

19/1/9/1/68 TB(23) : APPOINTMENT OF A PROFESSIONAL CONSTRUCTION PROJECT MANAGER PRACTICE/ ARCHITECTURAL PRACTICE AS A LEAD CONSULTANT FOR THE PROVISION OF FULL MULTI-DISCIPLINARY PROFESSIONAL CONSULTANCY SERVICES IN ARCHITECTURE, CIVIL AND STRUCTURAL ENGINEERING, ELECTRICAL AND MECHANICAL ENGINEERING, QUANTITY SURVEYING AND CONSTRUCTION HEALTH AND SAFETY AGENT FOR WELLINGTON POLICE STATION: WESTERN CAPE PROVINCE

ACCEPTANCE

By signing this part of this form of offer and acceptance, the Employer identified below accepts the Tenderer's offer. In consideration thereof, the Employer shall pay the Professional Service Provider the amount due in accordance with the conditions of contract identified in the contract data. Acceptance of the Tenderer's offer shall form an agreement between the Employer and the Tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.

The terms of the contract, are contained in:

THE CONTRACT

Agreements and contract data

Form of offer and acceptance

Contract data

Letter of invitation

Conditions and annexures

Deviations from and amendments to the documents as well as any changes to the terms of the offer agreed by the Tenderer and the Employer during this process of offer and acceptance, are contained in the schedule of deviations attached to and forming part of this agreement. No amendments to or deviations from said documents are valid unless contained in this schedule

The Tenderer/ Bidder shall within two weeks after receiving a completed copy of this agreement, including the schedule of deviations (if any), contact the Employer's agent (whose details are given in the contract data) to arrange the delivery of any proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the contract data. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect, if delivered by hand on the day of delivery, or if delivered by courier within two working days after submission by the Employer to the courier services for a door-to-door delivery to the Tenderer/ Bidder, provided that the Employer notifies the Tenderer/ Bidder of the tracking number within 24 hours of such submission. Unless the Tenderer/ Bidder (now Professional Service Provider) within seven working days of the date of such submission notifies the Employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.

For the Employer:

Name of signatory	Signature	Date

Name of Organisation:	South African Police Service
Address of Organisation:	Supply Chain Management Private Bag X254 Pretoria 0001

WITNESSED BY:

Name of witness	Signature	Date

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*Any reference to words "Bid" or "Bidder" herein and/or in any other documentation shall be construed to have the same meaning as the words "Tender" or "Tenderer".

**Any reference to the words "payment reduction" herein shall be construed to have the same meaning as the word "retention"

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Schedule of Deviations

1.1.1. Subject: NONE
Detail:
1.1.2. Subject:
Detail:
1.1.3. Subject:
Detail:
1.1.4. Subject:
Detail:
1.1.5. Subject:
Detail:

By the duly authorised representatives signing this agreement, the Employer and the Tenderer agree to and accept the foregoing schedule of deviations as the only deviations from and amendments to the documents listed in the tender data and addenda thereto as listed in the tender schedules, as well as any confirmation, clarification or changes to the terms of the offer agreed by the Tenderer and the Employer during this process of offer and acceptance.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender documents and the receipt by the Tenderer of a completed signed copy of this Agreement shall have any meaning or effect in the contract between the parties arising from this agreement.

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*Any reference to words "Bid" or "Bidder" herein and/or in any other documentation shall be construed to have the same meaning as the words "Tender" or "Tenderer".

**Any reference to the words "payment reduction" herein shall be construed to have the same meaning as the word "retention"

For Internal & External Use

Effective date Jan. 2009

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CONTRACT DATA

Project title:	Request for Correct Contract Data (Annexure C) C1.2: for : APPOINTMENT OF A PROFESSIONAL CONSTRUCTION PROJECT MANAGER/PROFESSIONAL ARCHITECT AS A LEAD CONSULTANT FOR THE PROVISION OF FULL MULTI-DISCIPLINARY PROFESSIONAL CONSULTANCY SERVICES IN ARCHITECTURE, CIVIL AND STRUCTURAL ENGINEERING, ELECTRICAL AND MECHANICAL ENGINEERING, QUANTITY SURVEYING AND CONSTRUCTION HEALTH AND SAFETY AGENT FOR, WELLINGTON POLICE STATION: WESTERN CAPE PROVINCE

CONDITIONS OF CONTRACT

The contract will be based on the CIDB Standard Professional Services Contract issued by the CIDB (July 2009) (Third Edition of CIDB document 1014) – obtainable from www.cidb.org.za.

CONTRACT SPECIFIC DATA

The following contract specific data; amendments; additions; or omissions are applicable to this Contract.

CLAUSE	Contract Specific Data, Amendments, Additions and/or Omissions
1	The Employer is the Government of the Republic of South Africa in its department of South African Police Service . The period of performance is from inception of this contract until the Service Provider has completed all deliverables in accordance with the Scope of Works.
3.4 and 4.3.2	The authorized and designated representative of the Employer is the departmental project manager: M BALISO The address for receipt of communications is: Private Bag X 254, Pretoria 0001 Tel No : 012 349 6078 Cell No : 079 874 1614 E-MAIL : BalisoM@saps.gov.za Physical address : SAPS Programme and Project Management, 18 De Havilland Crescent, Perseuor Park, Lynnwood 0020 Postal address : Private Bag X254 Pretoria 0001
3.5	The services shall be executed in the Service Provider's own office, on the Project site and the office of the "Employer". No portion of the work may be performed by a person employed by the State. No portion of the work may be sublet to any other person or persons without the prior written approval of the Employer.
3.6 3.7	All information, documents, recommendations, programmes and reports collected or compiled must be regarded as confidential and may not be communicated or made available to any person outside the Employer's service and may not be published either during the currency of this Contract or after termination thereof without the prior written consent of the Employer.

3.11.1	<p>Period of Performance shall be sub dividable in separate target dates according to the programme to be submitted in terms of clause 3.14 hereof.</p> <p>A penalty amount of 0.1% of the contract amount will be applicable per target date, after which termination of the contract will be considered.</p>
3.14	<p>Programme:</p> <p>A programme for the performance of the Service shall be submitted by the Service Provider, identified as the principal agent, to the departmental project manager, within a period of two (2) weeks following the briefing (handing over) meeting.</p> <p>The programme will be the result of the coordination of all appointed Service Providers' preliminary programmes submitted with their respective tenders and shall be in sufficient detail describing key milestones events and activities linked to the fastest realistic time frames in which the Service can be delivered. Milestones and events are to be listed based on the Terms of Reference described in the various appointed Service Providers' tender documents and presented in bar chart format. No milestones may at the coordination stage be extended beyond the time frames outlined in the preliminary programmes of the various appointed Service Providers without acceptable reasons. The programme thus compiled and presented by the principal agent must be counter-signed by all appointed Service Providers as proof that programme was agreed upon by all during the said coordination action.</p> <p>The Employer retains the right to negotiate such submitted programme with the principal agent in consultation with the appointed Service Providers if required to promote the interest of the project.</p> <p>Project Execution Plan (PEP):</p> <p>A PEP for the performance of the Service shall be submitted by the Service Provider, to the departmental project manager within a period of two (2) weeks following the briefing meeting.</p> <p>In the event of the Employer not being satisfied with the submitted PEP, the Parties will negotiate in good faith towards a PEP that will be agreeable to both. Such an agreed-upon PEP will form the basis for the management of the appointment and remuneration purposes. Should circumstance change from the initial briefing, the Service Provider and the Employer will negotiate a revised PEP to satisfy such change(s). Should the Parties fail to reach agreement on the PEP or revised PEP, the matter will be dealt with in terms of clause 12.1.2 of the General Conditions of Contract. Should the mediation process fail, the Contract will be deemed to have been mutually terminated and any reasonable fees accrued at that stage settled by the Employer.</p>
4.1.1	<p>Briefing meeting:</p> <p>The departmental project manager shall arrange a briefing meeting, compulsory for all appointed Service Providers, as soon as practicable after the appointment of the professional team, or after the appointment of the core members of the professional team required to commence with the Services if not appointed at the same time, during which meeting the departmental project manager, together with any supporting advisors, will verbally brief the professional team comprehensively regarding the requirements of the project and the scope of works and hand over, to the Service Providers, all documentation relevant to the execution of the Service.</p>
5.4.1	Professional Indemnity:
5.4.2	Refer to paragraph C1.17 of the Terms of Reference document.
5.5	<p>Service Provider's actions requiring Employer's prior approval:</p> <p>The Service Provider is required to obtain the Employer's prior approval in writing before taking any of the following actions:</p> <ol style="list-style-type: none"> 1. Deviate from the final clause 3.14 programme; 2. Deviate from the programme (delayed or earlier); 3. Deviate from or change the scope of work; 4. Change key personnel on the service.
8.1	<p>Commencement of Services</p> <p>The Professional Service Provider shall, save as may be otherwise provided in the Contract or be legally or physically impossible, commence executing the Works within 14 days calculated from the date the Professional Service Provider is appointed.</p>

8.4

8.5

Termination and/ or Deferment

The Department reserves the right to terminate this appointment or temporarily defer the work, or any part thereof, at any stage of completion. The appointment, or any part thereof, shall be considered as having been terminated:

- ☐ if you are specifically so notified by the Department; or
- ☐ where the project is deferred or delayed for a period of longer than two (2) years due to reasons not attributable to yourself; or
- ☐ where the Department defers the project and instructions to resume or reinstate the work are not issued within two (2) years of the deferment instructions; or
- ☐ if instructions, necessary for you to continue with the work after a delay or deferment instruction, are not received from the Department within six(6) months after such instructions were requested by you.

Should the agreement between you and the Department, or any part thereof, be terminated by either of the parties due to reasons not attributable to yourself and notwithstanding the provisions of any published fee scale or regulation promulgated in this regard:

- ☐ you will be remunerated for the appropriate portion of the work completed, calculated in accordance with the agreed fee scale as set out in the Terms of Reference and based on the estimated cost of the project, or applicable part thereof, at the time of execution provided that:

- the estimate shall not exceed any cost limit(s) which you have agreed with the Department; or

- no termination levy or similar percentage levy figure will be paid by the Department as a result of the termination of the appointment, irrespective of any reference thereto in any published fee scale or regulation;

- ☐ you will be paid a surcharge equal to such losses (excluding future profits) and expenses as may have been caused by such termination of the agreement as can be substantiated by you.

After an instruction for the temporary deferment of the work is issued to you, or a delay occurs causing the deferment of the work to the project, an interim payment for the appropriate part of the work completed at that stage may be claimed. This shall be calculated in accordance with the agreed fee scale as set out in the Terms of Reference and based on the estimated cost of the project, or part thereof, at the time of execution provided that the estimate shall not exceed any cost limit(s) which you have agreed to with the Department.

Should the work to the project be reinstated or resumed without significant change:

- ☐ within a period of two (2) years from the date of a deferment, the fee paid in accordance with the preceding paragraph as an interim payment will be regarded as part payment of the final amount due, calculated on the estimated cost of the project or the appropriate part thereof;

- ☐ no fee shall be charged in respect of fluctuation in building costs during the period of deferment in respect of completed work and the balance of the fee due shall be calculated on the cost of the project;

- ☐ and should additional services be required from you following the reinstatement or resumption of the deferred work, remuneration for such additional services may be considered on a *quantum meruit* basis;

- ☐ the remuneration must be agreed in writing by the Department via the Departmental Project Manager before this work is undertaken.

Should it be necessary to remunerate you for a portion of the work, the estimated cost of such relevant part of the project shall be the estimate approved or an acceptable tender price received and accepted by the Department. The Department's decision regarding the value thereof is final and binding. Such estimated value shall exclude any allowances in respect of contingencies, contract price adjustments, plant and equipment.

Should the work, or any part thereof, be damaged or destroyed at any stage prior to the completion of the project due to operations of war, fire, storm, flood or other causes over which you could not reasonably have had control, and the work is reinstated, the Department shall pay you an additional fee to be negotiated at such time in accordance with the nature and scope of the professional services required.

8.4.3(c)	The period of suspension under clause 8.5 is not to exceed two (2) years.
9	<p>The Employer will become the owner of the information, documents, advice, recommendation and reports collected, furnished and/or compiled by the Professional Service Provider during the course of, and for the purposes of executing this Contract, all of which will be handed over to the Employer on request, but in any event on the termination and/or cancellation of this Contract for whatever reason. The Professional Service Provider relinquishes its retention or any other rights to which it may be entitled.</p> <p>The copyright of all documents, recommendations and reports compiled by the Professional Service Provider during the course of and for the purposes of finalising the Works will vest in the Employer, and may not be reproduced or distributed or made available to any person outside the Employer's service, or to any institution in any way, without the prior written consent of the Employer. The Employer shall have the right to use such material for any other purpose without the approval of, information or payment to the Professional Service Provider.</p> <p>The copyright of all electronic aids, software programmes etc. prepared or developed in terms of the Contract shall vest in the Employer, who shall have the right to use such material for any other purpose without the approval of, information or payment to the Professional Service Provider.</p> <p>In case of the Professional Service Provider providing documents, electronic aids, software programmes or like material to the Employer, the development of which has not been at the expense of the Employer, copyright shall not vest in the Employer. The Professional Service Provider shall be required to indicate to which documents, electronic aids, software programmes or like material this provision applies.</p> <p>The Professional Service Provider hereby indemnifies the Employer against any action, claim, damages or legal cost that may be instituted against the Employer on the grounds of an alleged infringement of any copyright or any other intellectual property right in connection with the Works outlined in this Contract.</p>
12.1.2	Interim settlement of disputes is to be by mediation.
12.2.1	In the event that the parties fail to agree on a mediator, the mediator is to be nominated by the president of the Association of Arbitrators (Southern Africa).
12.2.4 / 12.3.4	Final settlement is by litigation.

13.	<p>Liability</p> <p>In the case of your firm being a sole proprietor, the principal of the firm, with the acceptance of this bid, in his/her personal capacity, (i) accepts full liability for the due fulfilment of all obligations in respect of the above mentioned appointment; and (ii) hereby indemnifies the Department, and undertakes to keep the Department indemnified, for a period of ten (10) years beyond the issuing of the Final Approval Certificate/ Final Delivery Certificate (whichever is applicable), in respect of all actions, proceedings, liability, claims, damages, costs and expenses in relation to and arising out of the agreement and/or from the firm's intentional and/or negligent acts, errors and/or omissions in its performance on this appointment.</p> <p>In the case of your firm being a partnership consisting of only natural persons, the partners of the firm, with the acceptance of this bid, jointly and severally, in their personal capacity, (i) accept full liability for the due fulfilment of all obligations in respect of the abovementioned appointment; and (ii) hereby indemnify the Department, and undertakes to keep the Department indemnified, for a period of ten (10) years beyond the issuing of the Final Approval Certificate/ Final Delivery Certificate (whichever is applicable), in respect of all actions, proceedings, liability, claims, damages, costs and expenses in relation to and arising out of the agreement and/or from the firm's intentional and/or negligent acts, errors and/or omissions in its performance on this appointment. The principals of the firm, with the acceptance of this bid, also renounce the benefit of the <i>exceptionis non causa debiti, non numeratae pecuniae</i> and <i>excussionis</i> or any other exceptions which may be legally raised against the enforceability of this indemnification.</p> <p>In the event of your firm being a company, close corporation or any other enterprise with limited liability (including partnerships consisting of other than only natural persons), you must indemnify the Department as described in the Terms of Reference. The requirement that firms with limited liability hold Professional Indemnity Insurance (clause 5.4.1) is not intended to limit such firm's liability to the value of the Professional Indemnity Insurance held.</p>
13.1.3	All partners in a joint venture or consortium shall carry the same professional indemnity insurance.
13.4	Neither the Employer nor the Service Provider is liable for any loss or damage resulting from any occurrence unless a claim is formally made within 10 years from the date of termination or completion of the Contract.
13.5	The amount of compensation is unlimited.
13.6	The provisions of 13.6 do not apply to the Contract.
15.	In respect of any amount owed by the Service Provider to the Employer, the Service Provider shall pay the Employer interest at the rate as determined by the Minister of Finance, from time to time, in terms of section 80(1)(b) of the Public Finance Management Act, 1999 (Act No 1 of 1999).

PART C:
CONTRACT

Part C2:

Terms of Reference:

BID 19/1/9/1/68 TB(23)

**APPOINTMENT OF A PROFESSIONAL CONSTRUCTION PROJECT
MANAGER/ ARCHITECTURAL PRACTICE AS A LEAD CONSULTANT
FOR THE PROVISION OF FULL MULTI-DISCIPLINARY PROFESSIONAL
CONSULTANCY SERVICES IN ARCHITECTURE, CIVIL AND
STRUCTURAL ENGINEERING, ELECTRICAL AND MECHANICAL
ENGINEERING, QUANTITY SURVEYING AND CONSTRUCTION HEALTH
AND SAFETY AGENT FOR WELLINGTON POLICE STATION: WESTERN
CAPE PROVINCE**

NAME of BIDDER: _____

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SUID-AFRIKAANSE POLISIEDIENS



SOUTH AFRICAN POLICE SERVICE

ANNEXURE A

2023-06-19 Rev 6

WESTERN CAPE PROVINCE: NEW POLICE STATION AT WELLINGTON (CODE _____)

TERMS OF REFERENCE FOR THE APPOINTMENT OF

(Mark box with X where applicable)

☐ CONSTRUCTION PROJECT MANAGEMENT PRACTICE/ MULTIDISCIPLINARY PRACTICE

OR

☐ ARCHITECTURAL PRACTICE/ MULTIDISCIPLINARY PRACTICE

AS A LEAD CONSULTANT FOR THE PROVISION OF FULL MULTI-DISCIPLINARY PROFESSIONAL CONSULTANCY SERVICES IN CONSTRUCTION PROJECT MANAGEMENT; ARCHITECTURE; CIVIL ENGINEERING; STRUCTURAL ENGINEERING; ELECTRICAL ENGINEERING; MECHANICAL ENGINEERING; QUANTITY SURVEYING AND CONSTRUCTION HEALTH AND SAFETY AGENT.

A1. GENERAL CONDITIONS AND INFORMATION

A1.1 EXTENT OF AGREEMENT

The following documents shall constitute the essentialia terms and conditions of the agreement between Lead Consultant and SAPS as "the Client":

- The letter of invitation
- Annexures to the letter of invitation
- Terms of reference;
- Your offer accompanied by the completed schedule of disbursements C1.22 and Activity Schedule D3. The conditions applicable to this terms of reference are the Standard Professional Services Contract (July 2009 Edition) published by the Construction Industry Development Board (CIDB).
- Sub-consulting Agreement for all disciplines (Service provider to provide their own agreements)
- Professional Indemnity for the practice and/ disciplines.

A1.2 DEFINITIONS AND ABBREVIATIONS

"Agreement" means this document and the annexures listed in the schedule which together form the agreement between the Client and the Lead consultant.

"Architect" means a person registered in terms of the Architectural Profession Act, Act No. 44 of 2000, under a specific category of registration, or the architectural professional's practice constituted as a legal persona appointed to provide the architectural service for the project.

"Board Notice" refers to the professional fees guidelines published by various built environment statutory professional bodies in the government gazette, at the end of a calendar year, to be applicable to the following calendar year.

"Budget" means the anticipated cost of the project and/or works, provided that estimates on which the budget is based shall be deemed to be valid.

"Building contract," means the JBCC 'Principal Building Agreement' (PBA) or such other building agreement entered into between the client and the contractor.

"Built Environment" refers to the functional area in which registered persons practice. The built environment includes all structures that are planned and /or erected above or underground, as well as the land utilized for the purpose and supporting infrastructure.

"Client" means the party appointing the Lead Consultant to perform the services or any part thereof referred to in this document.

"Client Representative" means the client designated representative mandated to act on behalf of the client and who shall be available at all reasonable times.

"Civil Engineer" means a Professional Engineer registered in terms of the Engineering Profession Act, 2000 (Act No. 46 of 2000).

"The Council" means the Council for the Built Environment established under section 2 of the Council for the Built Environment Act, 2000 (Act No 43 of 2000)

"Construction Health and Safety Agent" means any competent person who acts as a representative for the client in managing health and safety on a construction project for the client and who has satisfied the registration criteria of the SACPCMP in terms of Section 18 (1) (c) of the Project and Construction Management Professions Act, 2000 (Act No. 48 of 2000).

"Construction Management" is the management of the physical construction process within the Built Environment and includes the co-ordination, administration, and management of resources. The Construction Manager is the one point of responsibility in this regard.

"Construction Project Management" is the management of projects within the Built Environment from conception to completion, including management of related professional services. The Construction Project Manager is the one point of responsibility in this regard

"Construction Project Manager" means a Professional Construction Project Manager registered in terms of the Project and Construction Profession Act, 2000 (Act No. 48 of 2000).

"Construction monitoring," means the process of administering the construction contract and over-seeing and/or inspecting the works, to the extent of the professional consultant's engagement, for the purpose of verification that the works are being completed in accordance with the requirements of the contract that the designs are being correctly interpreted and that appropriate construction techniques are being utilized.

"Construction Programme" is the programme for the works indicating the logic sequence and duration of all activities to be completed by the contractors, subcontractors, and suppliers, in appropriate detail, for the monitoring of progress of the works.

"Consultant" means a professional person/s or entity/entities appointed by the client to provide services in respect to the project.

"Contract programme" is the construction programme for the works agreed between the contractor and the Principal Agent.

"Contractor" means the entity or entities entering into the building contract for the execution of the works or part thereof.

"Contingency fund / Budget reserve" Budget within the cost baseline or performance measurement baseline that is allocated for identified risks that are accepted and for which contingent or mitigating responses are developed.

"Documentation programme" is schedule prepared by the Principal Consultant and agreed to by other consultants indicating the timeous provision of all necessary design documentation required by the contractors and subcontractors for the construction of the works.

"Electrical Engineer" means a Professional Engineer registered in terms of the Engineering Profession Act, 2000 (Act No. 46 of 2000).

"Fees and/or tariff of fees" means payment made to a consultant in exchange for advice or services.

"Landscape Architect" means a professional landscape architect registered in terms of the Landscape Architectural Profession Act, 2000 (Act No. 45 of 2000).

"Lead Consultant" means an Architectural practice or Construction Project management Practice that is professionally registered that enters into a contract with the client to provide full multidisciplinary professional services prescribed by the client.

"Mechanical Engineer" means a Professional Engineer registered in terms of the Engineering Profession Act, 2000 (Act No. 46 of 2000).

"Multi-disciplinary Professional Practice" means a practice that provides two or more of the core disciplinary professional services (Construction Project Manager, Architectural, Quantity Surveying, Civil & Structural Engineering, Electrical Engineering, Mechanical Engineering, Construction Health & Safety), of which each professional division/section in the practice is under the full time supervision of a registered professional in that specific profession and, and which is owned and controlled by registered professionals, by at least a percentage determined by the relevant Council in its Code of Professional Conduct.

"Principal" means the proprietor, partner, director or member who bears the risks of the practice and takes full responsibility for the potential liabilities of the practice.

"Principal Agent" means the person appointed and authorized to fulfill the obligations of the principal agent in the agreed form of JBCC building contract.

"Principal Consultant" means the person or entity appointed by the client to manage and administer the services of all other consultants.

"Professional Engineering Technologists" means a registered person in terms of the Engineering Profession Act, 2000 (Act No. 46 of 2000).

"Provisional sum" means an amount included in the contract sum for the supply and installation of work by a subcontractor.

"Project" means the total development as defined on the scope of works by the client, including the professional services.

"Project Initiation Programme" is the programme devised by the Lead Consultant in consultation with their sub consultants and the client defining all the work necessary to be completed prior to commencement of work by the contractors.

"Quantity Surveyor" means a Professional Quantity Surveyor registered in terms of the Quantity Surveying Profession Act, 2000 (Act No. 49 of 2000)

"Specialist" means a built environment professional highly skilled in a specific and restricted field.

"Structural Engineer" means a Professional Engineer registered in terms of the Engineering Profession Act, 2000 (Act No. 46 of 2000)

"Sub consultant" means all professionally registered persons or practices of the Lead Consultant, who the Lead consultant appoints to provide built environment professional services for the client.

"Works" means all work executed or intended to be executed in accordance with the building contract.

A1.3 SCOPE OF SERVICE

The lead consultant will be responsible for the appointment of the rest of the multidisciplinary professional team for provision of the following services:

- Construction Project Management Services
- Architecture Services
- Quantity Surveying
- Civil Engineering
- Structural Engineering
- Electrical Engineering
- Mechanical Engineering
- Construction Health & Safety Agent

The multidisciplinary core services that the lead consultant will provide per discipline are as follows:

A1.3.1 CONSTRUCTION PROJECT MANAGEMENT SERVICES

All standard services as described in Stages 1 to 6 as per Board Notice 202 of 2011: Guideline Scope of Service and Recommended Guideline Tariff of Fees issued in terms of Section 34(2) of the Project and Construction Management Profession Act.2000 (Act 48 of 2000) published in the Government Gazette No. 34858, dated 23 December 2011 outlined as follows

Stage 1: Inception

The client retains the sole mandate on inception process relating to the building contract however, the Project Manager shall be called on to assist at the discretion of the client on the following duties:

- 1.1. Facilitate the development of a Clear Project Brief
- 1.2. Establish the client's Procurement Policy for the Project
- 1.3. Assist the client in the procurement of the necessary and appropriate consultants including the clear definition of their roles, responsibilities and liabilities.
- 1.4. Establish in conjunction with the client, consultants, and all relevant authorities the site characteristics necessary for the proper design and approval of the intended project
- 1.5. Manage the integration of the preliminary design to form the basis for the initial viability assessment of the project
- 1.6. Prepare, co-ordinate and monitor a Project Initiation Programme
1. 7. Facilitate the preparation of the Preliminary Viability Assessment of the project
- 1.8. Facilitate client approval of all Stage 1 documentation

Deliverables will typically include:

- Project Brief
- Project Procurement Policy
- Signed Consultant/Client Agreements
- Project Initiation Programme
- Record of all meetings
- Approval by Client to proceed to Stage 2

Stage 2: Concept and viability

2. 1. Assist the client in the procurement of the necessary and appropriate consultants including the clear definition of their roles, responsibilities and liabilities.
- 2.2. Advise the client on the requirement to appoint a Health and Safety Consultant
- 2.3. Communicate the project brief to the consultants and monitor the development of the Concept and Feasibility within the agreed brief
- 2.4. Co-ordinate and integrate the income stream requirements of the client into the concept design and feasibility
- 2.5. Agree the format and procedures for cost control and reporting by the cost consultants on the project.
- 2.6. Manage and monitor the preparation of the project costing by other consultants
2. 7. Prepare and co-ordinate an Indicative Project Documentation and Construction

Programme

- 2.8. Manage and integrate the concept and feasibility documentation for presentation to the client for approval
- 2.9. Facilitate client approval of all Stage 2 documentation

Deliverables will typically include:

- Signed Consultant/Client Agreements
- Indicative Project Documentation and Construction Programme.
- Approval by Client to proceed to Stage 3

Stage 3: Design Development

- 3.1. Assist the client in the procurement of the balance of the consultants including the clear definition of their roles, responsibilities and liabilities.
- 3.2. Establish and co-ordinate the formal and informal communication structure, processes and procedures for the design development of the project.
- 3.3. Prepare, co-ordinate and agree a detailed Design and Documentation Programme, based on an updated Indicative Construction Programme, with all consultants
- 3.4. Manage, co-ordinate and integrate the design by the consultants in a sequence to suit the project design, documentation programme and quality requirements.
- 3.5. Conduct and record the appropriate planning, co-ordination and management meetings
- 3.6. Facilitate any input from the design consultants required by Construction Manager on constructability.
- 3.7. Facilitate any input from the design consultants required by Health and Safety consultant
- 3.8. Manage and monitor the timeous submission by the design team of all plans and documentation to obtain the necessary statutory approvals
- 3.9. Establish responsibilities and monitor the information flow between the design team, including the cost consultants.
- 3.10. Monitor the preparation by the cost consultants of cost estimates, budgets, and cost reports
- 3.11. Monitor the cost control by the cost consultants to verify progressive design compliance with approved budget, including necessary design reviews to achieve budget compliance
- 3.12. Facilitate and monitor the timeous technical co-ordination of the design by the design team
- 3.13. Facilitate client approval of all Stage 3 documentation

Deliverables will typically include:

- Signed Consultant/Client Agreements
- Detailed Design & Documentation Programme
- Updated Indicative Construction Programme
- Record of all meetings
- Approval by Client to proceed to Stage 4

Stage 4: Documentation and procurement

The client retains the sole mandate on procurement process relating to the building contract

however, the Construction Project Manager shall be called on to assist at the discretion of the client on the following duties:

- 4.1. Select, recommend and agree the Procurement Strategy for contractors, subcontractors and suppliers with the client and consultants
- 4.2. Prepare and agree the Project Procurement Programme.
- 4.3. Co-ordinate and monitor the preparation of the tender documentation by the consultants in accordance with the Project Procurement Programme.
- 4.4. Facilitate and monitor the preparation by the Health and Safety Consultant of the Health and Safety Specification for the project
- 4.5. Manage the tender process in accordance with agreed procedures, including calling for tenders, adjudication of tenders, and recommendation of appropriate contractors for approval by the client.
- 4.6. Advise the client, in conjunction with other consultants on the appropriate insurances required for the implementation of the project.
- 4.7. Monitor the reconciliation by the cost consultants of the tender prices with the project budget
- 4.8. Agree the format and procedures for monitoring and control by the cost consultants of the cost of the works.
- 4.9. Facilitate client approval of the tender recommendation (s).

Deliverables will typically include:

- Contractors, subcontractors, and suppliers Procurement Strategy
- Project Procurement Programme
- Project Tender/Contract Conditions
- Record of all meetings
- Approval by Client of tender recommendation(s).

Stage 5: Construction

The client retains the sole mandate on procurement process relating to the building contract however the Construction Project Manager shall be called on to assist at the discretion of the client on the following duties:

- 5.1. Finalization of all agreements upon completion of procurement process for the appointment of contractors, subcontractors and suppliers with the client and consultants.
- 5.2. Instruct the contractor on behalf of the client to appoint subcontractors.
- 5.3. Receive, co-ordinate, review and obtain approval of all contract documentation provided by the contractor, subcontractors, and suppliers for compliance with all of the contract requirements.
- 5.4. Monitor the ongoing projects insurance requirements.
- 5.5. Facilitate the handover of the site to the contractor.
- 5.6. Establish and co-ordinate the formal and informal communication structure and procedures for the construction process.
- 5.7. Regularly conduct and record the necessary site meetings
- 5.8. Monitor, review and approve the preparation of the Contract Programme by the contractor.
- 5.9. Regularly monitor the performance of the contractor against the Contract Programme.
- 5.10. Review and adjudicate circumstances and entitlements that may arise from any

changes required to the Contract Programme.

- 5.11. Monitor the preparation of the contractor's Health and Safety Plan and approval thereof by the Health and Safety Consultant.
- 5.12. Monitor the auditing of the Contractors' Health and Safety Plan by the Health and Safety Consultant.
- 5.13. Monitor the compliance by the contractors of the requirements of the Health and Safety Consultant.
- 5.14. Monitor the production of the Health and Safety File by the Health and Safety Consultant and contractors
- 5.15. Monitor the preparation by the Environmental Consultants of the Environmental Management Plan
- 5.16. Establish the construction information distribution procedures.
- 5.17. Agree and monitor the Construction Documentation Schedule for timeous delivery of required information to the contractors.
- 5.18. Expedite, review and monitor the timeous issue of construction information to the contractors.
- 5.19. Manage the review and approval of all necessary shop details and product propriety information by the design consultants.
- 5.20. Establish procedures for monitoring, controlling and agreeing all scope and cost variations.
- 5.21. Agree the quality assurance procedures and monitor the implementation thereof by the consultants and contractors.
- 5.22. Monitor, review, approve and certify monthly progress payments.
- 5.23. Receive, review and adjudicate any contractual claims.
- 5.24. Monitor the preparation of monthly cost reports by the cost consultants.
- 5.25. Monitor long lead items and off-site production by the contractors and suppliers.
- 5.26. Prepare monthly project reports including submission to the client
- 5.27. Manage, co-ordinate and monitor all necessary testing and commissioning by consultants and contractors.
- 5.28. Co-ordinate, monitor and issue the Practical Completion Lists and the Certificate of Practical Completion.
- 5.29. Co-ordinate and monitor the preparation and issue of the Works Completion List by the consultants to the contractors.
- 5.30. Monitor the execution by the contractors of the defect items to achieve Works Completion.
- 5.31. Facilitate and co-ordinate adequate access with the occupant for the rectification of defects by the contractors

Deliverables will typically include:

- Signed Contractor(s) Agreements
- Agreed Contract Programme
- Adjudication and award of contractual claims
- Construction Documentation Schedule
- Monthly progress payment certificates
- Monthly project progress reports.
- Record of all meetings
- Certificates of Practical Completion.

- 6.1. Issue the Works Completion Certificate
- 6.2. Manage, co-ordinate and expedite the preparation by the design consultants of all as-built drawings and design documentation.
- 6.3. Manage and expedite the procurement of all operating and maintenance manuals as well as all warranties and guarantees.
- 6.4. Manage and expedite the procurement of all statutory compliance certificates and documentation.
- 6.5. Manage the finalization of the Health and Safety File for submission to the Client.
- 6.6. Co-ordinate, monitor and manage the rectification of defects during the Defects Liability Period.
- 6.7. Manage, co-ordinate and expedite the preparation and agreement of the final account by the cost consultants with the relevant contractors.
- 6.8. Co-ordinate, monitor and issue the Final Completion Defects list and Certificate of Final Completion.
- 6.9. Prepare and present Project Closeout Report.

Deliverables will typically include:

- Works Completion Certificate
- Certificate of Final Completion
- Record of all meetings
- Project closeout report

A1.3.1.1 Additional Services

The Construction Project Manager will be required to perform additional services.

- A. Clerks of Works for the duration of stages 5 & 6. Individual will conduct daily technical supervision of SAPS projects during the stages. The consultant company will provide onsite technical supervision and support by monitoring the day to day construction activities on an assigned construction site. The appointed consultant by the architecture practice will be responsible for ensuring that the SAPS projects are completed within technical requirements and within time and budget. The consultant will prepare and submit monthly detailed analytical reports to the SAPS Construction Project Manager with accurate information on the status of on-going project.

Deliverables to include and not limited to:

- Prepare and submit reports on all incidents and/or accidents occurring on the construction site in accordance with standard HSE procedures.
- Logs all activities of the construction site in the Daily Logbook in accordance with the Corporation's.
- Procedures and standards, including:
 - Visitors to the construction site.
 - Daily weather on site.
 - Materials and machinery delivered and/or on site.
 - Works conducted daily on site leading to quality of workmanship.
 - Incidents or accidents on site.
 - Security related matters on site.
- Prepares and submits daily/weekly/monthly reports on assigned project(s), utilizing the approved formats and within the agreed time frames.

- Performs any other duties relative to the job function as may be assigned.
- Liaise with the relevant professionals on matters of concern on site.

A1.3.2 ARCHITECTURAL PROFESSIONAL SERVICES

All standard services as described in Stages 1 to 6 as per Board Notice 307 of 2022: Final Guideline Professional Fees issued in terms of Section 34 (2) of the Architectural Profession Act, 2000 (Act No 44 of 2000), published in the Government Gazette No. 45554, dated 26 November 2021 outlined as follows:

Stage 1: Inception

- 1.1. Receive, appraise and report on the client's requirements with regard to the client's brief;
- 1.2. Determine the site and rights and constraints;
- 1.3. Determine budgetary constraints;
- 1.4. Determine the need for consultants;
- 1.5. Determine indicative project timelines;
- 1.6. Determine methods of contracting; and
- 1.7. Whether other statutory authority applications are required or desirable.

Stage 2: Concept and viability (concept design)

- 2.1. Prepare an initial design concept and advise on:
 - The intended space provisions and planning relationships;
 - Proposed materials and intended building services; and
 - The technical and functional characteristics of the design.
 - Check for conformity of the concept with the rights to the use of the land.
- 2.2 Consult with local and statutory authorities.
- 2.3 Review the anticipated costs of the project.
- 2.4 Review the project programme.

Stage 3: Design Development

- 3.1. Develop all aspects of the design from concept to full development including, but not limited to, construction systems, materials, fittings, and finishes selections;
- 3.2. Review the programme and budget with the client, principal consultant or other consultants;
- 3.3. Coordinate other consultant's designs into building design **(including SAPS-Information technology requirements and other client stakeholder units.)**
- 3.4. Prepare design development drawings including drafting technical details and material specifications;
- 3.5. Discuss and agree on the building plan application and approval requirements with the local authority;

Stage 4: Documentation and procurement Stage 4.1

- 4.1. Prepare documentation required for local authority building plan application submission;

- 4.2. Co-ordinate technical documentation with the consultants and complete primary co-ordination sufficient to support building plan submission;
- 4.3. Review the costing and programme with the consultants;
- 4.4. Obtain the client's authority, and submit documents for approval at the local authority.

Stage 4: Documentation and procurement Stage 4.2

The client retains the sole mandate on procurement process relating to the building contract however, the Architect shall be called on to assist at the discretion of the client on the following duties:

- 4.5. Prepare specifications for the works;
- 4.6. Complete technical documentation sufficient for tender;
- 4.7. Obtain offers for the execution of the works;
- 4.8. Evaluate offers, and recommend a successful tenderer for appointment;
- 4.9. Prepare the contract documentation and arrange the signing of the building contract by the client and the successful tenderer;
- 4.10. Complete all remaining technical and construction documentation and coordinate same with the consultants;

Stage 5: Contract administration and supervision

- 5.1. Administer the building contract;
- 5.2. Give possession of the site to the contractor;
- 5.3. Issue construction documentation;
- 5.4. Review sub-contractor designs, shop drawings and documentation for conformity of design intent;
- 5.5. Inspect the works for conformity with the contract documentation and acceptable quality in terms of industry standards;
- 5.6. Administer and perform the duties and obligations assigned to the principal agent in the building contract;
- 5.7. Manage the completion process of the project;
- 5.8. Assist the client to obtain the required documentation necessary for the client to obtain the occupation certificate.

Stage 6: Close-out

- 6.1. Facilitate the project close-out including the collation of the necessary documentation to effect completion, handover and operational manual of the project.
- 6.2. When the contractor's obligations with respect to the building contract have been fulfilled, the architectural professional shall issue the certificates related to the contract completion.
- 6.3. Provide the client with construction record documentation and the relevant technical and contractual undertakings by the contractor and subcontractors.

A1.3.2.1 Additional Services

The Architect will be required in accordance to clause 13.1 (v) of the board notice on additional services to provide:

- A. Landscape Architect services (hard and soft landscaping services) including but not limited to the design and installation of gardens.

The fees of this additional service shall be deemed to be included in the tender offer as per clause 14 A of the board notice, no.91 of 2020.

A1.3.3 QUANTITY SURVEYING PROFESSIONAL SERVICES

Unless otherwise stated, the Quantity Surveyor duties will cover all standard services for building work contracts with bills of quantities as described in Stages 1 to 6 in Clause 10.6 of Board Notice 170 of 2015: Amended guideline professional fees set out in the 2015 Tariff of Professional Fees determined by the South African Council for the Quantity Surveying Profession in terms of the Quantity Surveying Profession Act, 2000 (Act No. 49 of 2000).

Work must be performed by a Quantity Surveying practice, which is owned and controlled by registered professional quantity surveyors, by at least a percentage determined by the South African Council for the Quantity Surveying Profession in its Code of Professional Conduct, in terms of number, shareholding and voting power, who are registered in terms of the Quantity Surveying Profession Act, 2000 (Act no 49 of 2000)

Services shall also include the following:

Cost planning and cost control - The Quantity Surveyor will be responsible for cost planning and cost control strictly within the approved accommodation requirements of the project and must provide the Lead consultant with the necessary cost information. The Quantity Surveyor must also assist the Architect in comparing the planned space with the accommodation requirements during all planning stages.

Cost Estimates - The Quantity Surveyor must, on a regular basis, provide to the professional team with updated estimates and cost information for cost control purposes. It will be expected of the quantity surveyor to provide information in respect of the following project design matters:

- Design economy
- Potential savings
- Value for money
- Alternative materials and prices

For design cost management purposes, the appointed quantity surveyor must during the following design stages, prepare and submit stage estimates to the client for each project:

The following Quantity Surveying services are required:

Stage 1: Inception

- 1.1. Assisting in developing a clear project brief
- 1.2. Attending project initiation meetings
- 1.3. Advising on the procurement policy for the project

- 1.4. Advising on other professional consultants and services required
- 1.5. Defining the quantity surveyor's scope of work and services
- 1.6. Concluding the terms of the client/quantity surveyor professional services agreement with the client
- 1.7. Advising on economic factors affecting the project
- 1.8. Advising on appropriate financial design criteria
- 1.9. Providing necessary information within the agreed scope of the project to the other professional consultants and for which the following deliverables are applicable:
 - Agreed scope of work
 - Agreed services
 - Signed client/quantity surveyor professional services agreement

Stage 2: Design Concept & Viability

The quantity surveyor will be required to undertake initial cost appraisal based on project scope and finalized project concept, and will be required to prepare and submit the following documents:

- Preliminary/conceptual estimate
- A report indicating whether or not the preliminary estimate exceeds the preliminary budget, the margin of variance and the reason for the variance.

The detailed tasks shall be as follows:

- 2.1. Agreeing the documentation programme with the principal consultant and other professional consultants
- 2.2. Attending design and consultants' meetings
- 2.3. Reviewing and evaluating design concepts and advising on viability in conjunction with the other professional consultants
- 2.4. Receiving relevant data and cost estimates from the other professional consultants
- 2.5. Preparing preliminary and elemental or equivalent estimates of construction cost
- 2.6. Assisting the client in preparing a financial viability report
- 2.7. Auditing space allocation against the initial brief
- 2.8. Liaising, co-operating and providing necessary information to the client, principal consultant and other professional consultants and for which the following deliverables are applicable:
 - Preliminary estimate(s) of construction cost.
 - Elemental or equivalent estimate(s) of construction cost
 - Space allocation audit for the project

Stage 3: Design Development

The Quantity Surveyor will be required to prepare and submit a cost plan, which must consist of the following documents:

- Elemental estimate
- A report indicating whether the present (elementary) estimate differs from

the previous (preliminary) estimate, whether or not the preliminary budget is exceeded, the margin of variance and the reason for the variance.

The detailed tasks shall be as follows:

- 3.1. Preliminary estimate(s) of construction cost Elemental or equivalent estimate(s) of construction cost Space allocation audit for the project
- 3.2. Reviewing the documentation programme with the principal consultant and other professional consultants
- 3.3. Attending design and consultants' meetings
- 3.4. Reviewing and evaluating design and outline specifications and exercising cost control in conjunction with the other professional consultants
- 3.5. Receiving relevant data and cost estimates from the other professional consultants
- 3.6. Preparing detailed estimates of construction cost. Assisting the client in reviewing the financial viability report
- 3.7. Commenting on space and accommodation allowances and preparing an area schedule
- 3.8. Liaising, co-operating and providing necessary information to the client, principal consultant and other professional consultants and for which the following deliverables are applicable:
 - Detailed estimate(s) of construction cost
 - Area schedule

Stage 4: Tender Documentation & Procurement

The client retains the sole mandate on procurement process relating to the building contract however, the Quantity Surveyor shall be called on to assist at the discretion of the client on the following duties:

The Quantity Surveyor will be required to carry out cost checks on cost target of each element to confirm the accuracy of the cost limit (budget) as part of design cost control. Prepare and submit a pre-tender estimate which must consist of the following documents:

- Approximate quantities estimate
- A report indicating whether or not the present (approximate quantities) estimate differs from the previous (elemental) estimate, the margin of variance and the reason for the variance.
- A report indicating whether or not the preliminary budget is exceeded, the margin of variance and the reason for variance.
- Tender documentation and production information.
- Projected cash flow

The detailed tasks are as follows:

- 4.1. Attending design and consultants' meetings
- 4.2. Assisting the principal consultant in the formulation of the procurement strategy for contractors, subcontractors and suppliers
- 4.3. Reviewing working drawings for compliance with the approved budget of construction cost and/or financial viability

- 4.4. Preparing documentation for both principal and subcontract procurement
- 4.5. Assisting the principal consultant with calling of tenders and/or negotiation of prices
- 4.6. Assisting with financial evaluation of tenders
- 4.7. Assisting with preparation of contract documentation for signature and for which the following deliverables are applicable:
 - Budget of construction cost
 - Tender documentation
 - Financial evaluation of tenders
 - Priced contract documentation

Stage 5: Contract Administration and Inspection

- 5.1. Attending the site handover
- 5.2. Preparing schedules of predicted cash flow
- 5.3. Preparing pro-active estimates for proposed variations for client decision-making
- 5.4. Attending regular site, technical and progress meetings
- 5.5. Adjudicating and resolving financial claims by the contractor(s)
- 5.6. Assisting in the resolution of contractual claims by the contractor(s)
- 5.7. Establishing and maintaining a financial control system
- 5.8. Preparing valuations for payment certificates to be issued by the principal agent
- 5.9. Preparing final account(s) including re-measurement(s) as required for the works on a progressive basis and for which the following deliverables are applicable:
 - Schedule(s) of predicted cash flow
 - Estimates for proposed variations
 - Financial control reports
 - Valuations for payment certificates
 - Progressive and draft final account(s)

Stage 6: Project Closeout

- 6.1. Preparing valuations for payment certificates to be issued by the principal agent
- 6.2. Concluding Final Account(s) and for which the following deliverables are applicable:
 - Valuations for payment certificates
 - Final account(s)

Engineering Work:

Any Works measured in terms of SABS 1200 must be documented in separate sections in the bills of quantities. Quantity surveying scope of work shall be limited to the following: Main reticulations (Storm water, sewer and water) outside the defined area of the building site, Reservoirs, Roads and Water towers.

A1.3.4 ENGINEERING PROFESSIONAL SERVICES (STRUCTURAL, CIVIL, ELECTRICAL AND MECHANICAL ENGINEERING).

All standard services as described in Board notice 22 of 2021 Scope of Services and Tariff of Fees for Persons Registered in terms of the Engineering Profession Act, 46 of 2000, Gazette No. 44333 published on 26 March 2021

Stage 1 – Inception

Duties shall entail to establish client requirements and preferences, assess user needs and options, appointment of necessary consultants, establish the project brief including project objectives, priorities, constraints, assumptions aspirations and strategies.

- 1.1. Assist in developing a clear project brief.
- 1.2. Attend project initiation meetings.
- 1.3. Advise on procurement policy for the project.
- 1.4. Advise on the rights, constraints, consents and approvals.
- 1.5. Define the scope of services and scope of work required.
- 1.6. Conclude the terms of the agreement with the Lead Consultant.
- 1.7. Inspect the site and advise on the necessary surveys, analyses, tests and site or other investigations where such information will be required for Stage 2 including the availability and location of infrastructure and services.
- 1.8. Determine the availability of data, drawings and plans relating to the project.
- 1.9. Advise on criteria that could influence the project life cycle cost significantly
- 1.10. Provide necessary information within the agreed scope of the project to other consultants involved.

Civil and Structural deliverables will typically include:

- Agreed scope of services and scope of work
- Signed agreement with the Lead consultant
- Report on project, site and functional requirements
- Schedule of required surveys, tests, analyses, site and other investigations
- Schedule of consents and approvals and related timeframes.

Electrical and Mechanical deliverables will typically include:

- Agreed scope of services and scope of work
- Signed agreement with the Lead consultant
- Report on project, site and functional requirements
- Schedule of required surveys, tests, analyses, site and other investigations
- Schedule of consents and approvals and related timeframes.

Stage 2 – Concept and Viability (often called preliminary design).

Duties shall entail to prepare and finalize the project concept in accordance with the brief, including project scope, scale, character, form and function, plus preliminary programme and viability of the project.

- 2.1. Agreed documentation programme with principal consultant and other sub consultants involved.
- 2.2. Attend design and consultants' meetings.

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- 2.3. Establish the concept design criteria.
- 2.4. Prepare initial concept design and related documentation for submission to the client
- 2.5. Advise the client regarding further surveys, analyses, tests and investigations that may be required.
- 2.6. Establish regulatory authorities' requirements and incorporate into the design.
- 2.7. Refine and assess the concept design to ensure conformance with all regulatory requirements and consents.
- 2.8. Establish access, utilities, services and connections required for the design.
- 2.9. Participate in coordinated design interfaces with architect or other consultants involved.
- 2.10. Prepare preliminary process designs (where required), preliminary designs, and related documentation for approval by authorities and client and suitable for costing.
- 2.11. Provide cost estimates and life cycle costs, as required.
- 2.12. Liaise, co-operate and provide necessary information to the client, principal consultant and other consultants involved.

Civil and Structural deliverables will typically include:

- Concept design
- Schedule of required surveys, tests and other investigations and related reports
- Process design (where applicable)
- Preliminary design
- Cost estimates, as required.

Electrical and Mechanical deliverables will typically include:

Deliverables will typically include:

- Concept design
- Schedule of required surveys, tests and other investigations and related reports
- Process design (where applicable)
- Preliminary design
- Cost estimates, as required.

Stage 3 – Design Development (also termed detailed design).

Duties shall entail to develop the approved concept to finalize the design, outline specifications, cost plan, financial viability and programme for the project.

- 3.1. Review documentation programme with principal consultant and other consultants involved.
- 3.2. Attend design and consultants' meetings.
- 3.3. Incorporate client and authorities' detailed requirements into the design.
- 3.4. Incorporate other consultants' designs and requirements into the design.
- 3.5. Prepare design development drawings including draft technical details and specifications.
- 3.6. Review and evaluate design and outline specification and exercise cost control.
- 3.7. Prepare detailed estimates of construction cost.
- 3.8. Liaise, co-operate and provide necessary information to the principal consultant and other consultants involved.
- 3.9. Submit the necessary design documentation to local and other authorities for

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approval.

3.10. Design development drawings, approved and signed by all stake holders and relevant professional (Pr.Engineer / Pr.Technologist)

Civil and Structural deliverables will typically include:

- Design development drawings
- Outline specifications
- Local and other authority submission drawings and reports
- Detailed estimates of construction costs.
- Terrace civil layouts and details (bulk earthworks)
- Storm water reticulation plans and details.
- Sewage reticulations plans and details
- Portable water reticulation
- Road layout and details
- Fencing layout and details
- Foundation plans, floor plans and detail
- Star, reinforcement and bending schedule details.
- Structural details for foundations, columns, beams, roof and detail footing
- Renewal of Statutory approvals that may have lapsed e.g. Traffic Impact Assessment

Electrical and Mechanical deliverables will typically include:

- Design development drawings
- Outline specifications
- Local and other authority submission drawings and reports
- Detailed estimates of construction costs.
- Design and submission of Fire Drawings to meet the relevant regulations and standards.

Stage 4 – Documentation and Procurement

The client retains the sole mandate on procurement process relating to the building contract however, the Engineers shall be called on to assist at the discretion of the client on the following duties:

Duties shall entail to prepare procurement and construction documentation, confirm and implement the procurement strategies and procedures for effective and timeous procurement of necessary resources for execution of the project.

- 4.1. Attend design and consultants' meetings.
- 4.2. Prepare specifications and preambles for the works.
- 4.3. Accommodate services design.
- 4.4. Check cost estimates and adjust designs and documents, if necessary, to remain within budget.
- 4.5. Formulate the procurement strategy for contractors or assist the principal consultant where relevant.
- 4.6. Prepare documentation for contractor procurement.
- 4.7. Review designs, drawings and schedules for compliance with approved budget.
- 4.8. Call for tenders and/or negotiation of prices and/or assist the principal consultant or quantity surveyor where relevant.

- 4.9. Liaise, co-operate and provide necessary information to the principal consultant and the other consultants as required.
- 4.10. Evaluate tenders.
- 4.11. Prepare contract documentation for signature.
- 4.12. Assess samples and products for compliance and design intent.
- 4.13. Assist in pricing, documentation and tender evaluation as required when the detailed services for these activities are provided by others.

Deliverables for Civil & Structural, Electrical and Mechanical will typically include:

- Specifications
- Services co-ordination
- Working drawings
- Budget construction cost
- Tender documentation
- Tender evaluation report
- Tender recommendations as per agreed scope of services.
- Priced contract documentation.

Stage 5 – Contract Administration and Inspection

Duties shall entail to manage, administer and monitor the construction contracts and processes including preparation and coordination of procedures and documentation to facilitate practical completion of the works.

- 5.1. Attend site handover.
- 5.2. Issue construction documentation in accordance with the documentation schedule including, in the case of structural engineering, reinforcing bending schedules and detailing, and specifications of structural steel sections and connections.
- 5.3. Carry out contract administration procedures in terms of the contract.
- 5.4. Prepare schedules of predicted cash flow.
- 5.5. Prepare pro-active estimates of proposed variations for client decision-making.
- 5.6. Attend regular site, technical and progress meetings.
- 5.7. Inspect the works for conformity to contract documentation as described under Clause 3.3.2 of the applicable Board notice
- 5.8. Review the outputs of quality assurance procedures and advise the contractor and client on adequacy and need for additional controls, inspections and testing.
- 5.9. Adjudicate and resolve financial claims by contractors.
- 5.10. Assist in the resolution of contractual claims by the contractor.
- 5.11. Establish and maintain a financial control system.
- 5.12. Clarify details and descriptions during construction as required.
- 5.13. Prepare valuations for payment certificates to be issued by the principal agent.
- 5.14. Witness and review of all tests and mock-ups carried out on site.
- 5.15. Check and approve contractor drawings for compliance with contract documents.
- 5.16. Update and issue drawings register.
- 5.17. Issue contract instructions as and when required.
- 5.18. Review and comment on operation and maintenance manuals, guarantee certificates and warranties.

- 5.19. Inspect the works and issue practical completion and defects lists.
- 5.20. Arranging for the delivery of all test certificates, including any Certificates of Compliance, statutory and other approvals, and record drawings and operating manuals.

Deliverables for Civil & Structural, Electrical and Mechanical will typically include:

- Schedules of predicted cash flow
- Construction documentation
- Drawing register
- Estimates for proposed variations
- Contract instructions
- Financial control reports
- Valuations for payment certificates
- Progressive and draft final accounts
- Practical completion and defects list
- All statutory certification and certificates of compliance as required by the local and other statutory authorities.

Stage 6 – Close-Out

Duties shall entail to fulfill and complete the project close-out, including necessary documentation to facilitate effective completion, handover and operation of the project.

- 6.1. Inspect and verify the rectification of defects.
- 6.2. Receive comment, approve and issue relevant payment valuations and completion certificates.
- 6.3. Prepare and/or procure operations and maintenance manuals, guarantees and warranties.
- 6.4. Prepare and/or procure as-built drawings and documentation.
- 6.5. Conclude the final accounts where relevant.
- 6.6. Prepare and present completion report.

Deliverables for Civil & Structural, Electrical & Mechanical will typically include:

- Valuations for payment certificates
- Works and final completion lists
- Operations and maintenance manuals, guarantees and warranties
- As-built drawings and documentation
- Final accounts.
- Submit completion certificate
- Presentation of close out report.

A1.3.4.1 Specific Conditions of Service per Engineering Discipline

A. Structural Engineering Services

Work must be performed by a structural engineering business undertaking, which is under the fulltime supervision of a registered professional structural engineer or a registered professional structural engineering technologist, and which is owned and controlled by registered professionals by at least a percentage determined by the Engineering Council of South Africa, in its Code of Professional Conduct, in terms of number, shareholding and voting power, who are registered in terms of the Engineering Profession Act, 2000 (Act no 46 of 2000),

The Structural Engineer will be required to undertake **geotechnical surveys** as part of their disbursements to ensure that structural designs are site specific.

B. Civil Engineering Services

Work must be performed by a civil engineering business undertaking, which is under the fulltime supervision of a registered professional civil engineer or a registered professional civil engineering technologist, and which is owned and controlled by registered professionals by at least a percentage determined by the Engineering Council of South Africa, in its Code of Professional Conduct, in terms of number, shareholding and voting power, who are registered in terms of the Engineering Profession Act, 2000 (Act no 46 of 2000).

The core scope of services include and **not limited to** storm water drainage, water supply (availability of water and the exact position of borehole), emergency water, reticulation (all possible connections to buildings), bulk earthworks, roads and parking, paving, sewerage connection/system.

*****The Civil Engineer shall be expected in areas where there is no municipal bulk supply to undertake the service of a geo-hydrological survey and provide the client (SAPS) with a full report of borehole positions and complete specification in order for the client to establish a borehole to meet the water needs for the project. The client will be responsible for the execution of the borehole drilling.**

*****The Civil Engineer shall be required to appoint a Land Surveyor to re-establish the site boundaries, benchmarks and site pegs on the client identified site (as per site clearance documentation) at project planning phase. The Land Surveyor shall also be responsible to point the site boundaries, benchmarks, site pegs and any necessary topographical information to the contractor during site hand over to the contractor.**

The consultant shall be expected to include a budget for undertaking these works as part of the disbursements, which shall be paid on proven-basis.

Please refer to the guideline manuals listed below for minimum requirements for the project. Should the project site be located on non-dolomite sub-strata, the consulting engineer shall design according to the specific requirements contained in the manuals listed below (latest version as at the time of implementation):

- PW 342: Guidelines for the Design of Civil Services for Prisons;
- PW 345: Standard Specification for Domestic and Fire Water Storage and Fire Water Supply for Public Buildings;
- PW 347: Civil Engineering Manual.

However, should the project site be located on dolomite sub-strata, the consulting engineer shall also incorporate the specific requirements contained in the Department's PW 344 manual (latest version as at the time of implementation) listed below:

- PW 344: Appropriate Development of Infrastructure on Dolomite: Guidelines for Consultants.

**** (Source website: publicworks.gov.za/consultantsdocs.html)**

The fees of this additional service shall be deemed to be included in the tender offer as per the Clause 4.3 of Board Notice No. 22 of 2021.

C. Electrical Engineering Summary of Work

Work must be performed by an electrical engineering business undertaking, which is under the fulltime supervision of a registered professional electrical engineer or a registered professional electrical engineering technologist, and which is owned and controlled by registered professionals by at least a percentage determined by the Engineering Council of South Africa, in its Code of Professional Conduct, in terms of number, shareholding and voting power, who are registered in terms of the Engineering Profession Act, 2000 (Act no 46 of 2000).

The following table indicates a summary of work components that shall fall within the Electrical Engineering scope:

DESCRIPTION	SCOPE of WORK
Electrical supply establishment (negotiate with supply authority and application)	YES
Eskom supply line deviation (negotiate with supply authority and application)- WHEN APPLICABLE	YES
Mini substations (including switchgear, protection and metering)	NO
DESCRIPTION	SCOPE of WORK
Connection with local authority low voltage infrastructure (metering kiosk, main supply circuit breaker)	YES
Electrical reticulation and distribution system	YES
Electrical reticulation and cabling of site and buildings including low voltage distribution boards, lightning and surge protection	YES
Installation of power skirting, power points, switched socket outlets and luminaries	YES
Perimeter and vehicle circulation area lighting	YES
Telephone and data - reticulation routes and layouts only	YES
CCTV - reticulation routes and layouts only	YES
Electronic access control - reticulation routes and layouts only	YES
Installation of intercoms	YES
Installation of panic button with combined siren/strobes	YES
Installation of walk through metal detector and provision of handheld scanners	YES
Emergency power generator	YES
Uninterrupted power supplies (UPS) (If applicable)	YES
Inverter battery backup/ Solar system	YES
Lightning protection (building roof lines, covered parking, generator canopy and water tank stand)	YES
Electronic fire detection (Mechanical Discipline)	NO
Electrical fencing	NO
Borehole pump – electrical point of supply only (if applicable)	YES
Borehole pump, control gear, protection and water level control (mechanical discipline)	NO

Fire water booster pumps and domestic water pressure pump – electrical points of supply only	YES
Fire water booster pump, domestic water pressure pump, control gear and protection (mechanical discipline)	NO
Hot water generation (mechanical discipline)	NO
HVAC (mechanical discipline)	NO
Vehicle gate automation (mechanical discipline)	NO
Installation of turnstiles with electronic control panels (mechanical discipline)	NO
Alternative energy saving solutions.	YES
Testing, commissioning and certification	YES
Training & training certificates: (1) Generator operation (2) UPS Operation (3) Inverter battery backup/ Solar system	YES
Handover documentation including as built drawings, commissioning documentation, certificates of compliance, training certificates, equipment manuals, comprehensive closeout report and electrical final account	YES

NB:

The 'Client' (TMS) shall undertake the Electronics Engineering scope of works however, the Electrical Engineer shall be expected to include the reticulation and first fix works as part of their scope.

D. Mechanical Engineering Services Summary of Work

Work must be performed by a mechanical engineering business undertaking, which is under the fulltime supervision of a registered professional mechanical engineer or a registered professional mechanical engineering technologist, and which is owned and controlled by registered professionals by at least a percentage determined by the Engineering Council of South Africa, in its Code of Professional Conduct, in terms of number, shareholding and voting power, who are registered in terms of the Engineering Profession Act, 2000 (Act no 46 of 2000),

The following table indicates a summary of work components that shall fall within the Mechanical Engineering scope:

DESCRIPTION	SCOPE OF WORK
Air-conditioning and ventilation systems (HVAC)	YES
Dehumidifiers (Fire Arms Safe)	YES
Lifts and escalators for multi-storey buildings- IF APPLICABLE	YES
Sprinkler systems/ Fire extinguishers/ Fire hose reels where required/ Fire-fighting equipment	YES
Gas reticulation systems where required	YES
Security systems	NO

Hot water systems including reticulation of systems (hydro boils, heat pumps etc.)	YES
Internal drainage ie. Grease/ Fat Trap	YES
Borehole Equipment (Borehole Pump; Control Gear; Protection; Level Control)- IF APPLICABLE	YES
Water treatment plant (If applicable)	YES
Fire water booster pump, domestic water pressure pump, control gear and protection	YES
Electronic fire detection	YES
Installation of turnstiles with electronic control panels	YES
Vehicle gate automation	YES
Training & training certificates: (1) Turnstiles (2) Vehicle gate automation (3) Electronic Fire Detection (4) Pumping equipment including water treatment plant.	YES
Testing, commissioning and certification	YES
Handover files with as built drawings, commissioning documentation, certificates of compliance, training certificates and equipment manuals.	YES

A1.3.5 CONSTRUCTION HEALTH AND SAFETY PROFESSIONAL SERVICES

All standard services Stages 1-6 as described in Board Notice 167 of 2019: South African Council for the Project and Construction Management Professions, Project and Construction Management Professions Act, 2000 (Act 48 of 2000).

The main scope of work for the Occupational Health & Safety Agent is to develop a comprehensive Health & Safety project specification, evaluate and approve the health and safety plan submitted by the appointed contractor. The Health & Safety agent is required to monitor and ensure compliance with the Occupational Health and Safety regulations in accordance with the latest Occupational Health and Safety act.

The following standard documents shall be applicable:

- Occupational Health and Safety Act 85 of 1993 (OHS Act).
- All regulations published in terms of the OHS Act.
- Construction Regulations, 2014
- SABS codes referred to by the OHS Act.
- Contract Documents
- Basic Conditions of Employment Act (Act 75 of 1997)
- National Environmental Management Act 107 of 1998 and all Regulations
- Compensation for Occupational Injuries and Diseases (COID) Act No.130 of 1993
- Code of Practice as published by the South African Council for the Project and Construction Management (SACPCMP).
- CIDB Code of Conduct.

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The detailed scope of work shall be as follows:

Stage 1: Project Initiation and Briefing

- 1.1 Demonstrate the Construction Health and Safety Agent competency and resource.
- 1.2 Assist in developing a clear construction project health and safety brief.
- 1.3 Attend the construction project initiation meetings.
- 1.4 Conclude the terms of the agreement with the client.
- 1.5 Advise on the necessary surveys, analyses, tests and site or other investigations where such information will be required for the next stage of the project.
- 1.6 Advise the client on the adequacy of health and safety competency and resources of the other consultants.
- 1.7 Identify construction project health and safety risk profile.
- 1.8 Provide necessary information within the agreed scope of the construction project to the other consultants.
- 1.9 Define the Construction Health and Safety Agent scope of work and services.

Stage 2: Concept and Feasibility

- 2.1 Agree the documentation programme with the principal consultant and other consultants.
- 2.2 Attend design and consultants meetings.
- 2.3 Review and evaluate design concepts and advise on construction project health and safety in conjunction with the other consultants.
- 2.4 Review, update and agree the construction project health and safety risk profile and prepare the construction health and safety policy for the construction project.
- 2.5 Advise on preliminary cost estimates/budgets for construction project health and safety.
- 2.6 Prepare draft construction project baseline risk assessment
- 2.7 Assist the client and principal consultant in the procurement of the necessary and appropriate specialists, including a clear definition of their roles, responsibilities and liabilities
- 2.8 Advise the client on the adequacy of the health and safety competency and resources of the appropriate specialists.
- 2.9 Assess and approve the appropriate specialists health and safety plans.
- 2.10 Monitor the implementation of the appropriate specialists health and safety plans, including periodic audits.
- 2.11 Prepare the draft construction project health and safety specification.
- 2.12 Agree the format and procedures for health, safety and hygiene construction project control.
- 2.13 Advise and agree with the other consultants regarding their construction project health and safety requirements and related design risk management responsibilities.
- 2.14 Liaise, cooperate and provide necessary information to the client/principal consultant and the other consultants.

Stage 3: Design Development

- 3.1 Review the documentation programme with the principal consultant and the other consultants.
- 3.2 Attend design and consultants meetings.
- 3.3 Finalize the construction project health and safety risk profile.
- 3.4 Advise designers of their health and safety legal liabilities and responsibilities for constructability, maintainability and operationability of the structure.
- 3.5 Manage, coordinate, integrate and record the design risk management process with the other consultants in a sequence to suit the documentation programme.
- 3.6 Monitor the integration of health and safety aspects for constructability, maintainability and operationability of the structure during the design process and finalize the construction project baseline risk assessment.
- 3.7 Identify and implement precautions necessary for construction project health and safety control and update the construction project tender health and safety specifications.
- 3.8 Agree on a format for the health and safety file.
- 3.9 Assess and approve necessary construction project health and safety plans for early works.
- 3.10 Monitor the implementation of necessary construction health and safety plans, including periodic audits for early works.
- 3.11 Assist the cost consultant with detailed information for initial construction project health and safety cost estimates/budgets.
- 3.12 Liaise, cooperate and provide necessary construction project health and safety information to the client, principal consultant and the other consultants.

Stage 4: Tender Documentation and Procurement

The client retains the sole mandate on procurement process relating to the building contract however the Construction Health & Safety Agent shall be called on to assist at the discretion of the client on the following duties:

- 4.1 Attend design and consultants meetings.
- 4.2 Assist in developing a clear construction project health and safety procurement process.
- 4.3 Finalize construction project tender health and safety specifications and integrate with procurement documentation.
- 4.4 Provide and record construction project health, safety, hygiene and design risk information to the principal consultant and other consultants.
- 4.5 Prepare construction project health and safety documentation for submission to authorities.
- 4.6 Participate in construction project tender clarification meetings
- 4.7 Assist with the evaluation of tenders and verify the contractor's competencies, knowledge and resources to carry out the construction works in a safe and healthy manner.
- 4.8 Assist the cost consultant in the finalization of the construction project health and safety cost estimate/budget.
- 4.9 Assist with the preparation of contract documentation for signature.
- 4.10 Prepare construction project health and safety mobilization and access plans for the construction work.

- 4.11 Assess samples, mock-ups: and products for construction project, structural maintainability and operability health and safety compliance.

Stage 5: Construction Documentation & Management

- 5.1 Assess, discuss, negotiate and approve the contractor(s) construction project health and safety plans.
- 5.2 Submit necessary construction health and safety documentation to authorities and facilitate permits that may be required to commence the construction work.
- 5.3 Attend site handover meetings and lead construction project health and safety mobilization and access plans.
- 5.4 Attend regular site, technical and progress meetings.
- 5.5 Prepare revised construction project health and safety risk profile, specifications and cost estimates/budgets where there is scope of work changes
- 5.6 Monitor the implementation of the construction project health and safety plans in accordance with the construction project health and safety specification and further scope of work changes and recommend stop work orders where necessary.
- 5.7 Monitor design risk management.
- 5.8 Perform incident and accident investigations where necessary.
- 5.9 Audit compliance with the construction project health and safety plans and brief the project management team and contractor(s) following site audits.
- 5.10 Conduct construction health and safety management system audits.
- 5.11 Facilitate construction health and safety system and plans reviews for continual improvement.
- 5.12 Monitor the compilation of the construction project health and safety file by the contractor(s).
- 5.13 Prepare and maintain the consolidated health and safety file.
- 5.14 Prepare the structure commissioning health and safety plans.

Stage 6: Project Close Out

- 6.1 Review, discuss and approve the health and safety file with the contractor(s) and manage the construction project health and safety during the defects liability period.
- 6.2 Cancel all construction project health and safety legal appointments.
- 6.3 Prepare the health and safety operations and maintenance report.
- 6.4 Prepare the consolidated construction project health and safety close - out report.

A1.4 SCOPE OF WORKS

The size of the site is approximately 1.30 ha The facilities will inter alia consist of:

A. Community Service Center Spaces

1. Covered Veranda
2. Work Area in front of counter (Including help desk to certify documents)
3. Work Area behind the counter
4. Statement drafting area. (Three individual seating spaces)

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5. Sensitive Statement drafting area.
6. Kitchen
7. Radio Room/ CAS Terminal Office
8. Statement Room
9. Crime Office
10. CSC Commander Office (Level 10) (Members working shifts, X 4 Lt Colonel)

B. Public Ablution Block

1. Male Ablutions
2. Female Ablutions
3. Paraplegic Ablution

C. Victim Friendly Facility Spaces

1. Reception Area with Waiting Room
2. Counseling Room
3. Bathroom
4. Treatment Room

D. Offices

1. Station Commander Office (Level 13) Incl. Mini Boardroom
2. Secretary (Level 5) with Waiting Area

E. Visible Policing Offices

1. Section Commander Office (Level 12)

F. Crime Prevention Office (Open Plan Office)

1. Members/ Locker Room
2. JOC/ War Room
3. Officer (Level 10)
4. One Open Plan Office (Level 8) to accommodate two Officers.
5. One Open Plan Office (Level 7)
6. One Open Plan Office (Level 6) to accommodate four Officers.
7. One Open Plan Office (Level 5) to accommodate eight Officers

G. VISPOL Support

Operational Admin (Flash, General Enquires, Exhibit Management)

1. Office (Level 10)
2. Office (Level 8) for two Officers

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3. One Open Plan Office (Level 7) to accommodate two Officers
4. One Open Plan Office (Level 6) to accommodate five Officers
5. One Open Plan Office (Level 5) to accommodate six Officers
6. Locker Room (with lockers)/ Parade Room

H. Detective Services Spaces

1. Section Commander Office (Level 12)
2. Office (Level 10) for two Officers
3. Office (Level 8) for seven Officers
4. Office (Level 7) for eleven Members
5. Office (Level 6) for twenty-four Members
6. Office (Level 5) for nineteen Members
7. Admin Office (Level 7)
8. Admin Office (Level 5) for four Members

I. Support Services Spaces

1. Commander Office (Level 12)

J. HRM

1. Commander Office (Level 10)
2. Office (Level 8) for three Officers
3. Member Office (Level 7)
4. Open Plan Admin Office (Level 5) for two Members

K. SCM

1. Commander Office (Level 10)
2. Office (Level 8)
3. Member Office (Level 7)
4. Open Plan Admin Office (Level 5) for three Members

L. Finance

1. Commander Office (Level 10)
2. Office (Level 8) for two Officers
3. Open Plan Admin Office (Level 7) for three Members
4. Open Plan Admin Office (Level 5) for three Members

M. CIMAC

1. Commander Office (Level 10)

2. Office (Level 8)
3. Member Office (Level 7)
4. One Office for Member Office (Level 6) and Admin Office (Level 5)

N. Management Information Centre

1. Commander Office (Level 10)
2. Office (Level 8)
3. Member Office (Level 7)
4. One Office for Member Office (Level 6) and two Admin (Level 5) Members.

O. Support Space as per Work Area

General

1. Boardroom/ Lecture Tea Room
2. Computer Server Room
3. Cleaners Rest Room

P. Safes

1. Walk-in Safe (Fire-Arm/ Ammuo- SAP 13)
2. Walk-in Safe (Fire-Arms Station Amoury)
3. Walk-in Safe (Fire-Arm/ Ammuo-CSC)
4. Walk-in Safe (Exhibts General)

Q. Store Spaces

1. Docket and Archive (with shelves)
2. Registry and Archive
3. Cleaning Material Store Room
4. Garden Equipment Store Room
5. Stationary Store Room
6. Roadblock Equipment Garage (Lockup Garage)

R. Male Cells Standard Spaces

1. Six Cells
2. Six Courtyard Spaces
3. One Secured passage to Cells
4. One Security Service Duct

S. Females and Juveniles Cells Standard Spaces

1. Three Cells

2. Three Courtyard Spaces
3. One Secured passage to Cells
4. One Security Service Duct

T. Cell Standard Spaces

1. Blanket/ Linen Store Room
2. Pantry
3. Kitchen
4. Ablutions
5. Kitchen Yard
6. Prisoner Property Store
7. Waiting Lobby
8. Declaration of Statements Area
9. Admittance Area (Including Cell Guard Office and Fingerprint Area)
10. Secure Off-Loading Area (Max. height 3,5m)
11. Visitors Room (Two Cubicles)
12. Search Room (Adjacent to Visitors Room)
13. ID Photo Room
14. Holding Cell

U. Emergency Generator Room (Generator must be provided)

V. Emergency Water Storage

W. Air-cons and Dehumidifier must be provided where and if necessary

X. Security Measures as per Security Advisory Spec.

Y. Undercover Parking

1. Official Light Vehicles Area to accommodate Sixty vehicles (Including turning area)
2. Wash Bay
3. Refuse Area
4. SAP 13 Vehicle Camp
5. Open Parking for Personnel/ Public allowed on Site

As per approved needs assessment document with a **total assignable area** approximately 2322,60 m². The client shall be providing prototype design drawings and specifications to act as guidelines of the required standards, functional relationships and process flow requirements. The project design team shall be expected to undertake full designs based on the approved needs assessment, site-specific parameters, statutory requirements and client standards and requirements.

A1.5 LOCATION OF PROJECT

Location : WELLINGTON, WESTERN CAPE
Property Description : Portion 1 of ERF 558 Wellington Ext 1
GPS co-ordinates : S 25 degrees 45' 17. 33" E 29 degrees 25' 33. 78"

A1.6 PROJECT ESTIMATED COST

Total Estimated Building Cost	R 93 378 355.71
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***Excluding VAT & Professional Fees**

A1.7 PROJECT DURATION / PRELIMINARY TARGET DATES

The client approved planning period (stage 1 – 4) for all disciplines is **43 weeks (10 Months) and (2 Months for Client Approval)** excluding industrial break from appointment of the consultant team and construction (stages 5 & 6) **TWENTY-FOUR (24) months** from the date of appointment of the successful contractor excluding industrial break.

Award and Mobilization	3 Months
Construction Duration	24 Months
<i>(Letter of award shall include the Construction Permit to the end of the 3 months defects liability period)</i>	
<u>Defect Liability Period</u>	3 Months
Total Construction Contract Duration	30 Months

The Lead Consultant together with the rest of the consultancy team shall be expected to provide a detailed program based on the client approved duration above for the complete works related to stages 1 to 6 outlined in the approved Project Execution Plan (PEP).

Work Stages Target Durations are as follows:

- Stage 1 Inception: **2 Weeks**
- *Presentation and Client Approval:* **2 Weeks**
- Stage 2: Design Concept and Viability: **4 Weeks**
- *Presentation and Client Approval:* **2 Weeks**
- Stage 3 Design Development: **6 Weeks**
- *Presentation and Client Approval:* **2 Weeks**
- Stage 4.1 Tender Documentation: **12 Weeks**
- *Presentation and Client Approval:* **2 Weeks**
- Stage 4.2 Procurement: Approximately **43 Weeks (Dependent on client internal procurement processes)**
- **Mobilization** **3 Months**
- Stage 5 Construction: **24 Months (Inclusion of construction permit duration)**
- Stage 6 Project Closeout: **75 Working Days**