



Minutes of Site Clarification Meeting



Client : Emalahleni Local Municipality
Project : Klarinet and Siyanqoba Bulk Water Supply
Contract : ELM 18/2020
Agenda : Site Inspection and Clarification Briefing Meeting
Date : 29 July 2020
Time : 12:00 – 13:00
Venue : Virtual Meeting – Microsoft Teams

Item				Action
1.	WELCOME			
1.1	The Site Briefing was conducted by Tshego Malebye who welcomed all present.			
1.2	Mr Malebye noted that, as per the tender notice and invitation to tender, attendance of the Site Briefing was non-compulsory due to COVID-19 restrictions.			
2.	ATTENDANCE			
	The signing of an attendance register is not applicable as the briefing is non-compulsory.			
3.1	INTRODUCTION			
3.1.1	Employer	Emalahleni Local Municipality	Mr. M Lelaka / S Ndlovu	
	Design Engineer	Lefatshe Infrastructure Services (Pty) Ltd	Mr. T Malebye	
	Chief Engineer	Lefatshe Infrastructure Services (Pty) Ltd	Mr. Masebenza Matyeka	
3.2	APOLOGIES			
	Not Applicable			
4.	SCOPE OF THE WORKS			
4.1	This contract is for the construction of a bulk water pipeline from Reservoir Point A towards the existing Klarinet and Siyanqoba Townships in Emalahleni.			

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	<p>a) The overall scope of Works entails the installation of 5.8 km of bulk water pipes, sizes varying from 800mm to 1200mm in diameter. The scope applicable for this contract (ELM 18/2020) will be executed in 4 Phases and a summary of the works is as follows:</p> <ul style="list-style-type: none"> • Phase 1: 650m length of 1100mm diameter GRP Pipes • Phase 2: 465m length of 1100mm diameter and 535m length of 1200mm diameter GRP Pipes • Phase 3: 2070m length of 800mm diameter GRP Pipes • Phase 4: 2089m length of 800mm diameter GRP Pipes <p>Total Length of Pipes Installed: 5800m including chambers and fittings.</p> <p>The detailed scope of works is indicated in Part C3 of the tender document.</p>	
4.2	<p>The Engineer indicated that:</p> <ul style="list-style-type: none"> • The project will be implemented as a multi-year contract with a maximum of 4 phases which can be adjusted subject to availability of funding. An instruction to proceed with a phase/s will be issued by the Employer as and when required. <p>5. TENDER DOCUMENTS</p> <p>5.2 Document layout –</p> <p>Compliant to <i>CIDB</i> standards of uniformity.</p> <p>5.1 Availability –</p> <p>Tender documents were made available through the Emalahleni Local Municipality website (www.emalahleni.gov.za) on 27 July 2020 as per the Tender Notice.</p> <p>5.3 Quantities –</p> <p>A Schedule of Quantities is included in the tender document in Part C2.2, and is available in electronic format at the tenderer's request.</p> <p>The engineer indicated that any amendments to the BoQ will be issued to the contractors with the Addendum.</p> <p>5.4 General Conditions of Contract –</p> <p>The <i>General Conditions of Contract for Construction Works, Third Edition (2015)</i>, published by the South African Institution of Civil Engineering, is applicable to this Contract.</p>	

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5.5	<p>CIDB Requirements –</p> <p>The Chairperson indicated that the tenderers should have a CIDB Contractor Grading designation of 7 CEPE or 8 CE or higher.</p>	
5.6	<p>Standard Specifications –</p> <p>The <i>Standard Specifications for Construction Civil Engineering Works</i> is SANS 1200 (Latest Edition)</p>	
6.	<p>TARGETED PROCUREMENT</p>	
6.1	<p>The evaluation of the bid will be based on Price and Preference as per Section T1.2 Tender Data, the ratio of which shall be 90/10. Preference is based on the construction sector scorecard and the tenderer's B-BBEE Status Level Certificate.</p>	
6.2	<p>The preferential procurement of subcontracting 30% of the total contract amount as indicated in Section C3.3 (Procurement) of the tender document should be adhered to ensure compliance with the contract.</p>	
7.	<p>PROGRAMME</p>	
7.1	<p>Tender Closing –</p> <p>The close date and time of tender is as follow: Closing Date: 28 August 2020 Closing Time: 11:00</p> <p>Particulars regarding the submission of tenders appear in Part T1.2, C.2.13.5 of the tender document.</p>	
7.2	<p>Anticipated Commencement Date –</p> <p>The anticipated earliest commencement date is November 2020. Should there be a need to extend the validity period, the Employer will communicate accordingly.</p>	
7.3	<p>Time for Completion –</p> <p>The time for achieving Practical Completion, including the 28 days allowance for finalization of documentation in terms of Clause 5.3.2 and Clause 5.3.3, will be as follows:</p> <ul style="list-style-type: none"> FY 2020/2021 (Phase 1) – 245 days FY 2021/2022 (Phase 2) – 610 days FY 2022/2023 (Phase 3) – 915 days FY 2023/2024 (Phase 4) – 915 days. 	

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	<p>The duration is indicated in the contract data Part C1.2 (Clause 1.1.1.14) of the tender document. The duration are cumulative and are set in series i.e. no interdependence. The financial year are indicative of the municipal period in which the project will take place. The actual implementation of the project will overlap over financial years. Bidders must use the durations in series to determine the applicable escalation of their pricing.</p>	
7.4	<p>Construction Programme and Cash Flow –</p> <p>The engineer indicated that the contractor must submit a programme indicating how the works will be executed and a corresponding monthly cash flow.</p>	
8.	<p>FEATURES REQUIRING SPECIAL ATTENTION</p>	
8.1	<p>Returnable Schedules and Compulsory Documents –</p> <p>Included in Part T2 and T1.2 Clause 2.23 of the tender document.</p> <p>The engineer emphasised that all the returnable schedules and compulsory documents should be submitted by the closing date to avoid delays in the evaluation of bids.</p>	
8.2	<p>Access to Site and Camp –</p> <p>Access to site will be given to the successful entity once all the relevant documentation has been submitted.</p> <p>The camp site will be selected by the ELM (Client) together with the Ward Councillor.</p>	
8.3	<p>Ground and Subsoil Conditions –</p>	
8.3.1	<p>A detailed geotechnical report for the project is included as Annexure I of Part C5 – <i>Relevant Documentation</i>.</p>	
8.4	<p>Survey and Setting Out –</p>	
8.4.1	<p>The survey and setting out information will form part of the construction drawings.</p>	
8.5	<p>Bedding and Borrow Materials and Spoil Sites –</p>	
8.5.1	<p>Trenching</p> <p>Bedding material will be in accordance with project specification. The BoQ has provisionally measured the anticipated materials. There is no allowance for borrow pits. The importing of commercial sources will be subject to the approval by the engineer.</p>	

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8.5.2	The contractor shall make his own arrangements for a spoil site.	
8.6	<p>Construction Power and Water</p>	
	<p>The Contractor must arrange with Emalahleni Local Municipality for the temporary supply of water and electricity for construction purposes. The municipality prefers contractors to source suitable water for construction from nearby streams to reserve scarce potable water for residential consumption.</p> <p>Should the Contractor use potable municipal water for consumption or electricity, the Contractor must obtain approval to do so from the municipality and keep a record of Municipal water or power usage during construction and ensure that all associated costs are paid to the local authority.</p>	
8.7	<p>Concurrent Construction Activities</p>	
	<p>The engineer indicated that the appointed civil contractor must coordinate their construction activities with other contractors who will concurrently do construction work near the site linked to this contract.</p>	
8.8	<p>Existing Services</p>	
	<p>The engineer indicated that there is existing services particularly in Christiaan de Wet road has other services like electric cables, fibre, stormwater pipes, etc. Provision for the protection of these services is made in the bill. Extra precaution should be taken working in these servitudes. Before the commencement of any works, the successful contract will be required to setup a meeting with potentially affected service providers for them to indicate the location of their services.</p>	
8.9	<p>Workmanship and Quality Control</p>	
	<p>As per the standard specifications.</p> <p>The engineer indicated that the quality control and quality management remain the responsibility of the contractor during the execution of the works.</p>	
8.10	<p>Security</p>	
	<p>The appointed contractor must provide security for the site for the duration of the construction period.</p>	
8.11	<p>“As-built” drawings</p>	
	<p>During the execution of the works, the appointed contractor must provide the resident engineer with as-built information on a regular basis. Additionally, all the</p>	

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	as-built information should be submitted and completed before practical the completion certificate is issued.	
8.12	<p>Wayleaves</p> <p>The engineer indicated that the wayleave application process has commenced, and that wayleave approval should be in hand when construction on the affected road reserves commences.</p>	
8.13	<p>Environmental Management Plan –</p> <p>The Contractor shall comply with all the conditions of the EMP and ROD included in Section C4 & C5</p>	
8.14	<p>Health and Safety Plan –</p> <p>Health and safety specification is bound into the tender document to enable the contractor to price. The contractor must provide for the Health and Safety Plan for his entity and that of subcontractors, including adhering COVID 19 requirements.</p>	
9.	<p>ADDENDUMS TO TENDER</p> <p>Addendums to the tender will be sent to tenderers on the 3rd of August 2020. Items requiring amendment identified during the clarification included but not limited to the following:</p> <ul style="list-style-type: none"> • <i>Amendment of tender data to indicate that the site clarification meeting was not compulsory</i> • <i>Amendment of the subcontracting close to indicate required subcontracting of 30% to locals</i> <p>Additional amendments will be communicated to the bidders through Addendum via the Emalahleni Local Municipality tender bulletin website.</p>	
10.	<p>DETAILED SITE INSPECTION</p> <p>All attendees are welcome to visit the site at their convenience. Strict adherence to covid-19 safety regulations must be observed at all times. The Employer will not accompany any contractor on site for a detailed inspection.</p>	
11.	<p>QUESTION PERIOD</p>	
11.1	<p>Q1: Does the company experience required in the evaluation criteria refer to projects completed specifically with the GRP pipe?</p> <p>A1: No, the experience only refers to bulk water projects completed by the contractor. The bulk water project can be of any pipe material but relevant to</p>	

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	bulk pressure pipelines.	
11.2	<p>Q2: How many finish to start dependencies do we have in each phase, for planning purposes to catch up with the deadlines?</p> <p>A2: The phasing of the project are not interdependent on each other, the phases are running in series for the sake of estimating CPA. A drawing indicating the implementation (phasing) of the project will be issued at part of the Addendum.</p>	
11.3	<p>Q3: How many contractors will be appointed for this contract? For example, Contractor A may be the lowest in Phase 1 and Contractor B may be the lowest in Phase 2, etc.</p> <p>A3: Only one contractor will be appointed. The project has been phased due to the Employers budget availability in the respective financial years. The contractors are requested to complete the pricing schedule for all four phases and the total of the four will be considered when evaluating the document.</p>	
11.4	<p>Q4: Will the project exceed the 4 phases?</p> <p>A4: The project will remain as 4 phases. The four phases will be implemented in the estimated financial years as indicated in Clause 1.1.1.14 in the Contract Data. However, the contractor may be required to implement a phase before the actual stated FY if and when the budget is made available.</p>	
11.5	<p>Q5: Do we need to submit a programme in our submission?</p> <p>A6: Yes. The programme of works and cashflow is required for the Client to evaluate how the contractor is planning to execute the project.</p>	
12.	<p>SIGNING OF CERTIFICATES</p> <p>Signing of the Site Attendance Certificate will not be applicable</p>	
13.	<p>CLOSURE</p> <p>Mr. Malebye thanked all for attending and declared the meeting closed at: 12:54, 29 July 2020.</p>	