

## **RISK MANAGEMENT - TECHNICAL**

**PROJECT DESCRIPTION:** ENVIRONMENTAL ASSESSMENT PRACTITIONER FOR DEPOT UPGRADE AT PAARDEN EILAND DEPOT

**END USER:** PRASA TECHNICAL RISK

### **1. OBJECTIVE OF THE PROPOSED PROJECT**

To ensure PRASA deliver an environmental compliant project by achieving the following:

- On time Environmental Assessments approvals
- Impacts and aspects register.
- Drafting and maintaining Environmental Management Plan for the project
- Review and approval of asbestos removal and disposal plan.
- Compliance with the Environmental Plan by means of expert advice.
- Regular audits and advise on corrective actions to be taken.
- Reporting and investigation of all Environmental incidents to relevant authority.
- As and when required environmental submittal to the RSR and or relevant authorities.
- Monitoring of Environmental plans until completion stage.
- Monitoring and review of environmental project risk assessment
- Submit close out reports.

## 2. SCOPE OF WORK AND AREAS OF FOCUS

The EAP (Environmental Assessment Practitioner) Agent Services are required to oversee all environmental-related activities until rehabilitation for the Paarden Eiland rolling stock depot upgrade project in the Western Cape.

The breakdown of the Scope per phase for this Project is as follows:

Scope Phase	Scope Description
	Environment
Design Phase	<ul style="list-style-type: none"> <li>• Environmental Screening and Scoping as per the project scope.</li> <li>• Prepare and Submit Applications to relevant Authority.</li> <li>• Prepare Public Participation documents and hold PP Meetings</li> <li>• Undertake Specialized Investigations – for WUL application.</li> <li>• Prepare draft Basic Assessment Report (BAR)</li> <li>• Prepare and submit final BAR</li> </ul>
Pre-Construction	<ul style="list-style-type: none"> <li>• Generate Environmental Management Program (EMPr) for duration of the Project.</li> </ul>
Construction	<ul style="list-style-type: none"> <li>• Draw Project Risk register (impact and Aspects)</li> <li>• Training and Induction</li> <li>• Environmental Monthly Inspections and Monitoring</li> <li>• Review Environmental Management Plan (EMP) for duration of the Project</li> <li>• Ensure Environmental Occurrence Management as per Environmental Management Plan (EMP).</li> <li>• Ensure Waste Management plan is in place.</li> <li>• Conduct Audits as per National Environmental Management Act and Environmental Authorization</li> <li>• Review compliance with the issued Environmental Authorization/permits and other Environmental Legislative requirements.</li> <li>• Attend monthly project progress meetings.</li> <li>• ECO on site once a week</li> </ul>

Scope Phase	Scope Description
	Environment
Rehabilitation	<ul style="list-style-type: none"> <li>Ensure rehabilitation of Construction site is done.</li> </ul>
	<ul style="list-style-type: none"> <li>Environmental Close-Out Report.</li> </ul>

Table 1

**a. Details On the Preferred Solution**

Environmental Assessment Practitioner services

**b. Scope of work for the Proposed Project**

- i. Pr EAP services
- ii. Pr EAP to be registered with SACNASP.
- iii. Conduct Screening and scoping for the project.
- iv. Draft site-specific Environmental Specifications.
- v. Apply and receive approved environmental permits (including water use)
- vi. Ensure compliance to the issued permits as per point iv above.
- vii. Generate Environmental Management Program (EMPr) for duration of the Project.
- viii. Draft and Review Risk Registers as an when required. (Impact and Aspects)
- ix. Assess the Contractors environmental Plan, which would be prepared based on the EMPr.
- x. Should the Environmental Plan not comply fully, the EAP will be required to direct the Contractor to make the necessary changes so that the approved Plan is compliant to the Specifications and other legislative requirements.
- xi. Conduct inductions on environmental activities as an when required.
- xii. Ensure that the said EMP complies with the EMPr and has addressed all the identified and likely hazards that would be encountered while performing the work and has included safe work procedures (method statements) to mitigate, reduce or control the hazards identified.
- xiii. Assist the contractor to ensure care is taken not to interfere or damage any services within the immediate environment through expert advice.

- xiv. Audit the Contractors' site monthly to ensure compliance to the agreed Environmental Plan, and that any Sub-contractors also comply with the agreed Plan. Furthermore, stop the Principal Contractor and or its Sub-contractor(s) should they not comply.
- xv. Attend Monthly Project Meetings and produce report for environmental issues prior to the meeting.
- xvi. Ensure that the Principal Contractor has corrected the defects reported in the Client's Monthly Inspection Audit.
- xvii. Ensure the entire construction site – i.e. campsite, laydown areas, adjacent areas, etc. are cleared and rehabilitated.
- xviii. Submit Close-Out Report at the end of the Project.

**c. Other related projects in the vicinity**

Depot fencing/walling

**3. TECHNICAL SPECIFICATIONS RELATED TO THIS PROJECT**

**3.1 TECHNICAL STAFF REQUIREMENTS – Mandatory requirements**

The appointed Environmental Company/organization will be required to provide qualified and experienced professional staff with the following minimum key professional expertise:

- a. EAP registered with Environmental Assessment Practitioners Association of SA (EAPASA) or S.A. Council for Natural Scientist Profession (SACNASP)  
With at least 3years post-graduation related experience  
With a BSC in Environmental management field
- b. Environmental control officer  
With at least 3years post-graduation related experience  
With National Diploma Environmental management field

**4. TIME FRAMES / PROGRAMS**

- a) Agent will be appointed for 30 months.
- b) The Purchase Agreement will be for a period of 30 months and will not exceed the contract value.
- c) The agreement will terminate, either when the 30 months or when the contract is complete, whichever comes first.
- d) Prices will be fixed for the duration of the contract period.

**5. Bill of Quantities – Annexure 1 (attached)**

**6. EVALUATION MATRIX – table 2 below**

- a. Supply us with your company's experience as per evaluation matrix below (table 3)
- b. Supply us with certified qualification and valid registration of all personnel (certification to not be older than 3 months prior to closing date of quotations)
- c. Supply us with referral letters of your completed works accompanied by issued Purchase Order/award letter.

**7. Mandatory requirements – failure to submit these will result in disqualification.**

- a) Provide CV and valid certified qualification copies of professional registration with South African Council for Natural Scientific Professions (SACNASP) and/or Environmental Assessment Practitioners Association of South Africa (EAPASA) for the Project Manager / Lead Individual who will be working on this project as an Environmental specialist (Environmental Assessment Practitioner) – as per 3.1 above.
- b) Provide CV and valid certified copies of qualifications for the Environmental Control Office as per item 3.1 above.

**NB: Please ensure you supply separate Teams if you are tendering for more than one Project.**

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No	Evaluation	Scoring	Returnable	Rating	Score weight
1	Provide a list of construction related Environmental Authorization (EA) application projects successfully conducted and completed by your company	One (1) construction related EA application projects successfully conducted and completed by your company	<p><b>Complete Table 3 below.</b></p> <ul style="list-style-type: none"> <li>Bidders are to provide details and signed reference letters (including project name and duration) for project(s) provided in table 3</li> <li>Reference letters to be on the referring company letter head.</li> </ul> <p>NB: The onus is on a bidder to ensure that the contact details and email addresses of the clients provided in table 3 are valid.</p> <p>Supporting PO/Award letter/Agreement to be attached to each reference letter.</p> <p>NB: Failure to provide corresponding reference letter(s) for the projects listed in Table 3 will lead to the disregard of those project(s).</p>	10	50
		two (2) construction related EA application projects successfully conducted and completed by your company		20	
		Three (3) related EA application projects successfully conducted and completed by your company		30	
		Four (4) related EA application projects successfully conducted and completed by your company		40	
		Five (5) or more related EA application projects successfully conducted and completed by your company		50	
3	Provide a list of related Water Use Licence Application (WULA) projects successfully conducted and completed by your company	Only 1 (one) related WULA projects successfully conducted and completed by your company	<p><b>Complete table 5 below.</b></p> <ul style="list-style-type: none"> <li>Bidders are to provide detailed and signed reference letters (including project name and duration) for project(s) provided in table 5.</li> </ul>	10	50
		Two (2) related WULA projects successfully conducted and completed by your company		20	
		Three (3) related WULA projects successfully conducted and completed by your company		30	



No	Evaluation	Scoring	Returnable	Rating	Score weight
		Four (4) related WULA projects successfully conducted and completed by your company	<ul style="list-style-type: none"> <li>Reference letters to be on the referring company letter head.</li> </ul> Supporting PO/Award letter/Agreement to be attached to each reference letter.  NB: Failure to provide corresponding reference letter(s) for the projects listed in Table 5 will lead to the disregard of those project(s).	40	
		Five (5) or more related WULA projects successfully conducted and completed by your company		50	
Total					100
Minimum Threshold	<b>The bidder to score a point in all the above sections to qualify as a winning bidder</b>				60

Table 2



**Table 3: Provide list of construction related Environmental Authorization (EA) application projects successfully conducted and completed by your company. (Attach the relevant PO/Award Letter/contractor document of each project completed)**

**Bidder Name:** \_\_\_\_\_

Item	Company/Project Name	Description on the project	Duration of the project	End Date (MM/YYY Y)	Value of Project in Rands	Contact Details of reference company		
						Contact Person	Telephone (land line)	email address
1								
2								
3								
4								
5								



**Table 4 Provide a list of construction related Water Use License Application (WULA) projects successfully conducted and completed by your company (Attach the relevant PO/Award Letter/contractor document of each project completed)**

**Bidder Name:** \_\_\_\_\_

Item	Company/Project Name	Description on the project	Duration of the project	End Date (MM/YYYY Y)	Project value (for WUL)	Contact Details of reference company		
						Contact Person	Telephone (land line)	email address
1								
2								
3								
4								
5.								

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