



Meeting minutes

Date: 08.11.2024

Time: 09:30AM -11:30AM

Venue: Platinum Boardroom: Transport Management Centre : Goodwood

Topic: Tender Briefing Meeting (1061/2024/25)

1. Welcome, apologies and opening remarks

IF introduced CCT staff and welcomed all attendees to the meeting.

2. General information

IF proceeded to conduct PowerPoint presentation of the tender and its requirements as per the CoCT

3. Question and Answer section

1. **(Unknown):** asked about the reliability of the figures that are being presented on the documents.

o Answer: **IF** responded that the figures are normally submitted by the contractors that are currently managing the parking contract. **IF** further added that the figures are confirmed through the city's own survey.

2. **(Unknown):** Asked **IF** to define ERF in relation to a document that reads: Access to ERF.

o **IF** replied that an ERF could be a parking lot or parking bay, **IF** further mentioned that it is a boundary associated with a piece of land and if the City needs provision for the land to render its services, the contractor shouldn't deny access to the land.

3. **(Unknown):** asked that in terms of the parking Marshalls and other related parking staff, does the city make provisions of it?

o **IF** responded clearly that the city doesn't make provisions for parking staff, however he advised that in some instances there are certain areas where the contractor can have access to public services by consulting with the local wards for support with regard to local staff.

4. **(Unknown):** asked that in terms of the payment system, does the city make provisions for payment devices?

o **IF** responded that the city does not make provisions for payment devices.

4. General matters

IF indicated that a tender notice will be issued before the closing of the tender.