

**Workshop on
Preparation of Terms of Reference and management of project preparation
studies (Pre-Feasibility, Feasibility Studies, and related design activities)**

AGENDA

Location: Metropol Palace Hotel (Bulevar Kralja Aleksandra 69, , Belgrade, Serbia)

Date: 30 November 2023 – 01 December 2023

Time	Details
Day 1 (Thursday, 30 November) – Introductory session. Pre-feasibility studies <i>Moderator: Mr. Mircea Tenovici, TCT Secretariat</i>	
12:00 – 12:30	Registration
12.30 – 13.30	<i>Lunch</i>
13:45 – 13:50	Welcoming of the participants <i>Ms. Ljupka Siljanaska, Deputy Director, Transport Community Permanent Secretariat</i>
13:50 – 14:00	Brief introduction of: <ul style="list-style-type: none"> - JASPERS (Joint Assistance for Projects in European Regions (https://jaspers.eib.org/), - EPIC/JASPERS (Eastern Partnership Investment in Connectivity (https://www.eib.org/epic/), - cooperation with TCT <i>Mr. Denis Jakubik, Senior Transport Engineer, EIB/JASPERS</i>
14:00 – 14:15	Overview of the project cycle – stages, programming, main issues, identification of sources of financing (brief introduction into purpose of PFS and FS in the project cycle) <i>Mr. Denis Jakubik, Senior Transport Engineer, EIB/JASPERS</i>
14:15 – 14:45	Overview of pre-feasibility studies (PFS) and Feasibility Studies (FS) – planning and main differences <i>Mr. Assen Antov, Senior Transport Specialist, EIB/JASPERS</i>
14:45 – 15:00	<i>Coffee break</i>
15:00 – 16:00	Scoping of PFS – main tasks and relations between them; contents of the Terms of Reference <i>Mr. Assen Antov, Senior Transport Specialist, EIB/JASPERS</i>
16.00 – 16.45	DISCUSSION - Exchange of questions, opinions and experience regarding provisions from legal framework from WB6 and EP related to national requirements for PFS and related technical documentation (general design? conceptual design?) <i>(facilitator) Mr. Denis Jakubik, Senior Transport Engineer, EIB/JASPERS</i>
16.45 – 17.00	Closing remarks for Day 1
Day 2 (Friday, 01 December) – Feasibility studies <i>Moderator: Mr. Mircea Tenovici, TCT Secretariat</i>	
09.30 – 11.00	Scoping of FS – main tasks and relations between them; contents of the Terms of Reference <i>Mr. Assen Antov, Senior Transport Specialist, EIB/JASPERS</i>
11.00 – 11.15	<i>Coffee break</i>
11.15 – 12.45	Updating of FS and designs – approach to planning, scoping and main issues <i>Mr. Assen Antov, Senior Transport Specialist, EIB/JASPERS</i>
12:45 - 13:45	<i>Lunch</i>
13:45 – 14:45	DISCUSSION - Exchange of questions, opinions and experience regarding: <ol style="list-style-type: none"> 1. Management of the FS and PFS preparation process (including the preparation of Preliminary Designs) – with reference to ToRs and requirements and processes set therein (including the project management structure). 2. Provisions from legal framework from WB6 and EP related to national requirements for FS and related technical documentation (preliminary design? application of design-build works contracts based on preliminary designs? further design stages (and potential needs to update FS)?)

3. When contract model for procurement of works contracts should be identified and why (appropriateness of design&build and construction contracts and related risks) – with reference to preparation of FS and completeness of preliminary designs (and potential next design stage)

(facilitator) Mr. Denis Jakubik, Senior Transport Engineer, EIB/JASPERS

14:45 – 15:00 **Closing remarks for Day 2 and overall for the event**