



SUPPLY CHAIN MANAGEMENT

Enquiries: Ms. I Thesen

Ref: 6/4/2

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As per e-mail:

Dear Sir /Madam

NOTICE TO BIDDERS ADDENDUM 1: TENDER B/SM 115/21

B/SM 115/21: TO APPOINT A PROFESSIONAL SERVICE PROVIDER TO ASSEMBLE A MULTI-DISCIPLINARY TEAM OF PROFESSIONALS TO UNDERTAKE A BROAD CONCEPTUAL URBAN DESIGN FRAMEWORK FOR A PORTION OF PORTION 7 OF FARM 527 AND REMAINDER FARM 527, STELLENBOSCH, AND TO OBTAIN TOWN PLANNING AND DEVELOPMENT RIGHTS.

The compulsory site meeting held on 08 July 2021 via MS Teams has reference.

1. Replace Scope of Works for Key Personnel (Project Manager & Sub-consultants).
(Page 63):

PSP / Sub-Consultant	Activity / Work Description	Work to be Performed / Deliverables	Total Cost (R)
Project Manager	Project Management & Administration (Includes Environmental Control Officer)	• Undertake overall Project Management of project up to the obtaining of development rights • Appoint, manage and remunerate sub-consultants as needed • Prepare the Project Implementation Plan • Arrange and manage Monthly Progress Meetings with key stakeholders (including the taking and distribution of minutes of these meetings) • Provide Progress Reports on a monthly basis • Prepare and update Gantt Chart Programme for overall project • Prepare (with relevant PSP input) and submit Project Feasibility Report (PFR) • Prepare (with relevant PSP input) and submit Project Implementation Readiness Report (PIRR)	



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With: To exclude the Environmental Control Officer

Project Manager	Project Management & Administration	• Undertake overall Project Management of project up to the obtaining of development rights • Appoint, manage and remunerate sub-consultants as needed • Prepare the Project Implementation Plan • Arrange and manage Monthly Progress Meetings with key stakeholders (including the taking and distribution of minutes of these meetings) • Provide Progress Reports on a monthly basis • Prepare and update Gantt Chart Programme for overall project • Prepare (with relevant PSP input) and submit Project Feasibility Report (PFR) • Prepare (with relevant PSP input) and submit Project Implementation Readiness Report (PIRR)	
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2. Replace activity or work description in the Scope of Works for Key Personnel under Heritage Specialist on Page 68:

Sub-Consultant – Heritage Specialist	Water Use License Process (Includes Specialist Studies & WULA License)	• Prepare and submit Water Use License Application (WULA) to DWA • Obtain approval for WULA • Precise specialist studies dependent on site conditions	
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With: To exclude Specialist Studies & WULA License on Page 68

Sub-Consultant – Heritage Specialist		Precise specialist studies dependent on site conditions	
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3. Include WULA application process under the Key professional of sub consultant of Environmental Practitioner.

Sub-Consultant – Environmental Practitioner	Environmental Investigation & NEMA Approval Process	• Undertake a Baseline Environmental Analysis as input into Site Development Plan • Develop Land Determination as input into Site Development Plan • Prepare a detailed Integrated Statutory Process Plan as input into Site Development Plan process • Provide inputs and response with regard to objections and comments originating from the LUPA approval process • Complete and submit Environmental Authorisation (EA) application • Prepare and submit Draft Scoping Report, including Plan of Study for EA • Submit Final Scoping Report to DEADP and obtain approval thereof • Prepare and submit a Draft Environmental Impact Report and Environmental Management Plan • Compile Final Environmental Impact Report and Final Environmental Management Plan and submit to DEADP • Obtain Environmental Authorisation • Prepare and submit Water Use License Application (WULA) to DWA • Obtain approval for WULA	
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4. Remove Sub Consultant Geotechnical Engineer on Page 74 from the list of key professionals as this study is a duplicate:

Sub-Consultant – Geotechnical Engineer	Flood Line Determination	• Undertake necessary fieldwork and surveys • Draft Storm-water Management Plan for submission to relevant Municipality for comment • Prepare Final Storm-water Management Plan incorporating all relevant comments • Delineate 1:50-year and 1:100-year Flood Lines on the Site Development Plan as input in the layout design process	
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5. Include a fixed contingency of 10% to the total price in the pricing Schedule.

**DIRECTOR
CORPORATE SERVICES**

DATE:

19/7/21

Note: Confirmation to the addendum

CONFIRMATION

I (Name) hereby declare on behalf of

..... (Company's name),

to agree/not agree (please encircle) to the above changes in the bidding documentation.

Address:

.....

.....

Tel no.:

Fax no.:

Signature of bidder:

Date:

PSP / Sub-Consultant	Activity / Work Description	Work to be Performed / Deliverables	Total Cost (R)
Project Manager	Project Management & Administration	• Undertake overall Project Management of project up to the obtaining of development rights • Appoint, manage and remunerate sub-consultants as needed • Prepare the Project Implementation Plan • Arrange and manage Monthly Progress Meetings with key stakeholders (including the taking and distribution of minutes of these meetings) • Provide Progress Reports on a monthly basis • Prepare and update Gantt Chart Programme for overall project • Prepare (with relevant PSP input) and submit Project Feasibility Report (PFR) • Prepare (with relevant PSP input) and submit Project Implementation Readiness Report (PIRR)	
Sub-Consultant - Town Planner (Urban Designer & Architect to price separately below)	Development of a Site Development Plan	• Prepare a Site Development Report depicting at least three (3) different development options, including: various housing typologies. The various density options and the approximate number of sites from each housing typology, as well as other land uses should also be presented, analysed and a final recommended option motivated in this report	

PSP / Sub-Consultant	Activity / Work Description	Work to be Performed / Deliverables	Total Cost (R)
		• Compile a final Site Development Plan (SDP) based on the above report that encapsulates the results of all work done as well as a motivation for a selected layout design	
	Layout Development	• Prepare draft Layout based on approved Site Development Plan for comment by stakeholders • Prepare and finalize draft Layout for the statutory process (LUPA)	
	LUPA Draft Application	• Draft a detailed Integrated Statutory Process Plan • Submit and obtain approval of draft layout based on the SDP • Prepare final layout	
	LUPA Application	• Prepare and submit LUPA Application • Provide inputs during public comment period • Manage public participation process as needed	
	LUPA Approval	• Obtain final approval and all necessary development right	
	DHS Approval Applications	• Provide input in and assist with the drafting of the Project Feasibility Application (PFR) • Provide input in and assist with the drafting of the Project Implementation Readiness Report (PIRR)	
Sub-Consultant – Urban Designer		• Assist the Town Planner in the development of the Site	

PSP / Sub-Consultant	Activity / Work Description	Work to be Performed / Deliverables	Total Cost (R)
		Development Plan (SDP) by formulating urban design principles and by providing an urban design input into the development of the SDP • Participate in the evaluation of the various development options, specifically review the residential typologies against the overall project goals, and provide input into the selection of a final SDP and layout • Ensure that the Urban Design inputs provided are in line with the DoHS's Strategic Goals • Ensure that the Urban Design inputs provided meets the needs of the Stellenbosch Municipality • Assist in the Development Facilitation with stakeholder management and social facilitation such as facilitating community participation in the Urban Design planning processes as required	
Sub-Consultant – Architect		• Design housing orientation and placement options as input into SDP and final layout	
Sub-Consultant – Environmental Practitioner	Environmental Investigation & NEMA Approval Process	• Undertake a Baseline Environmental Analysis as input into Site Development Plan • Develop Land Determination as input	

PSP / Sub-Consultant	Activity / Work Description	Work to be Performed / Deliverables	Total Cost (R)
		into Site Development Plan • Prepare a detailed Integrated Statutory Process Plan as input into Site Development Plan process • Provide inputs and response with regard to objections and comments originating from the LUPA approval process • Complete and submit Environmental Authorisation (EA) application • Prepare and submit Draft Scoping Report, including Plan of Study for EA • Submit Final Scoping Report to DEADP and obtain approval thereof • Prepare and submit a Draft Environmental Impact Report and Environmental Management Plan • Compile Final Environmental Impact Report and Final Environmental Management Plan and submit to DEADP • Obtain Environmental Authorisation • Prepare and submit Water Use License application (WULA) to DWA • Obtain approval for WULA	

PSP / Sub-Consultant	Activity / Work Description	Work to be Performed / Deliverables	Total Cost (R)
Sub-Consultant – Heritage Specialist		Precise specialist studies dependent on site conditions	
Sub-Consultant – Contour Survey (Includes Pegging and Examination Fees)	Land Surveyor (Sub-consultant to be appointed)	- Prepare a Base Map with Cadastral information, Ortho-photos and detailed Site Survey - Prepare Contour Map with 2m Contour Intervals - Undertake the Survey, mapping and demarcation of existing structures, services and land uses on site - Undertake and manage Land Survey and pegging of site boundaries - Submit General Plan to Office of Surveyor General for approval (attend to all relevant matters to secure approval and open Township Register) - Manage Land Surveyor Examination fees (Payable to Surveyor General)	
Sub-Consultant – Stakeholder Management Expert	Stakeholder Management	- Draft a Social Compact Agreement - Compile a Schedule of Interested and Affected Parties (I&As) - Review the Socio-economic Survey undertaken by Stellenbosch Municipality and produce a report with recommendations	

PSP / Sub-Consultant	Activity / Work Description	Work to be Performed / Deliverables	Total Cost (R)
		• Identify and manage community related risks to the successful execution of the project • Facilitate the transfer of relevant project information and obtain the necessary inputs from the community in terms of needs, expectations and options • Facilitate community approval and consensus relating to: • Housing Typologies • Site Development Plan • Draft Layouts • Take minutes of all stakeholder meetings • Undertake Dispute Resolution where necessary	
Sub-Consultant – Agricultural Expert	Agricultural Potential Investigation	• Undertake Preliminary studies to determine possible agricultural potential and the demarcation of areas with high agricultural value • Produce Agricultural Potential Report and provide input into Site Development Plan	
Sub-Consultant – Civil Engineer	Bulk Services Investigation & Preliminary Designs	• Prepare Bulk Services Report as input into Site Development Plan • Facilitate the Preliminary Geotechnical Site Investigation and assist in preparing the Geo-Tech 1 Report • Facilitate the Detailed Geotechnical Site Investigation and assist in preparing the Geo-Tech 2 Report	

PSP / Sub-Consultant	Activity / Work Description	Work to be Performed / Deliverables	Total Cost (R)
		• Assist with the preparation of the Geotechnical Motivation Report • Draft Preliminary Designs submission for internal services including cost estimates • Compile Final Preliminary Designs submission including cost estimates and report • Compile Services Report for LUPA submission • Obtain formal Council approval of all preliminary designs and reports • Provide input and responses with regard to LUPA objections and comments • Prepare application for Bulk Funding if necessary • Draft Outline Specifications • Undertake Structural investigation of existing buildings and provide recommendations and costings where repairs/upgrades are required • Provide Structural designs as needed (foundations, first floor, masonry, roof, etc.)	
Sub-Consultant – Electrical Engineer	Bulk Services Investigation & Preliminary Designs	• Assist with the preparation of the Bulk Services Report as input into Site Development Plan and layout • Draft Preliminary Designs submission for internal services	

PSP / Sub-Consultant	Activity / Work Description	Work to be Performed / Deliverables	Total Cost (R)
		(Electrical) including cost estimates • Compile Final Preliminary Designs (Electrical) submission including cost estimates and report • Assist with the compilation of the Services Report for LUPA submission • Assist in obtaining formal Council approval of preliminary designs (Electrical) and reports • Provide input and responses with regard to LUPA objections and comments • Assist with the preparation of application for Bulk Funding if necessary • Undertake Electrical investigation of existing buildings and provide recommendations and costings where repairs/ upgrades are required	
Sub-Consultant – Geotechnical Engineer	Bulk Services Investigation & Preliminary Designs	• Assist with the preparation of the Bulk Services Report as input into the Site Development Plan and final layout • Undertake Preliminary Geotechnical Site Investigation and prepare Geo-Tech 1 Report • Undertake Detailed Geotechnical Site Investigation and prepare Geo-Tech 2 Report • Prepare Geotechnical Motivation Report • Assist with the drafting of Preliminary Designs submission for internal	

PSP / Sub-Consultant	Activity / Work Description	Work to be Performed / Deliverables	Total Cost (R)
		services including cost estimates • Assist with the compilation of the Final Preliminary Designs submission including cost estimates and report • Assist with the compilation of the Services Report for LUPA submission • Facilitate the obtaining of formal Council approval of all preliminary designs and reports • Provide input and responses with regard to LUPA objections and comments - • Assist with the preparation of application for Bulk Funding if necessary • Assist with the drafting of Outline Specifications • Assist with the preparation of detailed estimates of construction costs for all services (Internal & Bulk) • Assist with the preparation and submission of a Storm-water Management Plan to relevant authority and help obtain approval • Assist in the preparation and submission of Design Report to relevant authority and help obtain approval thereof • Assist with the preparation of Construction Drawings	

PSP / Sub-Consultant	Activity / Work Description	Work to be Performed / Deliverables	Total Cost (R)
Sub-Consultant – Traffic Engineer	Traffic Investigation	• Road Network Planning, and obtain municipal approval thereof • Prepare Road Network Plan • Traffic counts at relevant intersections • Prepare and submit a Traffic Impact Assessment (TIA) Report • Obtain approval of the Traffic Impact Assessment Report (TIA)	
Sub-Consultant – Market Analyst		• Undertake a market potential study which include a specific housing market analysis applicable to Stellenbosch Municipal area. • Determine the income target markets of the study area.	

SUB TOTAL:	R
Add 10% Contingencies	R
15% VAT	R
TOTAL	R

