

PROJECT SPECIFICATION

Transnet freight Rail requires the provision of garden services and cleaning twice per month at their premises situated in North end and Deal Party, Port Elizabeth for a period of 24 months. **It is essential to note that the area concerned, as well as items listed, will be maintained and executed strictly to recognized horticultural rules and principles.**

1 SCOPE

- 1.1 Cutting of lawn areas.
- 1.2 Control of grass alongside pathways and other areas.
- 1.3 Clearing of grass from around flowerbeds and trees.
- 1.4 The removal of litter and disposal of vegetative material.
- 1.5 Maintenance of Cycads
- 1.6 Transplanting of cycads
- 1.7 Tree pruning
- 1.8 Application of herbicides
- 1.9 Application of Fertilizer
- 1.10 Addition of Pine bark
- 1.11 Sprinkler system maintenance
- 1.12 Removal of Rubble

2 CONSTRUCTION

2.1 CUTTING OF LAWNS

The lawns shall be cut with a lawn mower to maintain a height of the grass between 30mm and 50mm.

2.2 CONTROL OF GRASS EDGES

All grass edges and other overgrowth, (where applicable) will be cut to maintain a height of between 50mm and 80mm.

2.3 MAINTENANCE OF FLOWERBEDS

Clean and maintain flowerbeds and loosen the soil around trees.

2.4 REMOVAL OF LITTER AND VEGETATIVE MATTER

Cleaning and removal of litter such as paper, plastic and tins etc., in the yard areas, including from fences in the vicinity of each area.

The removal of all vegetation from site as a result of cutting, mowing and pruning.

2.5 MAINTENANCE OF CYCADS

- Old cones to be removed from cycads.
- Underdeveloped and emerging cones can be removed with a flat ended screw driver.
- Any broken pieces should be removed.
- 250ml super flowers must be applied to the hole within 15 seconds after removal and before the hole closes.
- Cycads to be inspected for any insects eg Snout beetle. If present, whole plant should be treated with Kohinor insecticide. The leaves, stem, crown and soil around the base must be treated. Treatment to be repeated if necessary 2 to 4 x per year.

2.6 TRANSPLANTING OF CYCADS

- Cycads may be transplanted to areas within the TFR property. The reason being for opening up areas which are now overgrown.
- New plants and plants which are too close may be required for transplanting.
- Holes will be dug in areas agreed to with the resident Horticulturalist.
- All new holes shall be pre-paired with bone meal, fertilizer and compost mixed into the holes.
- Care must be taken that plants taken out are placed in the same orientation that they were growing in.

2.7 PRUNING OF TREES

- Trees should be pruned to a height of at least 2m above ground level, at a recognized time for the applicable specie/s.
- Thinning out of species will be executed to aesthetic principles.
- Special attention will be given to the species, *Phoenix reclinata*, as well as *Strelitzia nicollii*. Plants will be trimmed to below window height, where practical.
- All pruning will be done in collaboration with the local horticulturalist.
- Removal of side branches from existing tree flush with the tree trunk, not more than 10mm cut branch should be left on the tree trunk.

2.8 APPLICATION OF HERBICIDES

- Lawns will be sprayed with selective broadleaf herbicide during September and March to control all species of broadleaf weeds.
- Fence lines to be treated with Glyphosate herbicide every three months to control vegetation creeping and clinging to fencing. Spray width not more than 300mm.
- Alien vegetation or declared / noxious weeds, in the area which is required to be maintained by the supplier, shall be treated as normal maintenance and must be removed or treated by means of Chemical control weed spray around structures and perimeter of fence.

2.9 APPLICATION OF FERTILIZER

A maintenance of fertilizer should be applied to all trees, shrubs and lawns twice a year.

The following types of fertilizer are required to be used for maintenance purposes:

- Lawn Areas: LAN (28) or equivalent
- 3:1:5 OR seagro product or similar

2.10 ADDITION OF PINE BARK

- 10 m³ of pine bark to be supplied and distributed by the supplier to flower beds near the start of the growing season in year two of the contract.
- An industrial type wood chipping machine may be provided by the supplier and be available on site during every service, with the purpose of volume reduction of pruned material. "Chipped" material will be properly managed on site to produce compost for gardening purposes.

2.11 SPRINKLER SYSTEM

- Maintenance of the existing sprinkler system may be required on an "As and When required" basis, or quarterly, whichever is required first.
- All maintenance should take into account any trenching and closing of trenches and all other holes dug for maintenance.
- All stones and rocks shall be removed from any grass and paving / parking areas where trenching and holes dug has taken place.
- All excavations, no matter what the depth should be cordoned off with barrier tape while work is undertaken and any excavation is open.
- All excavations / trenching should be closed up on the same day that they are made where possible, to minimize risk and disruption to normal work.
- The Maintenance required may include but not be limited to:
 - Cleaning of nozzles / flush the system.
 - Replacement of nozzles and or sprinkler heads.
 - Replacement of straight and elbow couplings of nozzles.
 - Replacement and connecting of pipe sections which have been damaged and have leaks.
 - Replacement or maintenance of stop cocks and taps and end stoppers.
 - The application of plumber's tape to all threaded joints is required at all times.

2.12 REMOVAL OF RUBBLE

The removal of rubble is envisioned to take place on an as and when required basis, but not more than twice per year over the contract period.

3. INFORMATION TO BE PROVIDED WITH TENDER

The Respondent shall submit the following information at the time of tendering:

- 3.1 The Schedule of Quantities and Prices in Part C of the Special Conditions must be completed in full.
- 3.2 The Contractor shall be regarded as the employer as defined in Section 1 (1) of Act 85 of 1993 (Machinery and Occupational Safety Act) and shall be responsible for ensuring that the requirements of the Act and the regulation are implemented on the work site.

- 3.3 The contractor shall submit a copy of the certificate issued by the Department of Agriculture to certify that the tenderer or his/her representative is a pest control operator in terms of Act 36 of 1947, as stipulated under clause A4.3,
- 3.4 The description and rates of application submitted shall serve as the minimum basis for estimating performance and vegetation control by the Contractor. The herbicides so specified shall be used as the basis for evaluating the efficacy of the Contractor's proposed method of work.
- 3.5 A list of registered products to be used in the work, supported by specimen labels, indicating:

Trade name

Generic name

Registration Number

Ingredients (type and content) as shown on the label

Application rates

The Technical Officer's approval shall first be obtained for use of other herbicides.

4.1. COMPLIANCE WITH STATUTES

- 4.1.1. The Supplier's procedures for the procurement, storage, handling, transportation, application and general use of chemicals shall comply with all applicable legislation, Codes of Practice and Local, Regional or Provincial Authorities, including but not restricted to:
- a) The Fertilizers, Farm Feeds, Agricultural Remedies and Stock Remedies Act (Act 36 of 1947) as amended.
 - b) The Hazardous Substance Act (Act 15 of 1973) as amended.
 - c) The Water Act (Act 54 of 1956) and the Water Amendment Act (Act 96 of 1984) (where applicable).
 - d) The National Environmental Management Act (Act 107 of 1998).
 - e) National Environmental Management: Biodiversity Act (Act 10 of 2004) (NEMBA) as amended.
 - f) SABS Code of Practice No. 0206-1985 "Safety procedures for the disposal of surplus pesticide and associated toxic waste".
 - g) Conservation of Agricultural resources Act (Act 43 of 1983) as amended.
 - h) Common law of nuisance.
 - i) Mountain Catchment Area Act (Act 63 of 1970).
 - j) The National Veld and Forest Fire Act (Act 101 of 1989)
- 4.1.2. **The Supplier's authorised representative on site shall be a registered Pest Control Operator, specialising in the field of industrial weed control and registered in terms of the Farm Feeds Agricultural and Stock Remedies Act, Act 36 of 1947 as amended. A registered Pest Control Operator shall be in direct control of work taking place on site.**

5. **Work Specifications**

5.1.1 Standard Specifications

The following standard specifications will be applicable to this agreement:

- SANS 1200A – General
- SABS Code of Practice no 0206-1983” Safety procedures for the disposal of surplus pesticides and associated toxic waste.”

5.1.2 The following Transnet Generic Specifications will be applicable to this Agreement:

- E4E (August 2006): Safety arrangements and procedural compliance with the Occupational Health and Safety Act, Act 85 of 1993 and regulations.

5.2 HEALTH AND SAFETY

5.2.1 The Supplier shall at all times comply with safety rules, regulation, as well as Transnet Freight Rail (TFR) Safety Guidelines for Infrastructure (latest Edition).

5.2.2 The Supplier shall at all times comply with the Basic Conditions of Employment Act as well as other relevant labour legislation. The Supplier must conduct his own formal risk assessment and Environmental risk assessment to identify risks. The Supplier is to clearly indicate in his tender submission the process and procedures he intends implementing to mitigate the total of all risks: e.g.

- Working with herbicides.
- Use of grass catcher with equipment where equipped.
- Keep body parts and loose clothing away from machine when operating.
- Make sure equipment is in neutral when starting and that drive is not engaged.
- Make sure moving parts are stationary before making adjustments.
- Beware of steep slopes and inclines.
- Remove all sticks, stones and pieces of wire from lawn area before mowing.
- Ensure blades are firmly fixed before work commences.
- Never leave machines unattended whilst motor is running.
- Sanitation and refuse disposal as a threat to the environment.

5.2.3 The Supplier shall ensure that all workers are appropriately equipped and wearing Personal Protective Equipment (PPE) and that Safety Talks are conducted and noted in the Site Diary before the start of every shift.

5.2.4 The Supplier shall ensure that all his employees undergo medical surveillance where required by legislation.

5.2.6 Non-compliance with safety requirements will result in immediate suspension of work without payment.

6. EQUIPMENT AND TOOLS

The following equipment / tools are the minimum requirement necessary to successfully execute the required work / operation but not limited to:

- 4 Lawnmowers
(NB: A ride-on lawnmower will be advantageous due to the size of the different TFR yards)
- 2 Brush cutters
- 1 Knapsack sprayer (Herbicide) and / or
- 1 Knapsack sprayer (Insecticide)

7. MEASUREMENT AND PAYMENT

- 7.1 Payment will take place monthly as per all work completed.
- 7.2 All rates should be tendered for, and payment will be on rates tendered for work completed.
- 7.3 The rates tendered for the maintenance of the sprinkler system are provisional.
- 7.4 Payment for maintenance of sprinkler system will be made only in the month that work that is completed on the sprinkler system.
- 7.5 After every cut and cleaning, the appointed champion of each depot must sign the check sheet that needs to be submitted with the invoice at the end of each month to confirm that the works were satisfactory completed and done as the specification.
- 7.6 All Items in the schedule should be completed in black ink.
- 7.7 Year 2 rates will begin at the end of one year, that is after 12 months from start of contract.
- 7.8 Year 3 rates will begin at the end of year two, that is after 24 months of the contract.

