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CITY OF CAPE TOWN

CONTRACT NO: 399Q/2022/23

PROJECT: CONSTRUCTION OF CIVIL ENGINEERING SERVICES – ELSIES RIVER INFILL HOUSING PROJECT – 724 ERVEN

**COMPULSORY CLARIFICATION MEETING ON FRIDAY, 30TH OF JUNE 2023
STARTING TIME 10H00.**

1. ATTENDANCE:

Mr Norman van der Merwe (NvdM) welcomed all present and introduced the parties involved.

1.1 Present

WEC-Consult:	Mr Norman van der Merwe	(norman@wec-consult.co.za)
	Mr Francois du Toit	(dutoit@wec-consult.co.za)
City of Cape Town:	Mr Neil Williams	(NeilNeville.Williams@capetown.gov.za)
	Mr Douglas Norman	(Douglas.Norman@capetown.gov.za)
	Ms Noluyolo Ngwilikane	(Noluyolo.Ngwilikane@capetown.gov.za)
Moore's:	Ms Kathy Ziehl-Roux	(kathy@kzrconsulting.co.za)
	Mr Sivo Gikani	(sivo@moorefs.co.za)

1.2 Contractors and Suppliers

See attached Attendance Register.

1.3 Tender Documents

Interested contractors collected bid documents from the Tender Distribution Offices, 2nd Floor, Civic Centre, 12 Hertzog Boulevard, Cape Town. Documents could be collected from Thursday, 15th of June 2023, during working hours 08:30 – 15:00. A non-refundable fee of R 300-00 (Three Hundred Rand) for each set of documents, payable to the City of Cape Town, was required on collection of the bid documents.

2. THE EXTENT OF THE WORK INCLUDE:

The scope of the project is to construct the following A-Grade Internal Civil Engineering Services:

- **Roads:**
 - o Asphalt surfaced roads: 3m wide in 6m Reserves; 5m wide in 8m Reserves; 5.5m wide in 10m Reserves; & 6.4m wide in 12m Reserves
 - o Kerbs: MK10 & CK5 edge beams, BK2 & BK2/C1 for bell mouths.

- Layer works:
 - Surfacing: 40mm Medium continuously Grade Asphalt (CCC Type, 50/70 Binder)
 - Base Layer: 150mm Base (G4) compacted to 98% MOD AASHTO
 - Subbase Layer: 150mm Subbase (G5) compacted to 95% MOD AASHTO
 - Subgrade: 150mm Selected layer (G7) compacted to 93% MOD AASHTO
 - Roadbed: 150mm In-situ Material Ripped & Recompacted to 93% MOD AASHTO
- Road markings & Signage: To comply with SARTSM. Including speed humps & mid-block pedestrian crossing.
- Sidewalks: Sidewalks not included in this tender.
- Ducts: 110mm & 160mm diameter uPVC Class 34 ducting sleeves, incl. markers
- **Stormwater:**
 - Piped stormwater conduits: 300mm, 375mm, 450mm & 600mm diameter Class 100D
 - Double-grid inlet catchpits for: 300mm diameter Class 100D conduits
 - Shallow & Deep Manholes for: 1m, 1.25m & 1.5m diameter chambers.
 - Headwalls for: 375mm, 450mm & 600mm diameter Class 100D conduits
 - Two stormwater detention facilities including multi-stage outlet structures, low flow channels & gabion retaining walls.
 - Connections to: Existing manholes, pipelines & culvert
- **Water Supply:**
 - Watermains: 110mm & 250mm diameter uPVC Class 12 pipes
 - Fire Hydrants: on 110mm diameter watermains
 - Valves: on 110mm & 250mm diameter watermains
 - Bends: on 110mm & 250mm diameter watermains, Material: Cast/Ductile Iron, with Spigot & Socket Rubber Ring Joints
 - Erf Connections: 20mm/25mm diameter HDPE Class 12, 724 residential erf connections (733 total)
- **Sewer/Sanitation Reticulation:**
 - Sewer Pipelines: 160mm & 315mm diameter uPVC Class 34 pipes
 - Manholes: Deep & shallow - 1m diameter
 - Erf connections: 110mm diameter Class 34 uPVC, 724 residential erf connections

3. TENDER DOCUMENT

NvdM highlighted the following, before going through the tender document:

- All informed that this was a compulsory meeting.
- WEC-Consult will act as Engineer in the interim.
- IQ Vision has been appointed as the new Principal Agent and WEC will, under their management, assume the duties of the Engineer.
- This is a civil-services only project – sidewalks, top structures and electrical services will be done under separate contracts.
- The project will be funded from grant subsidy funding.
- Tenderers were informed about the poor socio-economic conditions of the area, gangs and gang violence, etc.
- Contract duration is 22 months.

a) Tender Notice:

- Pg.2: Tender advertised on 15th of June 2023 and closes on 18th of July 2023.

b) Tender Data

- Pg.5: NTT will be issued advising on details of new Principal Agent.

- Pg.7: 8CE grading was noted.
- Pg.7: NvDM noted the CoCT compliance conditions.
- Pg.8: No functionality, however eligibility requirements as condition.
- Pg.8: Work experience of tenderer – 1 x 250-unit Grade A services contract with Practical or Completion certificate to be provided as proof of evidence – tenderers to provide only projects related to Grade A civil services.
- Pg.8: Key Personnel – CM & SA (Construction Manager as per GCC) – note requirements.
- Pg.14: Preferential Procurement Regulations – attention drawn to points and proof of evidence tables.

c) Returnable Documents

- Provisional cashflow and programme will be required to be submitted.
- Pg.86: Schedule 9 – Schedule of work experience – all details to be submitted as per the table.
- Pg.89: Schedule 12 – to be completed in detail as per the requirements of the schedule – note CV's to be attached.
- Pg.94 & 95: proposed work plan/ programme and cashflows to be provided.
- Pg.104: Preferential Procurement – points table – this is most likely going to be a 90/10 evaluation and tenderers to claim under the correct column.

4 GENERAL

- Pg.110: Portions of the project (Portion 1 and Remainder) was highlighted (refer to Locality Layout).
- Pg.114: Rain delays and penalties highlighted.
- Pg.115: Contract Price Adjustment (CPA) highlighted.
- Pg.131: Community Liaison Officers: highlighted that three (3) separate CLOs would need to be appointed for this project with Base Rate given.
- Pg.191: Labour (& Sub-Contract) Reports to be submitted with Payment Certificates.
- Pg.192: Job opportunity criteria should be used as a guide.
- Pg.193: Targeted labour areas highlighted as Wards 25 and 42, City of Cape Town.
- All queries to be submitted to Neil Williams – neilneville.williams@capetown.gov.za
- BOQ must be filled in by hand in the tender document – tenderers can however use the excel BOQ on the flash drive to do prep work and carry over the totals to the tender document – in writing. The excel BOQ can be submitted with the document.
- The handwritten completed BOQ is to ensure the integrity of the document and item descriptions and that no changes are/were made to item descriptions.
- Items for site safety has been included in the P&G section.
- NTT will be issued as per City directive w.r.t. to lodging an appeal against the award of the BAC – an administrative fee of R 300 will be payable – NTT to be issued.
- BOQ: Rates and amounts must be checked and correctly filled in.
- Signing of Form of Offer MUST be done.
- All security companies, personnel, etc. must be registered with PSIRA.

5 QUESTIONS FROM CONTRACTORS

- Pg.121: Base month for bitumen to be June 2023 and not May 2023 – NTT to be issued.
- Structures on site: there are no structures on any of the sites.
- Tenderers requested separate bills for each site: Revised BOQ with quantities per site will be issued to assist with completing the BOQ in the Tender document – NTT to be issued.

6 ON-SITE VISITS

- The tenderers were again informed of the importance of site security and to price the items accordingly.
- The P&G item related to fencing – razor wire fence along the perimeter of each site, static guards, importance of CCTV cameras, etc are included.
- Sites 1 & 8 – bulk SW culvert on site noted to tenderers.
- Site 3 – retention pond position pointed to all.
- Site 3 – large tree pointed out and will have to be removed.
- Site 4 – retention pond position pointed out to all.
- Site 5 – requires extensive filling.
- Site 5 – illegal dumping taking place on the site – tenderers will be required to clear the site – CoCT is currently doing refuse removal on the site.
- Engineer will provide information to better describe the movement, requirement, etc of fill between sites – to be included in NTT.
- Tenderers were informed that the work will be done in a residential area – access to be looked at in terms of delivery of materials, carting of fill, etc.
- A garden was noted on Site 4 – the “owners of the garden were approached and informed of the impending project and the garden will need to be removed – done by PM.

7 CLOSING

The 6 site locations were visited after the clarification meeting.

8 NOTICE TO TENDERERS (NTT)

The following items are planned to be included in the NTT:

- Change in Employer’s Agent.
- Change in base month for special materials.
- Appeals administrative fee of R 300.00 now applicable.
- BOQ: Revised bulk earthworks, breakdown of retaining wall items, and fencing gate widths.
- BOQ: Revised Electronic format of latest revision with quantities per site indicated.

ATTENTION: Neil Williams

Email: NeilNeville.Williams@capetown.gov.za

ACKNOWLEDGEMENT OF RECEIPT:
MINUTES OF CLARIFICATION MEETING

**CONTRACT NO: 399Q-2023/23: CONSTRUCTION OF CIVIL ENGINEERING SERVICES –
ELSIES RIVER INFILL HOUSING PROJECT – 724 ERVEN**

I,

OF COMPANY

hereby acknowledge receipt of the:

1. Minutes of the Clarification meeting (4 pages)
2. Attendance Register (4 pages)
3. Addendum (NTT1) to Tender Document (16 pages)
4. Revised Electronic version of BOQ (Revision 1)

I undertake to take into account the contents thereof in submission of the tender for this contract.

Signed :

Date :

This acknowledgement of receipt **MUST** be mailed to Neil Williams
(NeilNeville.Williams@capetown.gov.za) immediately upon receipt thereof.

A signed copy of these minutes **MUST** also be submitted with the tender. Failure to do this may prejudice the tender as being an incomplete tender and it may be rejected.