: installation in villages Haziraj, Dede and Zabanishte are completed

HW connections: in Zabishte village are completed and the water supply is in use.

LOT 4. (Hajdaraj)

Network supply: the main water supply pipes, distribution pipes, the tests of pressure of water pipes, in progress
Water stores: at Haziraj village area is completed
Water reservoir: 1 reconstructed with capacity 90 m^3, completed
Pumps stations: 7 in function in Harizaj village,
Wells sinking: in villages: 3 in Harizaj, 2 in Kryevidh, 1 in Greth i Mesem, 1 Gredh i Madh, all completed
E/H works: completed for 7 pump stations and 3 wells in Haziraj village, for 2 wells in Kryevidh village, for 1 well in Greth i Mesem and for 1 well in Gredh i Madh.

LOT 5 (Kavaja)

All the works are completed.

General Performance:

The project isn't completed yet, but its outputs are very positive. The city of Kavaja now is disconnected from the old connection with the Water Supply of Durres. From 1.5h water per day now it assures 5.5 hours water per day.

Issues and Recommendations:

Issues: 1. According the agreement (between the KfW with community) the community has to pay the household water connections. In some cases the works are interrupted because the payments are not effectuated.
Recommendations: Realize as soon is possible the payment in order to continue the household water connections.

Financial Details:

Original contract:	€ 5,260,000
Variation Order:	None
Explanations:	Up to the end of September 2002, are effectuated 1530 payments for the household water connections. The payment is not at the same level with work occurred because the contractor has not submitted to the supervisor the interim payment certificate.

Explanatory Notes:

***** the domestic budget is not included in the cost of the Project, because the VAT and Custom taxes are not a contribution to the project (those amounts are returned to the Albanian state), the water temporary easements do not represent significant amounts, and for the water projects most of expropriations are temporary. The project handing over cannot take place before 365 calendar days, after the completion of the project.

This project is divided in 5 lots and each Lot has different contractors:

Lot 1 (includes the zone 1 and 8) Contractor: "Koli" Shpk

Lot 2 (includes the zone 3 and 7) Contractor: "Adriatik" Shpk

Lot 4 (include the zone 5): Contractor: "Arkaxhiu" Shpk

Lot 5 (include the zone10): Contractor: "Blaze" Shpk

Objective of Contract: Electrical works at zone 10. Contractor: "ELB-Ndertuesi" Shpk

Objective of Contract: Installation works at all the zones. Contractor: "Water & Canalization Enterprise" Sh.a.

Objective of Contract: Faucet Equipments. Contractor: "Wimer Frachte" Shpk

Objective of Contract: Sanitary works at zone 1 and 3 Contractor: "Blaze" Shpk

Note: For the Lot 3 we don't have any information

EXECUTIVE REPORT	Project Title:	Water supply and Sewerage of Korça (completed)		
Contract value *:	€ 18,150,861	Total Disbursed:	€ 18,150,861	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**						
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability	
Estimated:		31 months	January 1, 2000	December 31, 2001	December 30, 2002 revised to 29 June 2003		Tick as appropriate
Actual:	May 16, 1997		January 1, 2000	June 30, 2002		v	Under
Performance:							Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 Leke)			***FOREIGN BUDGET(in €)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 €)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	Up to 2000		2000		2001		2002	
Investment			KfW	Loan	3,323,397	3,323,397	**Semester**	1	2	1	2	1	2	1	2
VAT	517,160	1,810.2		Credit			**Budgeted**								
Other taxes			KfW	Grant	14,827,464	14,827,464	**Disbursed**	754.5	1,016.2	1,468.3	2.435.2	3,913.2	4,102.2	4.461,1	
Expropriation	7,300	470,102					**Performance**								
Total	524,460	471,912.2		Total	18,150,861	18,150,861									

BRIEF PROJECT OBJECTIVES

The overall project objective, to reduce health risks arising from inadequate water supply and sewerage facilities. The objective shall be met by: reducing the risk of ground water pollution caused by the uncontrolled outflow of sewage – improving flow conditions in the major culverts and therefore reduce the risk of uncontrolled discharge of sewage – covering the water demand by hygienically safe drinking water on a continues 24 hour basis.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: JV EMIT/BEB Consultant: ILF Consulting Engineers Contact person: Petrit Tare Phone 069 21 71 097	Water supply: construction of a new well sinking, replacement of the transmission pipes, reconstruction of pump station, installation of chlorination equipments, replacement of the damaged pipes of the existing network, repair the existing reservoirs. Sewerage: Rehabilitation of the damaged sections, reconstruction of the manholes, placement of new pipes.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
1. Delays in payment of customs, and taxes by Ministry of Finance.	1. The Ministry of Finance needs to solve the problem of payments for tax and VAT.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	90 %	92 %	95 %	97%	98%	100 %						
	Financial	84 %	86 %	88 %	92 %	96 %	100 %						
	Time	85 %	88 %	91 %	94 %	97 %	100 %						

Printed on: October 11, 2002 **Source:** Monitoring Directorate, Ministry of Territorial Adjustment and Tourism **Contact person:** Sadetin Limani

EXECUTIVE REPORT	Project Title:	Water supply and Sewerage of Korça (completed)

DETAILED EXPLANATIONS

Project Background:

The municipality of Korça (Population 75, 000) is situated 186 km in southeast of Tirana, and is near the Greek and Macedonian borders. The town of Korca is located on a sloping hillside allowing drainage of most of the surface water. In the years 1995 and 1996 master plan and feasibility studies have been elaborated, and provide basic information for the present engineering works. The majority of the existing water supply system components are in poor condition due to their age and lack of maintenance. The sewerage system is hydraulically adequate, in general, is not very difficult. The sewerage discharge directly into agricultural drains and irrigation channels at five outfalls, from where farmers divert the raw sewage into their fields. The overall project objective is to reduce health risks arising from inadequate water supply and sewerage facilities. This objective shall be met by: reducing the risk of ground water pollution caused by the uncontrolled outflow of sewage – improving flow conditions in the major culverts and therefore reduce the risk of uncontrolled discharge of sewage – and by covering the water demand by hygienically safe drinking water on a continues 24 hour basis.

Project Description and Technical Components:

Water supply:
- construction of a new well, replacement of the transmission pipes, reconstruction of pump station, installation of chlorination equipments, replacement of the damaged pipes of the existing network, repair the existing reservoirs

Sewerage:
- rehabilitation of the damaged sections, reconstruction of the manholes, placement of new pipes.

Performance:

The project is completed, and as of June 30, 2002 town of Korça has water 24h per day and a functional sewerage system.

Issues and Recommendations:

Issues: Delays in payment of customs, and taxes by Ministry of Finance.
Recommendations: The Ministry of Finance needs to solve the problem of payments for tax and VAT.

Financial Details:

Original contract: € 18,150,861
Variation order: None
Revised contract: € 18,150,861

Explanatory Notes:

***** the domestic budget is not included in the cost of the Project, because the VAT and Custom taxes are not a contribution to the project (those amounts are returned to the Albanian state), the water temporary easements do not represent significant amounts, and for the water projects most of expropriations are temporary. The project handing over cannot take place before 365 calendar days, after the completion of the project.

Estimated Project finish date December 31, 2001 has been postponed with the agreement of the employer to 30 April 2002, and then to June 30, 2002. Weather conditions during January - February 2002, have delayed the work.

EXECUTIVE REPORT	Project Title:	Collection and treatment of Wastewater and industrial water in Vlora (on going)	
Contract value *:	€ 8,254,671	**Total Disbursed:** € 964,837	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	February 2, 2002	20 months	March 11, 2002	January 11, 2004	January 10, 2005	Tick as appropriate
Actual:	February 2, 2002		March 11, 2002			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 Leke)			***FOREIGN BUDGET (in €)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 €)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2002		2003		2004		2005	
Investment				Loan			**Semester**	1	2	1	2	1	2	1	2
VAT	50,000	0		Credit			**Budgeted**								
Other taxes	-	-	PHARE	Grant	8,951,520	964,837	**Disbursed**	825.4	141.4						
Expropriation	3,000	0					**Performance**								
Total	53,000	0		Total	8,951,520	964,837									

BRIEF PROJECT OBJECTIVES

Improve sanitary and environmental conditions in Vlore by designing and constructing a new sewerage collection and wastewater treatment system. Provide a minimum pressure of 2 bars at each property, provide continuous disinfection of drinking water to ensure compliance with EU and WHO drinking water standards and provide a satisfactory wastewater collection system

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Contractor: JV "Kamatakis+Sambras" Responsible person:Nicolaus Kamatakis. Phone 033 24 725 Consultant: Lotti & Associati Contact person: J. C. Becket. Phone 033 25 285	The sewerage works include the construction of a new sewerage system in uptown, a combine system of canalizations and treatment for the sewerage and rainwater in the center of the city, and a Primary Plant of waste treatment. Components of this project include Works- I Phase for € 8.95 million.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)

Issues	Recommended Actions
1. Existing funds cannot cover the technical project components. 2.The illegal constructions located over the secondary sewage line don't allow implementation of the project.	1. Insist near Brussels to assure additional funds. We recommend for that reallocation of fund € 1.7million, which could be taken from the amount € 4.45 million allocated before for the industrial treatment plant of this project that will not be implemented. 2. Remove the illegal constructions that are located over the secondary sewage line.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work			0 %	0 %	0 %	0 %	11 %	20 %	23 %			
	Financial			10 %	10 %	10 %	10 %	10 %	18 %	18 %			
	Time			5 %	10 %	15 %	20 %	25 %	30 %	35 %			

Printed on: October 11, 2002 **Source:** Monitoring Directorate, Ministry of Territorial Adjustment and Tourism **Contact person:** Sadetin Limani

EXECUTIVE REPORT	**Project Title:** Collection and treatment of Wastewater and industrial water in Vlora (on going)

DETAILED EXPLANATIONS

Project Background:

The existing sewerage facilities in the southern Albanian City of Vlore are in poor condition. The system before was a separate type (storm water from sewage). The illegal connections have rendered this into a partially combined system. The pipes are mainly concrete with open joints and groundwater is contaminated as a result of infiltrations. Potable water can also be contaminated in this manner. Infiltration increases the load on the already overburdened sewerage system. The main foul sewage pumping station is not functional and foul sewage is diverted to the storm water pumping station. There is no treatment in place and raw sewage is discharged directly to the sea. Environmental conditions in the city are bad.

Project Description and Technical Components:

- Construction of waste water treatment unit
- Construction of a new sewerage collector in uptown
- Replacement of the damage sewerage pipes where necessary
- Construction sewerage manholes

Performance:

The works completed up to September 2002 are as in the following:

open the channel for the main collector, in progress
lay out of the sewerage pipes 1,200 mm for the main collector, in progress
removal of the illegal construction located over the secondary sewerage lines, in progress
the construction of waste water treatment unit, not started yet
the construction of a new sewerage system in uptown, in progress
replace of the damaged pipes where necessary, not started yet
construction of manholes, not started yet

Issues and Recommendations:

Issues:	Existing funds cannot cover the technical project components.
Recommendations:	Insist near Brussels to assure additional funds. We recommend for that reallocation of fund € 1.7million, which could be taken from the amount € 4.45 million allocated before for the industrial treatment plant of this project that will be not implemented.
Issues:	The illegal constructions located over the secondary sewage line don't allow implementation of the project.
Recommendations:	Complete the removal of the illegal constructions that are located over the secondary sewage line.

Financial Details:

Original contract:	€ 8,951,520
Variation Order:	None
Revised contract:	€ 8,951,520
Explanations:	According to the contract, the contractor had 2 months of mobilization period, other 2 months the contractor was providing material from Greece.

Explanatory Notes:

***** the domestic budget is not included in the cost of the Project, because the VAT and Custom taxes are not a contribution to the project (those amounts are returned to the Albanian state), the water temporary easements do not represent significant amounts, and for the water projects most of expropriations are temporary. The project handing over cannot take place before 365 calendar days, after the completion of the project.

EXECUTIVE REPORT	Project Title:	Institutional strengthening of Municipalities (Vlore-Gjirokaster) (on going)		
Contract value:	€ 589,840	**Total Disbursed:**	€ 184,995	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	May 3, 2001	20 month	May 3, 2001	January 3, 2003	N/A	Tick as appropriate
Actual:	May 3, 2001		May 3, 2001			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS																
DOMESTIC BUDGET (in 000 Leke)			***FOREIGN BUDGET* (in €)**				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 €)*									
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2001		2002		2003		2004	
Investment				Loan			**Semester**	1	2	1	2	1	2	1	2
VAT				Credit			**Budgeted**								
Other taxes			PHARE	Grant	589,840	184,995	**Disbursed**		176.6	8.3					
Expropriation							**Performance**								
Total				Total	589,840	184,995									

BRIEF PROJECT OBJECTIVES
The main objective of this project deals with helping the utilities to attract investors in the water sector. Improve water enterprise operations as a first step toward their commercialization, this especially considering the fact that Vlora and Gjirokastra enterprises have investments support by the PHARE program.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS	
Consultant: AWT Responsible person: Donard Strazimiri. Phone: 068 20 26 536	The consultant will provide a broad support for enterprise strengthening. Identification of potential and deficiencies of water enterprises, and propose realistic actions for their improvement and functioning.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
1. Not effectuated the installation of the software by the consultant.	1.The consultant must follow the contract's schedule.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	30 %	31 %	32 %	32 %	32 %	33 %	33 %	34 %	34 %			
	Financial	29 %	29 %	31 %	31 %	31 %	31 %	31 %	31 %	31 %			
	Time	40 %	45 %	50 %	55 %	60 %	65 %	70 %	75 %	80 %			

Printed on: October 11, 2002 **Source:** Monitoring Directorate, Ministry of Territorial Adjustment and Tourism **Contact person:** Sadetin Limani

EXECUTIVE REPORT	Project Title:	Institutional strengthening of Municipalities (Vlore-Gjirokaster) (0n going)

DETAILED EXPLANATIONS

Project Background:

The water sector situation in Albania is very difficult. The Albanian government is trying to apply a policy that could make this sector attractive to the private operators. In addition, the tariffs system will be liberalized, and a Regulatory Agency that will monitor the tariffs and participation of the private operators. Gjirokaster and Vlora already have received investments from EU in water supply system. This project will improve the management of water utilities in the relevant cities as well as the transfer of know-how.

Project Description and Technical Components:

This project's implementation has started in May 2001. The service offered includes a large intervention for the strengthening of water enterprises. The consultant has the obligation to identify the potentials and deficiencies at the water enterprises, and to propose the concrete measures for their improvement and better function. The consultant must familiarize himself with the actual developments in water sector in homologues Municipalities such as Durresi, Tirana, Korça and Kavaja.

Performance:

This project's implementation has started in May 2001. Offices are established in Vlore and Gjirokaster, furnished with office supplies and computers. The first progress report is submitted in August 2001. During the month of June 2002, two workshops were conducted in Vlora and Gjirokastra. At the beginning of September 2002, the Project Management Unit approved the Final Strategy Report submitted by the consultant. The consultant is expecting an additional fund to install the software for a computerized billing system for the enterprise of Gjirokastra and Vlora. By the end of year (2002) is expected to start the implementation phase, which will have duration of 12 months. According to the actual situation, the contract needs to be postponed.

Issues and Recommendations:

Issues: Not effectuated the installation of the software by the consultant.
Recommendations: The consultant must follow the contract's schedule.

Financial Details:

Original contract: € 589,840
Variation Order: None
Explanations: The payment to the Consultant is not at the same level with the time because he does not have effectuated the installation of the software.

Explanatory Notes:

EXECUTIVE REPORT	Project Title:	Saranda Water Supply and Sanitation Supervision (on going)		
Contract value:	€ 424,480	**Total Disbursed:**	€ 238,678	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	July 18, 2001	32 months	August 2, 2001	April 2, 2003	N/A	Tick as appropriate
Actual:	July 18, 2001		August 2, 2001			Under
Performance:						Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 Leke)			***FOREIGN BUDGET (in €)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 of €)*								
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2001		2002		2003		2004	
Investment				Loan			**Semester**	1	2	1	2	1	2	1	2
VAT				Credit			**Budgeted**								
Other taxes			PHARE	Grant	424,480	238,678	**Disbursed**		98.9	44.7	95.0				
Expropriation							**Performance**								
Total				Total	424,480	238,678									

BRIEF PROJECT OBJECTIVES

The objective of the Saranda Water Supply and Sanitation Supervision assignment is to ensure that the Works under the project are implemented in accordance with the contract documents, on time and within budget.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Consultant: Nicolas O'Dwyer & Co. Ltd.,/Rodeco GmH JV. Contact person: Gerd Weissgerber Phone: 04 22 39 27	The supervision consultant shall carry out the following duties associated with construction works: - Approval and revision of the work's design; - Inspections during the defect liability period; - Reporting and documentation.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
None.	1. None.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work	12 %	18 %	24 %	30 %	36 %	42 %	48 %	52 %	57 %			
	Financial	23 %	34 %	34 %	34 %	34 %	34 %	47 %	47 %	56 %			
	Time	21 %	24 %	27 %	30 %	33 %	36 %	38 %	41 %	44 %			

Printed on: October 11, 2002	**Source:**	Monitoring Directorate, Ministry of Territorial Adjustment and Tourism		**Contact person:**	Sadetin Limani

EXECUTIVE REPORT	**Project Title:** Saranda Water Supply and Sanitation Supervision (on going)

DETAILED EXPLANATIONS

Project Background:

Saranda with a population of 23,000 (1996) is located in the Southern part of Albania with a great potential for tourism. Water is supplied by two sources with a good quality. The water supply system is over 40 years old. It was rehabilitated during the last years, but works quality was poor, thus currently there are lots of water losses and water supply capacity is not sufficient. The further city's extension will increase water demand, which will make the situation even more critical. The same situation is with sewerage, which was constructed in 1944. Initially the sewerage system was separated, but now in many places it joins the raining waters. The main collectors have a small capacity. Currently Water Sewerage Enterprise is responsible for water and sewerage system.

Project Description and Technical Components:

The services shall include, but shall not be limited to, the following items:

- Construction period:
  - Supervision of the construction works.
  - Preparation of drawings and institutional strengthening.
  - Monitoring of quantities of performed works by the contractor and related payment certificates.
  - Checking contractor's work quality prior to the end of the contract.
  - Issue the completion and taking-over certificates
- Maintenance period:
  - Issue of maintenance inspection reports during the defects liability period (twelve months following issue of Taking Over Certificate), final payment certificates, settlement of outstanding claims and providing advice regarding any litigation matters.

The supervisor must follow and control the entire civil works divided in 9 Lots:

Lot 1. - Vrioni Well field
Lot 2. - Chlorination and booster pumps at Qafe gjashta reservoir complex.
Lot 3. - Distribution network.
Lot 4. - Main collector.
Lot 5. - Sewerage pumping station.
Lot 6. - Koder Sewers.
Lot 7. - Interception to Cuka channel.
Lot 8. - Rehabilitation of sewers and manholes.
Lot 9. - Sewer cleaning program

Performance:

Up to September 2002:

The supervision staff continues the crosschecking of on-site survey, working with the one surveyor of the contractor, and with the site supervision of the construction works at the sites. The poor staff resources of the contractor often mean much of the initial setting out and x-checking falls onto the engineer representative staff. The contractor's clause 14 programme was re-submitted on November 7th, 2001, for consent of the Sanitation works. Comments were made to the contractor by November 24th, 2001, and consent granted. The contractor submitted a revised clause 14.2 programme on June 19th, 2002. This submission has been reviewed, and was approved on July 28th, 2002, the programme still shows the contractor completing the works within the contract period.

Issues and Recommendations:

Issues:
Recommendations:

Financial Details:

Original contract:	€ 424,480
Addendum:	None
Explanations:	On 16th of November 2001 was approved the additional design for the sewerage system of Hotel Butrinti and surrounding area, and re-design for the sewage pumping station, rising main and interceptor to Cuka channel. The contingencies amount was reduced accordingly from € 25,000 to € 16,517 without changes in contract value.

Explanatory Notes:

EXECUTIVE REPORT	Project Title:	Vlora Waste Water Supervision (on going)		
Contract value:	€ 696,850 revised to € 863,300	**Total Disbursed:**	€ 275.490	**Reporting Period:** Up to September 2002

Dates:	**CONTRACT**					
	Contract Signing	No. of days to complete work	Starting Works	Completion	Handing Over	Defect Liability
Estimated:	28 January 2002	34 months		11 December 2004	N/A	Tick as appropriate
Actual:	28 January 2002		12 February 2002			☐ Under
Performance:						☐ Over

BUDGET AND DISBURSEMENT STATUS

DOMESTIC BUDGET (in 000 Leke)			***FOREIGN BUDGET (in €)***				*FOREIGN BUDGET VERSUS DISBURSEMENTS (in 000 €)*								
Financing	Budgeted	Disbursed	Donor(s)	Financing	Budgeted	Disbursed	**YEAR**	2002		2003		2004		2005	
Investment				Loan			**Semester**	1	2	1	2	1	2	1	2
VAT				Credit			**Budgeted**								
Other taxes			PHARE	Grant	863,300	275.490	**Disbursed**	182.5	92.9						
Expropriation							**Performance**								
Total				Total	863,300	275.490									

BRIEF PROJECT OBJECTIVES

Implementation of new sewerage works in order to effect service improvements in sanitation services, and to alleviate public health and environmental hazards. The particular objective of the Vlore water supervision assignment is to ensure that the works under the project are implemented in accordance with the contract documents, on time and within budget.

BRIEF PROJECT DESCRIPTION AND MAIN TECHNICAL COMPONENTS

Consultant: Lotti & Associati Contact person: J. C. Becket. Phone 033 27 352	The general service to be provided by the supervision consultant shall be to carry out the duties of the engineer's representative on the works contract in accordance with the FIDIC conditions of contract for civil works engineering construction. The civil works are divided in 4 Lots. The supervision consultant shall carry out the following duties associated with construction works: - Approval and revision of the work's design; - Inspections during the defect liability period; - Reporting and documentation.

CRITICAL ISSUES / RECOMMENDED SOLUTION (S)	
Issues	Recommended Actions
None.	None.

PERFORMANCE INDICATORS (2002)

Period		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Progress	Work		4 %	8 %	13 %	21 %	26%	29 %	32 %	35 %			
	Financial		14 %	14 %	14 %	18 %	21%	26 %	29 %	32 %			
	Time		2 %	5 %	8 %	11 %	14 %	17 %	20 %	23 %			

Printed on: October 11, 2002 **Source:** Monitoring Directorate, Ministry of Territorial Adjustment and Tourism **Contact person:** Sadetin Limani

EXECUTIVE REPORT	**Project Title:** Vlora Waste Water Supervision (on going)

DETAILED EXPLANATIONS

Project Background:

Vlora is located in the southwest part of Albania inside Vlora Bay. The city has an estimated population of 110,000 at an average density of approx. 344 inhabitants/hectare. Sewerage system was initialled in 1940 and comprises a network of 200 to 1000 mm diameter servers. There are no known detail drawings of the sewerage system. The main servers are constructed from poorly manufactured concrete pipes with butt joints. A separate storm water drainage system was initiated at the same time as the full server system. One main discharges into Narta Lake whilst the other discharges directly into the sea. In the city itself there is a system of pipes and open channels that convey storm-water to the main lifting station at Hydrovori, built in 1940, which discharges into the sea. Is estimated that due to the cross connections and non-operational pumping stations, at least 20% of foul sewerage is discharged through the storm-water drainage system, rendering it in effect a combined system.

Project Description and Technical Components:

During the course of construction the supervision consultant shall carry out the following duties:

- Undertake revisions to the design, that are necessitated by obstructions from unforeseen existing underground services;
- Confirm the position and size of all services [building] connections into the new sewer.
- Check and approve the adequacy of the foundation tests carried out by the contractor; revise the foundation design as necessary;
- Check and approve the adequacy of all mechanical and electrical Plant supplied by the contractor; include but not necessary be restricted to pumps, pipe-work, valves and sluices, float controls, control equipment, flow meters, bar screens, conveyors, clarifier and thickener bridges, sludge pressers, transformers, generators, switchgear and cables.
- Check and approve the adequacy of the contractor proposed building systems, materials and finishes for office block, electric building and sludge dewatering building.
- Determinate the cost implications of all revisions to the design.
- Issue appropriate instructions and, if necessary, revised working drawings to the contractor whenever:
  - alignments and/or invert levels of sewers, manholes and lift stations are revised
  - positions and sizes of service connections are conformed
  - foundations designs are revised
  - mechanical and electrical Plant or building works are not approved

The supervision consultant shall carry out regular inspections during the defect liability period.

- On expiry of the defect liability period the supervision consultant shall issue the defects liability certificate in accordance with the [FIDIC] conditions of contract.
- The supervision consultant shall undertake three intermediate inspections at approx. three monthly intervals during the defect liability period.
- In additional to dealing with any particular defect all intermediate inspections shall cover the entire works. The supervision consultant shall:
  - notify and instruct the contractor accordingly of all defects found;
  - report to the status of the works and on the operation and maintenance of the works to date.

Performance:

The main duties carried out by the consultant up to September 2002 were as follows:

- continuous supervision and monitoring of the works in progress;
- resolving site problems by existing utilities, etc;
- checking and approval of pipes and other materials delivered to site;
- correspondence with contractor on rates for extra depth of 1,200 mm outfall line; and varying depths of 250 mm lines;
- liaising with the municipal authorities concerning areas affected by the works, and issues of expropriation and clearance of illegal structures;
- liaising with electrical authority concerning re-location of electric poles, etc, necessary for the civil works;

Issues and Recommendations:

Issues: None.
Recommendations: None.

Financial Details:

Original contract: € 696,850
Addendum No.1: approved on 17th of May 2002. Preparation of working drawings with a cost of € 41,500 (this decrease the contract value)
Addendum No.2: approved on 23rd of July 2002. Design of phase I Waste stabilization ponds for Vlora with a cost of € 124,950 (this decrease the contract value)
Revised contract: € 863,300
Explanations: The payment (32%) is higher than time (23%) because the contractor received the payment of the Addendum No.1, with value € 41,500.

Explanatory Notes:

Figure 8: Current Projects in Albania's Water Sector

Appendix V

Document Management System

U.S. Agency for International Development

RIP - ALBANIA

Balkans Regional Infrastructure Program for Water and Transport

DOCUMENTS MANAGEMENT SYSTEM MANUAL

MANUALI I SISTEMIT TE ADMINISTRIMIT TE DOCUMENTAVE

December 2002

Booz | Allen | Hamilton

INTRODUCTION

To help manage documents related to the administration of infrastructure projects in road, railway, port, and aviation sectors at the MTT, a simplified Document Management System (DMS) was created. Within the General Directorate of Programming and Monitoring in MoTT, the specialist responsible for monitoring the programs always had problems with the management of the written documents. Until now the management of the document has been done manually which is not very efficient and causes undesirable delays. The electronic management of the documents will facilitate the work of the users and the exchange of information inside and outside of the MTT.

RIP assisted with the preparation of the DMS, which aims to provide the electronic login, preservation, research and preparation of different reports. The speed and the easy of use of the software will help with the management of the infrastructure documents. At any time, by entering one of the attributes of the document, the specialist can find the documents easily. The specialist can also register all the documents that are necessary for the everyday work, can see the content of the document and based on the data entered, the program can generate different reports.

To run the DMS a standard PC is sufficient. In the program each user is identified by name and password. Whenever changes are made, the program records the time. The program makes logical checks automatically thus diminishing the possibilities for making mistakes. The program keeps tract of changes in chronological order.

The manual prepared describes in a step by step manner, how the program works. It explains how the user can enter, edit and save the data. It also explains how this program can create or print different reports based on the data entered.

The manual is organized in two parts. The first one is an introduction that explain what this program can provide, how the users can install the program. It also shows which are the options of the main menu.

In the second part, all the commands of the main menu are explain in more details. The screen pictures presented in the manual facilitate the understanding of the text. This part explains how each option works and the commands for using each of them. The options and commands are bolded. This part of the manual explains the database and options used by the DMS.
The software was prepared directly in Albanian and provides clear and complete message for different situations that the user can face. RIP in collaboration with the local programmer prepared the “DMS Manual” to help the user with the operation of the software.

No English Version Avaliable