

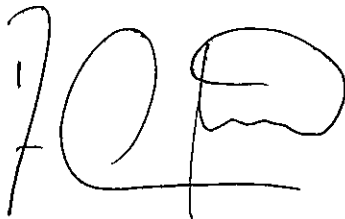
MINUTES OF MEETING
ON
DETAILED PLANNING SURVEY ON
TRANSPORT IMPROVEMENT MASTER PLAN PROJECT
FOR SANTA CRUZ METROPOLITAN AREA
IN
THE PLURINATIONAL STATE OF BOLIVIA
AGREED UPON BETWEEN
THE GOVERNMENT OF BOLIVIA THROUGH
THE GOVERNMENT OF THE AUTONOMOUS DEPARTMENT
OF SANTA CRUZ
AND
THE GOVERNMENTS OF AUTONOMOUS MUNICIPALITIES
OF THE SANTA CRUZ METROPOLITAN AREA
AND
JAPAN INTERNATIONAL COOPERATION AGENCY

In response to the official request of the Government of the Plurinational State of Bolivia to the Government of Japan, the Japan International Cooperation Agency (hereinafter referred to as "JICA") dispatched the Detailed Planning Survey Team (hereinafter referred to as "the Team") headed by Mr. Kazumasa SANUI, from September 28th to October 7th, 2015 for the project formulation of Transport Improvement Master Plan Project for Santa Cruz Metropolitan Area (hereinafter referred to as "the Project").

The Team held a series of discussions with the Government of Autonomous Department of Santa Cruz (hereinafter referred to as "Department of Santa Cruz"), the Municipalities of Santa Cruz Metropolitan Area (hereinafter referred as "MSCMA") and officials of concerned organizations to develop the draft of Record of Discussions and a detailed plan of the Project. Both sides hereby confirm the results of the discussions described on the attachment.

This Document is written in English and Spanish versions, if any doubt arises on the contents of it the English version shall prevail.

Santa Cruz de la Sierra, October 5th, 2015

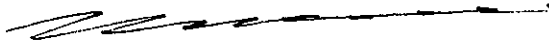
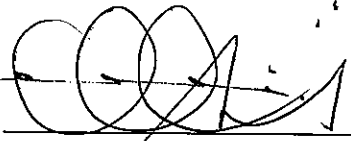



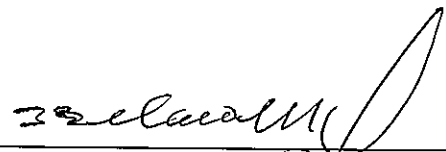
Ruben Costas Aguilera
Governor
Government of Autonomous
Department of Santa Cruz

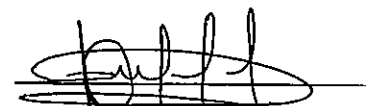



Kazumasa SANUI
Leader
Detailed Planning Survey Team
Japan International Cooperation
Agency

Witness

 _____	 _____
Percy Fernandez Añez Mayor Municipality of Santa Cruz de la Sierra	Wilfredo Añez Carrasco Mayor Municipality of Cotoca

 _____	 _____
Gerardo Paniagua Vidal Mayor Municipality of El Torno	Jorge Morales Encinas Mayor Municipality of La Guardia

 _____	 _____
Julio Cesar Carrio Melgar Mayor Municipality of Porongo	Mario Cronenbold Aponte Mayor Municipality of Warnes

ATTACHMENT

1. Target area of the Project

The Autonomous Governments in Santa Cruz Metropolitan Area (hereinafter referred to as “Bolivian side”) and JICA side agreed the target area of the Project is the Santa Cruz Metropolitan Area that is defined by PDOT (Plan de Departamental Ordenamiento Territorial) which includes Municipalities of Santa Cruz de la Sierra, Cotoca, El Torno, La Guardia, Porongo, and Warnes.

Bolivian side explained the possibility of the consolidation of the Municipality of Okinawa to Santa Cruz Metropolitan Area. In that case, Municipality of Okinawa will be covered as a part of the target area.

2. Title of the Project

Both sides agreed that it is necessary to change the title of the Project “Urban Transport Improvement Master Plan Project for Santa Cruz de la Sierra Metropolitan Area ” to “Transport Improvement Master Plan Project for Santa Cruz Metropolitan Area”.

3. Key issues of the Project

a) Key concept

In the preliminary survey, JICA finds the improvement of mobility and connectivity are key agenda for sustainable growth of the Metropolitan Area. In this line, both sides agreed the Project highlights two components as follows,

- Study of connectivity between the center and the suburban outskirts in the entire Metropolitan Area including optimization of arterial road network, enhancement of commuter transport combined with transit oriented development (TOD).
- Study for the improvement of mobility in the heart of the Metropolitan Area including assessment of effectiveness of traffic control, transport demand management (TDM) and enhancement of non-motorized transport (NMT).

b) Transport system harmonized with land use

The Team suggested that a key of sound transport system is to harmonize with appropriate land use. According to JICA's preliminary survey, unauthorized land developments, mainly residential land developments, are observed outside of urbanization area which makes transport development difficult. The Team insisted necessity to strengthen land use management by the governments of Department of Santa Cruz and MSCMA in order to avoid urban sprawl and encourage healthy growth of urban area.

4. Project Implementing System

In order to address the above-mentioned issues properly, participation of relevant agencies and its coordination have to be strongly encouraged. The participation of the MSCMA is critical for successful transport planning and its realization afterwards.

The authorities of land use in the Department of Santa Cruz and the municipalities should be invited to the Project to secure appropriate maintenance of the existing land use plan in accordance with the transport improvement master plan (hereinafter referred to as "M/P").

Both sides confirmed that the project implementing system should be as described in the attached draft of Record of Discussion.

5. Authorization and implementation of the M/P

Bolivian side committed with sincerity to authorize and effectuate the M/P to realize its implementation.

6. Interim products of the Project

Bolivian side requested the Team to provide interim products for the purpose of their annual budgetary planning and quick implementation of the M/P, which are;

- Development scenario, strategy and target based on review and analysis of existing conditions by the end of August, 2016,
- Advance outline of the M/P by the end of December, 2016.

In tandem with the above, Bolivian side committed to do any logistic support they could for the Project.

The Team responded that it will expedite JICA's official procedures to commence the Project at earliest possible time and requested Bolivian side to take proactive engagements to realize their request.

7. Harmonization with planned Projects and Studies

- Municipality of Santa Cruz de la Sierra shared the Team that the budget of the F/S for urban train is approved by central government and it is going to implement the study. Both sides agreed the F/S and the Project need to be harmonized. Bolivian side confirmed to coordinate between both of them.
- The Team has been informed that a Project of an inter-municipal train (Montero-Warnes-Santa Cruz de la Sierra) will be executed in the near future. The Bolivian Side has committed to give all available information to the team about it in order to harmonize it with the M/P.

8. Strategic Environment Assessment (SEA)

The Team explained that the Project be conducted in line with JICA's Environmental and Social Consideration Guideline. It stipulates to conduct SEA as a necessary step for planning which includes stakeholders' participation and so on.

ANNEX 1: RECORD OF DISCUSSIONS (Draft)

DRAFT

RECORD OF DISCUSSIONS

ON

TRANSPORT IMPROVEMENT MASTER PLAN PROJECT
FOR SANTA CRUZ METROPOLITAN AREA

IN

THE PLURINATIONAL STATE OF BOLIVIA
AGREED UPON BETWEEN
THE MINISTRY OF PLANNING AND COORDINATION,
THE GOVERNMENT OF AUTONOMOUS DEPARTMENT OF SANTA
CRUZ,
THE GOVERNMENTS OF THE AUTONOMOUS MUNICIPALITIES OF
SANTA CRUZ METROPOLITAN AREA

AND

JAPAN INTERNATIONAL COOPERATION AGENCY

Santa Cruz de la Sierra, [date]

Mika YAMAMOTO
Chief Representative,
Bolivia Office
Japan International Cooperation
Agency (JICA)

Ruben Costas Aguilera
Governor
Government of Autonomous
Department of Santa Cruz
Plurinational State of Bolivia

Harley Rodriguez
Vice Minister
Vice Ministry of Public Investment
and Public Finance
Plurinational State of Bolivia

Witness

Percy Fernandez Añez
Mayor
Municipality of Santa Cruz de la
Sierra

Wilfredo Añez Carrasco
Mayor
Municipality of Cotoca

Gerardo Paniagua Vidal
Mayor
Municipality of El Torno

Jorge Morales Encinas
Mayor
Municipality of La Guardia

Julio Cesar Carrio Melgar
Mayor
Municipality of Porongo

Mario Cronenbold Aponte
Mayor
Municipality of Warnes

The Ministry of Planning and Coordination, the Autonomous Governments (hereinafter referred to as “Bolivian side”) and JICA side agreed the details of the Project as described in the Appendix 1 and the Appendix 2 respectively.

Both parties also agreed that the Government of Department of Santa Cruz (hereinafter referred to as “Department of Santa Cruz”) and the Municipalities in the Metropolitan Area, the counterparts to JICA (hereinafter referred to as “MMA”), will be responsible for the implementation of the Project in cooperation with JICA, coordinating with other relevant organizations and ensure that the self-reliant operation of the Project is sustained during and after the implementation period in order to contribute toward social and economic development of Bolivia.

The Project will be implemented within the framework of the Agreement on Technical Cooperation signed on March 22th, 1978 (hereinafter referred to as “the Agreement”) and the Note Verbales July 14th, 2015 exchanged on between the Government of Bolivia (hereinafter referred to as “GOB”) and the Government of Japan (hereinafter referred to as “GOJ”).

This Document is written in English and Spanish, both versions are equally official, The English text shall prevail in case any discrepancy arises in interpretation.

Appendix 1: Project Description

Appendix 2: Minutes of Meeting on Detailed Planning Survey for Transport Improvement Master Plan Project for Santa Cruz Metropolitan Area

PROJECT DESCRIPTION

Both parties confirmed that there is no change in the Project Description in the minutes of meeting for Detailed Planning Survey on the Project signed on [date] (Appendix 2).

I. BACKGROUND

Santa Cruz Metropolitan Area is the second largest urban area and economic center of Bolivia. The population of the area is approximately 1.8 million and increasing in rapid pace as much as 2.4 percent.

Due to increase of population and vehicles, Santa Cruz Metropolitan Area is facing various transport issues, such as traffic congestions, insufficient service of public transport and traffic accidents. In addition, limited capacity of urban drainage causes submersion on the road which make traffic condition worse.

Metropolitan area is low density on the whole. Low-rise buildings are dominant even in the Central Business District, as urban area is expanding to outskirts where newly developed as residential area. Urban sprawl is proceeding in the backdrop that land use management does not function well. This fact makes it difficult to create effective transport system.

In this background, the Government of Bolivia requested to the Government of Japan for formulation of transport master plan for Santa Cruz Metropolitan area.

II. OUTLINE OF THE PROJECT

1. Title of the Project
Transport Improvement Master Plan Project for Santa Cruz Metropolitan Area
2. Target Area
Santa Cruz Metropolitan Area
(Municipality of Santa Cruz de la Sierra, Cotoca, El Torno, La Guardia, Porongo and Warnes)
3. Target Year
Target year of the Transport Improvement Master Plan (hereinafter referred to as "M/P") is 2035.
4. Expected Goals which will be attained by utilizing the Proposed Plan
To improve transport condition in Santa Cruz Metropolitan Area

5. Outputs
 - (a) M/P for Santa Cruz Metropolitan Area
 - (b) Technical transfer to formulate M/P

6. Activities
 - (1) Review and analysis of the current situation
 - (2) Review of the policy, related plans and social economic data
 - (3) Review of existing rules and regulations and to analyze existing plans
 - (4) Review of the existing infrastructure and facilities
 - (5) Review and analysis of socio-economic condition
 - (6) Analysis of development potential, challenges and constraints toward future development in Santa Cruz Metropolitan Area
 - (7) Implementation of Traffic Survey
 - (8) Setting socio-economic framework and future demand forecast
 - (9) Analysis by preparing alternative development scenarios
 - (10) Formulation of integrated development strategy
 - (11) Conducting Strategic Environmental Assessment
 - (12) Formulation of Structure plan
 - (13) Revision of existing plans including Land use
 - (14) Formulation of M/P
 - (15) Evaluation of M/P including socio-economic analysis
 - (16) Analysis of institutional arrangement, legal framework for planning and implementation of M/P
 - (17) Human resource development through technical transfer of M/P
 - (18) Holding seminars to share the progress and results of the Project

7. Input
 - (1) Input by JICA
 - (a) Dispatch of Mission

Assignment of principal members of the mission

 - 1) Urban Transport (Team Leader)
 - 2) Urban Plan/ Land Use Analysis
 - 3) Road Transport Plan
 - 4) Public Transport
 - 5) Transport Demand Model Analysis
 - 6) Transport Economy
 - 7) Public Private Partnership
 - 8) Sewerage System
 - 9) Institutional System/ Capacity enhancement
 - 10) Strategic Environmental and Social Assessment
 - (b) Training in Japan or third country

Input other than indicated above will be determined through mutual consultations between Bolivian side and JICA during the implementation of the Project, as necessary.

(2) Input by Bolivian side

Bolivian side will take necessary measures to provide at its own expense:

- (a) Services of counterpart personnel and administrative personnel as referred to in II-8;
- (b) Suitable office space with necessary equipment;
- (c) Supply or replacement of machinery, equipment, instruments, vehicles, tools, spare parts and any other materials necessary for the implementation of the Project other than the equipment provided by JICA;
- (d) Means of transport and travel allowances for members of the JICA missions for official travel within Bolivia;
- (e) Suitable furnished accommodation for members of the JICA missions and their families;
- (f) Information as well as support in obtaining medical service;
- (g) Credentials or identification cards;
- (h) Available data (including maps and photographs) and information related to the Project;
- (i) Running expenses necessary for the implementation of the Project;
- (j) Expenses necessary for transportation within Bolivia of the equipment referred to in II-7 (1) as well as for the installation, operation and maintenance thereof; and
- (k) Necessary facilities to members of the JICA missions for the remittance as well as utilization of the funds introduced into Bolivia from Japan in connection with the implementation of the Project

8. Implementation Structure

The project organization chart is given in the Annex 1. The roles and assignments of relevant organizations are as follows:

(1) Bolivian side

(a) Project Director

The Project Director will be responsible for overall administration and implementation of the Project.

(b) Project Manager

The Project Manager will manage implementation of the Project.

(2) JICA Mission

The member of JICA missions will give necessary technical guidance, advice and recommendations to Bolivian side on any matters pertaining to the implementation of the Project.

(3) Steering Committee

Steering Committee (hereinafter referred to as "S/C") will be established for decision making of the Project and facilitation of inter-organizational coordination. S/C will be held when the JICA missions submit the reports and/or whenever deems it necessary. A list of proposed members of S/C is shown in the Annex 1.

(4) Technical Working Group

Technical Working Group (hereinafter referred to as “TWG”) will be established in order to discuss to provide technical input and promote the coordination between relevant organizations and JICA missions. TWG will be held whenever deems it necessary, and hold workshops in order to monitor the progress of the Project. A list of proposed members of TWG is shown in the Annex 1.

9. Duration

The Project will be carried out for eighteen (18) months from the arrival of the first mission.

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Project Period																		
S/C	▲				▲						▲						▲	▲
Reports	▲ IC/R				▲ PR/R						▲ IT/R						▲ DF/R	▲ FR

10. Reports

JICA will prepare and submit the following reports to the SOPOT in Spanish and English versions, if any doubt arises on the contents of it the English version shall prevail.

- (1) 22 hard copies and a soft copy of Inception Report at the commencement of the first work period in Bolivia
- (2) 22 hard copies and a soft copy of Progress Report at the time about five(5) months after the commencement of the first work period in Bolivia
- (3) 22 hard copies and a soft copy of Interim Report at the time of eleven (11) months
- (4) 22 hard copies and a soft copy of Draft Final Report at the end of the last work period in Bolivia
- (5) 22 hard copies and a soft copy of Final Report within one(1) month after the receipt of the comments on the Draft Final Report

11. Environmental and Social Considerations

Bolivian side will abide the ‘JICA Guidelines for Environmental and Social Considerations’ in order to ensure that appropriate considerations will be made for the environmental and social impacts of the Project.

III. UNDERTAKINGS OF BOLIVIAN SIDE

The Bolivian Government and the Department of Santa Cruz and the MMA Area will take necessary measures to:

- (1) ensure that the technologies and knowledge acquired by the Bolivia nationals as a result of Japanese technical cooperation contributes to the economic and social development of Bolivia, and that the knowledge and experience acquired by the personnel of Bolivia from technical training as well as the equipment provided by JICA will be utilized effectively in

- the implementation of the Project; and
- (2) grant privileges, exemptions and benefits to members of the JICA missions referred to in II-7 above and their families, which are no less favorable than those granted to experts and members of the missions and their families of third countries or international organizations performing similar missions in Bolivia.

Other privileges, exemptions and benefits will be provided in accordance with the Agreement and Note Verbales between the GOJ and the GOB.

IV. MONITORING AND EVALUATION

JICA will conduct the following evaluations and surveys to verify how the proposed plan is utilized and draw lessons. The Bolivian side is required to provide necessary support for them.

1. Ex-post evaluation three (3) years after the project completion, in principle
2. Follow-up surveys on necessity basis

V. PROMOTION OF PUBLIC SUPPORT

For the purpose of promoting support for the Project, SOPOT will take appropriate measures to make the Project widely known to the people of Bolivia.

VI. MISCONDUCT

If JICA receives information related to suspected corrupt or fraudulent practices in the implementation of the Project, Bolivian side will provide JICA with such information as JICA may reasonably request, including information related to any concerned official of the government and/or public organizations of Bolivia.

Bolivian side will not, unfairly or unfavorably treat the person and/or company which provided the information related to suspected corrupt or fraudulent practices in the implementation of the Project.

VII. MUTUAL CONSULTATION

Bolivian Side and JICA will consult each other whenever any major issues arise in the course of Project implementation.

VIII. AMENDMENTS

The record of discussions may be amended by the minutes of meeting between JICA and SOPOT.

The minutes of meeting will be signed by authorized persons of each side who may be different from the signers of the record of discussions.

Annex 1 Project Organization Chart

Project Organization Chart

