

MINUTES OF THE COMPULSORY BRIEFING SESSION ON THE 21 MAY 2025, AT 11H00 AM

29 Wolmarans Street or 206 Smit Street and surrounded by Harrison and Loveday Streets in Braamfontein Eskom Building 16

HDA EMPLOYEES IN-ATTENDANCE

Mxolisi Zondo (MZ)
Solly Kekana (SK) –
Amos Mahlulo (AM)
Katlego Nkomo (KN)

Item	Agenda	Committee Discussion	Outcome	Action by
1.	Welcome and Introductions	MZ welcomed everyone to the meeting and introduced everyone.		MZ
2.	Agenda to be adopted and minutes for approval	<ul style="list-style-type: none"> Agenda for 10 March 2025 	Adopted	All
3.	Matters Arising	Discussions		Action by / To do
ITEM 1	Technical presentation	<p>Presenter: KN</p> <ul style="list-style-type: none"> Background of Project. <p>Eskom Holdings previously owned the Eskom Centre situated in Braamfontein. The building is now owned by the Housing Development Agency, which intends to convert the office block into a social housing or affordable rental development.</p> <p>The construction of the building was completed in November 1958, rendering the building 67 years old to date. As a result, the building may have reached its design lifespan. The building measures 17 floors, at a height of 61.24 metres and underground basements of 13.6 metres.</p> <p>Purpose</p> <p>The purpose of this terms of reference is to appoint a suitably qualified and experienced multi-disciplinary Professional Service Provider (PSP) to undertake detailed building assessments, planning, design, procurement documentation, implementation and close-out for the development of social housing units or affordable rental project on the former Eskom building in Braamfontein.</p> <p>Key Project Considerations</p>	<p>THE BSC SUPPORTED:</p> <p>APPOINTMENT OF A RECRUITMENT AGENCY TO ASSIST THE HDA IN THE SOURCING AND RECRUITING OF EXECUTIVES AND PERSONS WITH SPECIALIST SKILLS, AS AND WHEN REQUIRED, FOR A PERIOD OF TWENTY-FOUR MONTHS</p>	KN

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		<p>The key development considerations relating to the site and its surroundings, according to site inspections conducted by the HDA are as follows:</p> <ul style="list-style-type: none"> • The building has been vacant since Eskom moved its offices to Sunninghill, but it was still under their maintenance. • The building is subject to a servitude for five (5) transformers, which were previously owned by Eskom. However, these transformers were stripped and stolen, leaving the building without power supply. • Electrical reticulation of the building consists of two (2) main power suppliers namely Eskom supply and City Power supply. Eskom's supply was designed to supply the entire building with five (5) by 6.6kv power transformers and the City Power was supplying the other wing with 6.6kv power that also supplies the emergency power to one of the lifts. • Most medium voltage cables that supply power to switchgears have been cut off and copperbars have been stolen. Busbars from all transformers that distribute power from switchgear to all distribution boards in the building were all stolen and there is nothing left to distribute power from switchgear to the entire building. • With no power supply, the building has since been vandalised, and all electrical and mechanical works have been stripped including motors and pumps used to manage the rising groundwater at the basements. • Due to vandalism that has occurred, the basements were flooded for a prolonged period, which required the HDA to periodically dewater the two (2) bottom basements. • For dewatering to take place, the HDA has provided a temporary solution to power the basements and fix the pumps in the basements. The electrical engineer from this appointment is to assess the work done and provide a suitable and sustainable solution to power supply the entire building. • Overtime, there were instances of water seepage from the internal walls, not necessarily on the basement walls but on the lifts as well. Hence, the need to conduct leakage detection inspections on the building. Leakage detection has been done with the assistance of City of Johannesburg engineers. This attempt has not resulted in proper identification of the problem or the root cause. • One (1) of the floors has a false floor, the appointed service provider is to take note and include it in the design considerations. • Waterproofing is old and worn out, water patches were observed on some sections of the soffit slab. 		
SCM Presentation		<p>Presenter: MZ</p> <p>MZ stated that the evaluation of bids would be done in three stages:</p> <p>Stage 1: Compliance Requirements</p>		MZ

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		<p>Bidders must comply with the following requirements and failure to comply will lead to immediate disqualification.</p> <p>Stage 1A- Mandatory Requirements</p> <p>If you do not submit the following documents your tender will be automatically disqualified:</p> <table><tr><th>No.</th><th>DESCRIPTION OF REQUIREMENT</th><th></th></tr><tr><td>a)</td><td>Description of requirement Proof of valid Professional Indemnity Insurance with ten (10) million rands (R10 000 000.00) per occasion for public liability insurance</td><td></td></tr><tr><td>b)</td><td>Structural Engineer – Project Leader<ul style="list-style-type: none">Certified Copy of Qualification: Bachelor of Science Engineering (Civil Engineering) or BTech in Civil Engineering: Structural Engineering.Valid Professional Registration Certificate: Engineering Council of South Africa<ul style="list-style-type: none">Letter of good standing issued by ECSACurriculum Vitae in line with paragraph 4 (Required Skills) Scope of Work</td><td></td></tr><tr><td>c)</td><td>Compulsory site briefing attendance</td><td></td></tr></table> <p>Stage 1B Basic Compliance</p> <p>If you do not submit the following <u>basic compliance</u> documents and should an award be made, these basic compliance documents must be made available within seven (7) days, failing which the award will be recalled.</p> <table><tr><th>No.</th><th>Description of requirement</th><th></th></tr><tr><td>a)</td><td>Letter of Good Standing: COID</td><td></td></tr><tr><td>b)</td><td>CSD Report</td><td></td></tr><tr><td>c)</td><td>Completion of ALL RFP documentation (includes ALL declarations required)</td><td></td></tr></table> <p>Stage 2: Technical / Functionality Requirements</p> <p>Interested bidders shall then be evaluated on functionality after meeting all compliance requirements outlined above. The minimum threshold for technical/functionality</p>	No.	DESCRIPTION OF REQUIREMENT		a)	Description of requirement Proof of valid Professional Indemnity Insurance with ten (10) million rands (R10 000 000.00) per occasion for public liability insurance		b)	Structural Engineer – Project Leader <ul style="list-style-type: none">Certified Copy of Qualification: Bachelor of Science Engineering (Civil Engineering) or BTech in Civil Engineering: Structural Engineering.Valid Professional Registration Certificate: Engineering Council of South Africa<ul style="list-style-type: none">Letter of good standing issued by ECSA Curriculum Vitae in line with paragraph 4 (Required Skills) Scope of Work		c)	Compulsory site briefing attendance		No.	Description of requirement		a)	Letter of Good Standing: COID		b)	CSD Report		c)	Completion of ALL RFP documentation (includes ALL declarations required)			
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		<p>requirements is 70% as per the standard Evaluation Criteria presented as per the table above. Bidders who score below this minimum requirement shall not be considered for further evaluation in stage 3.</p> <p>Summary of the technical / functional requirements are presented in table below:</p> <table><tr><th>Item</th><th>Criteria</th><th>Weight</th></tr><tr><td>1</td><td>Company Profile</td><td>5</td></tr><tr><td>2</td><td>Bidder’s work experience</td><td>35</td></tr><tr><td>3</td><td>Team composition and experience</td><td>50</td></tr><tr><td>5</td><td>Methodology and Approach</td><td>10</td></tr><tr><td></td><td>TOTAL</td><td>100</td></tr></table> <p>STAGE 3: PRICING AND SPECIFIC GOALS</p> <p>The following criteria will be used for points allocation for price and Specific Goals compliance on a 80/20 point system:</p>	Item	Criteria	Weight	1	Company Profile	5	2	Bidder’s work experience	35	3	Team composition and experience	50	5	Methodology and Approach	10		TOTAL	100		
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Questions		<p>1. Will drawings of the building be provided ? Yes Drawings will be sent to all those that attended todays briefing.</p> <p>2. AM Proposed that Questions be sent via email, because there are a lot of people and it is difficult for everyone to hear</p>																				
5.	CLOSURE	Meeting adjourned at 14h58																				

This is a true reflection of the discussions at the BSC meeting.


 Prepared by
 Mxolisi Zondo