



INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR PROFESSIONAL SERVICE PROVIDERS

ADVERT DATE: **30 OCTOBER 2020**

Due to the Covid-19 Pandemic, a compulsory tender briefing session will only take place on the 5th of November 2020 from 10:00am – 11:00am via Ms Virtual Teams meeting. The interested bidders are to notify JDA representatives by e-mail and direct to: npingo@jda.org.za or sgcobo@jda.org.za before 12:00pm on the 4th of November 2020 so that JDA can forward an Ms Virtual Teams meeting invite with a link to them. Questions and answers will be uploaded on the JDA website. The last day for receipt of queries is 24 November 2020.

CLOSING DATE: **03 DECEMBER 2020**

CLOSING TIME: **12H00**

BID DESCRIPTION: REQUEST FOR PROPOSAL FROM A CONSORTIUM OR JOINT VENTURE WITH EXPERTISE IN TRANSPORT PLANNING AND TRAFFIC ENGINEERING, URBAN PLANNING AND COMMUNITY PARTICIPATION TO DEVELOP A TRANSPORT MASTERPLAN AND IMPLEMENTATION PLAN FOR THE RANDBURG CENTRAL BUSINESS DISTRICT

BID NUMBER: JDA/DF/TMP-RANDBURG/002/2020

BID DOCUMENTS MUST BE DEPOSITED IN THE BID BOX SITUATED AT

Offices of the Johannesburg Development Agency, 3 Helen Joseph (former President Street), The Bus Factory, Newtown, JOHANNESBURG, 2000

Bidders should ensure that bids are delivered timeously to the correct address. If the bid is late, it will not be accepted for consideration.

NB: NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE (see definition below)

MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:

Department Procurement
Contact Person: Siyambonga Gcobo e-mail: gcoobo@jda.org.za
Tele 011 688 7851

ANY ENQUIRIES REGARDING THE PROJECT MAY BE DIRECTED TO:

Department Development Facilitation
Contact Person: Nicolette Pingo e-mail: npingo@jda.org.za
Tele 011 688 7851

PLEASE NOTE: TENDERS MUST BE SUBMITTED ON THE TENDER DOCUMENTATION ISSUED. TENDER DOCUMENTATION MUST NOT BE REPRODUCED OR REARRANGED. ANY ADDITIONAL INFORMATION MUST BE SUBMITTED AS A SEPARATE ATTACHMENT TO THE TENDER DOCUMENT FAILURE TO DO SO WILL RESULT IN YOUR BID BEING DISQUALIFIED

RANDBURG CENTRAL BUSINESS DISTRICT TRANSPORT MASTERPLAN AND IMPLEMENTATION PLAN

OFFER

**THE FOLLOWING PARTICULARS MUST BE FURNISHED
(FAILURE TO DO SO WILL RESULT IN YOUR BID BEING DISQUALIFIED)**

BID / RFP NUMBER

BID / RFP DESCRIPTION

NAME OF BIDDER

POSTAL ADDRESS

STREET ADDRESS

TELEPHONE NUMBER **CODE** **NUMBER**

CELLPHONE NUMBER

FACSIMILE NUMBER **CODE** **NUMBER**

E-MAIL ADDRESS

COMPANY REGISTRATION NUMBER

NATIONAL CENTRAL SUPPLIER DATABASE NUMBER

VAT REGISTRATION NUMBER

TAX VERIFICATION PIN NUMBER

TOTAL BID PRICE R..... excluding Value Added Tax

TOTAL BID PRICE in words

.....

.....

..... excluding Value Added Tax

SIGNATURE OF BIDDER

CAPACITY UNDER WHICH THIS BID IS SIGNED

DATE

THE ABOVE PARTICULARS MUST BE FURNISHED. FAILURE TO DO SO WILL RESULT IN THE BID BEING DISQUALIFIED

To all our stakeholder

RE: The channels of reporting fraudulent and Corrupt Activities

The City of Johannesburg has a **zero-tolerance approach to Fraud, Theft, Corruption, Maladministration, and Collusion** by suppliers with employees. To reinforce this commitment, more channels have been added to report any Fraudulent and Corrupt activities.

Instances of corporate fraud and misconduct remain a constant threat to service delivery. The City of Johannesburg took a resolution to adopt strategic interventions aimed at combating fraud and corruption. The City took a decision to centralized the reporting of fraudulent and corrupt activities through the establishment of an independent fraud hotline which is managed by independent service providers.

All people doing business with the Johannesburg Development Agency are encouraged to report any corrupt or illegal practice.

Employees are encouraged to report fraud, waste or other concerns suggestive of dishonest or illegal activities.

Anyone can report fraudulent and corrupt activities through one of the following channels:

- Toll free number.....0800 002 587
- Toll free Fax 0800 007 788
- SMS (charged @ R1.50).....32840
- Email Address:..... anticorruption@tip-offs.com
- Web site:..... www.tip-off.com
- Free post:.....Free post, KZN 138, Umhlanga, 4320



Let's join hands to take up the Fight against Fraud and Corruption in our society.

RANDBURG CENTRAL BUSINESS DISTRICT TRANSPORT MASTERPLAN AND IMPLEMENTATION PLAN

ADVERT DATE: 30 OCTOBER 2020

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CLOSING DATE: 03 DECEMBER 2020

CLOSING TIME: 12H00

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A	:	Business Declaration
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D	:	Particulars of contract awarded by the state
E	:	Certificate of Independence Bid Determination
F	:	Declaration on state of municipal accounts

COPY OF ADVERT**TENDERING PROCEDURES****Tender Notice and Invitation to Tender**

BID DESCRIPTION : RFP - REQUEST FOR PROPOSAL FROM A CONSORTIUM OR JOINT VENTURE WITH EXPERTISE IN TRANSPORT PLANNING AND TRAFFIC ENGINEERING, URBAN PLANNING AND COMMUNITY PARTICIPATION TO DEVELOP A TRANSPORT MASTERPLAN AND IMPLEMENTATION PLAN FOR THE RANDBURG CENTRAL BUSINESS DISTRICT

BID NUMBER: JDA/DF/TMP-RANDBURG/002/2020

The Johannesburg Development Agency (JDA) is requesting proposals from experienced consulting companies/ joint ventures to render transport planning, traffic engineering, urban planning and community participation services for the development of the Transport Masterplan and Implementation Plan for the Randburg CBD for a period of 18 months.

Queries relating to procurement matters may be addressed to Siyambonga Gcobo at tel: (011) 688 7851; fax (011) 688 7899; or e-mail: sgcobo@jda.org.za.

Technical queries or queries relating to the project may be addressed to Nicolette Pingo, Gcobo at tel: (011) 688 7851; fax (011) 688 7899; or e-mail: npingo@jda.org.za.

Documents may be downloaded from the JDA website: www.jda.org.za and e-Tender portal: www.etenders.gov.za on **30 October 2020**. Tenders must only be submitted on the tender document that is downloaded from the stipulated websites only. The retyping of the tender document is not permitted.

Due to the Covid-19 Pandemic, a compulsory tender briefing session will only take place on the 5th of November 2020 from 10:00am – 11:00am via Ms Virtual Teams meeting. The interested bidders are to notify JDA representatives by e-mail and direct to: npingo@jda.org.za or sgcobo@jda.org.za before 12:00pm on the 4th of November 2020 so that JDA can forward an Ms Virtual Teams meeting invite with a link to them. Questions and answers will be uploaded on the JDA website. The last day for receipt of queries is 24 November 2020.

The closing date and time for receipt of tenders is **12:00pm on 03 December 2020**. Telegraphic, telephonic, telex, facsimile, e-mailed and late tenders will not be accepted.

The physical address for the delivery of tender documents is Johannesburg Development Agency, Ground Floor Reception Area, The Bus Factory, 3 Helen Joseph Street (formerly President Street), Newtown 2000.

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.

The JDA's selection of qualifying tenders will be at the JDA's sole discretion and will be final. The JDA does not bind itself to accept any particular tender and correspondence will be entered into with successful tenderer.

“WE ENCOURAGE ALL PEOPLE DOING BUSINESS WITH US TO REPORT ANY CORRUPT OR ILLEGAL PRACTICE, USING THE ANTI-FRAUD HOTLINE NUMBER: 0800 002 587”

1. INTRODUCTION

1.1. JDA background

The Johannesburg Development Agency is a City of Johannesburg owned entity and plays a critical role as an area-based agency and implementing agent for the implementation of capital expenditure for multiple city departments.

1.2. JDA's Development Outcomes

What we aim to achieve:	JDA is a city development agency of the City of Johannesburg that manages and facilitates area based developments in efficient and innovative ways to build an equitable, sustainable and resilient city.
How we operate:	Employing sustainable and resilient city strategies in strategic neighbourhoods to transform the space economy in the City Region
Guiding Principles	Strategic Mid-Term Objectives
Create great places	<ul style="list-style-type: none"> Restructure the city by developing defined, strategic geographic areas around the city and the movement corridors that link them. Encourage sustainable energy consumption and land-use in the city by developing strategic transit nodes and corridors.
Catalyse growth and investment	<ul style="list-style-type: none"> Promote economic growth by creating efficient and competitive business environments that cluster industries and functions in these areas. Turn around declining investment trends in these areas by upgrading public space, generating shared visions for future development, and encouraging urban management partnerships.
Connect people to opportunities	<ul style="list-style-type: none"> Develop local economic potential in marginalised areas to promote access to jobs and markets. Promote economic empowerment through the structuring and procurement of JDA developments.
Co-produce solutions	<ul style="list-style-type: none"> Support productive development partnerships and co-operation between all stakeholders in these areas.
<u>C</u> ontinuously improve	<ul style="list-style-type: none"> To strengthen and improve the JDA's corporate governance and operations to ensure that it remains an effective, efficient, sustainable and well-governed organization

1.3. Purpose of this Request for Proposal

The Johannesburg Development Agency (JDA) is requesting proposals from experience consulting companies/ joint ventures to render transport planning, traffic engineering, urban design and community participation services for the development of the Transport Masterplan for the Randburg CBD over a period of 18 months (plus an additional 6 month maintenance period, thereby the total appointment period is 24 months).

2. PROJECT INFORMATION

2.1 INTRODUCTION AND BACKGROUND

The City of Johannesburg's landscape is comprised of sprawling low density areas of settlement which lack a viable public transport system. This has led to City dwellers commuting daily, often at considerable cost, with long distances to access work and economic opportunities.

The most efficient urban form is compact, mixed land-use with an extensive public transport network that includes high intensity movement corridors complemented by accessibility, walking and cycling.

The advantages of such development are that:

- i. The City will focus productive land use and economic activities in areas where transport infrastructure, rail and road, are already present or being planned.
- ii. Public transport will become a viable alternative because residents will live in closer proximity to work, shopping and leisure opportunities
- iii. The environmental impact of public transport in high-density areas will be significantly smaller than in the case of low-density urban sprawl reliant on private cars
- iv. Residents will benefit as they will not have to spend so much time and money due to the low cost in public transport
- v. The demand for private motorized transport will be reduced and the average trip length will be shortened

The City of Johannesburg's Transport Department is committed to developing a feasible medium to long term solution to transportation related challenges in the Randburg CBD which complies with the principles of an efficient urban form and as such have partnered with the JDA.

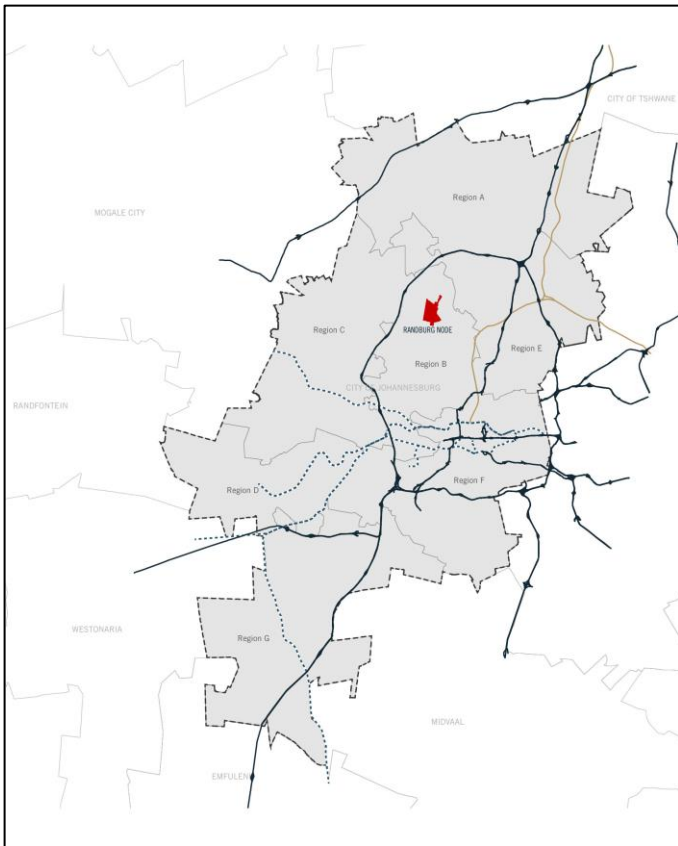
RANDBURG CENTRAL BUSINESS DISTRICT TRANSPORT MASTERPLAN AND IMPLEMENTATION PLAN

The existing public transport infrastructure and services in Randburg are inadequate. This is evident by the following:

- i. On-street informal minibus taxi ranking,
- ii. On-street informal taxi holding along Jan Smuts Road,
- iii. Poor road signage and inadequate pedestrian infrastructure in some parts of the CBD which is evident in the poor sidewalk condition,
- iv. Lack of management of on-street parking especially along Braamfischer Drive and Pretorius Street near the taxi rank which results in a busy and chaotic environment.

2.2 STUDY AREA

The location of the study area for the Randburg TMP is indicated in **Figure 1** at Regional Scale and the Detailed study area in **Figure 2**.



RANDBURG CENTRAL BUSINESS DISTRICT TRANSPORT MASTERPLAN AND IMPLEMENTATION PLAN

Figure 2: Study area at Regional Scale. Randburg CBD

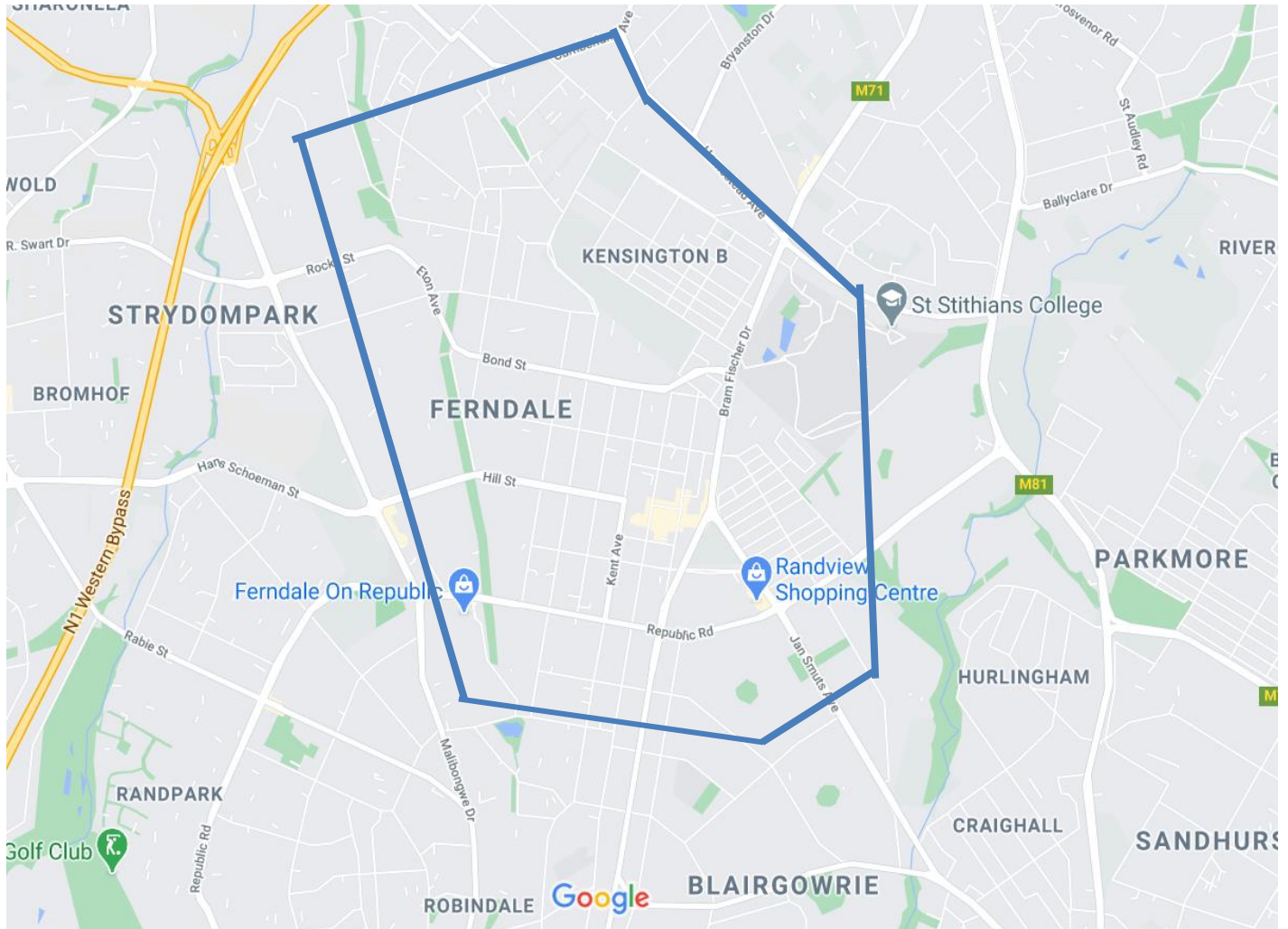
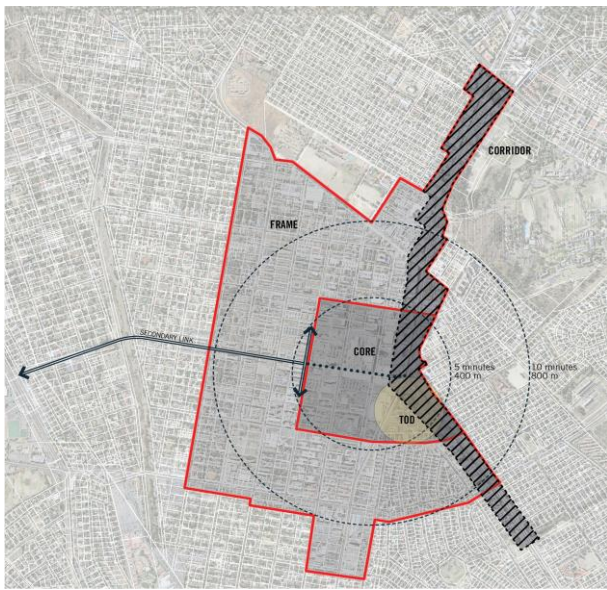


Figure 2: Study Area Study area at Site Scale

Close alignment with the Urban Development Framework (project currently underway) will be required, as such kindly see UDF study area below in Figure 3

Figure 3 UDF Study Area



2.2 PREVIOUS PROJECTS UNDERTAKEN IN THE STUDY AREA

- i. Randburg Traffic and Transport Study, (2016)

2.3 CURRENT PLANNING RELEVANT TO THE STUDY AREA

- i. Randburg Urban Development Framework
- ii. Integrated Corridor Management projects FOR THE DIEPSLOOT-FOURWAYS-RANDBURG CENTRAL BUSINESS DISTRICT-SUNNINGHILL-SANDTON CORRIDOR IN THE CITY OF JOHANNESBURG
- iii. Soweto Operational Plan
- iv. Nodal Review (2019)
- v. Gautrain Rail Extension to the Randburg CBD (will be shared with preferred bidder)

3. PROPOSAL OBJECTIVES

To take this project forward the JDA invites experienced firms of consultants with expertise in transport planning and traffic engineering, urban planning and community participation to submit proposals to conduct an in-depth review of the existing transport system and its relationship with land use and other changes.

Upon the completion of the in-depth review of the existing transport system, the successful bidder must develop a transport masterplan which will provide the transport framework for the Randburg study area and guide both public and private investment in infrastructure in the Randburg CBD over the next ten years. This will ensure that the City's agenda to ensure that public transport and non-motorised transport are the modes of choice by 2040 is achieved.

At a broad level the Transport Masterplan should address the City's political priorities which are as follows:

- **Priority 1:** Good governance
- **Priority 2:** Financial sustainability
- **Priority 3:** Integrated Human Settlements
- **Priority 4:** Sustainable service delivery
- **Priority 5:** Job opportunity and creation
- **Priority 6:** Safer City
- **Priority 7:** Active and engaged citizenry
- **Priority 8:** Economic Development
- **Priority 9:** Green-Blue Economy
- **Priority 10:** Smart City

At a precinct level, the plan should be guided by the need to:

- i. Create a compact, well connected transport that prioritised pedestrian movement and NMT
- ii. Build distinctive and attractive public spaces
- iii. Promoting and enable mixed land use which are supportive of public transport, walking and cycling
- iv. Promote and enable mixed land use activities
- v. Promote public transport, NMT including universal access that is supportive of current and future land uses
- vi. Limit on-street parking and more pro-active management of parking as a Travel Demand Management measure and freight management
- vii. Reduce dependency on private cars; and
- viii. Evaluate current and future needs of public transport facilities (formal and informal)
- ix. Identify possible interventions to improve road safety.

4. SCOPE OF WORK

The project will be divided into two phases as follows:

- **Phase 1: Development of a Randburg Transport Masterplan**
- **Phase 2: Technical Support Maintenance Period**

4.1 PROJECT PHASE 1: DEVELOPMENT OF THE RANDBURG TRANSPORT MASTERPLAN

4.1.1 Project Inception

The bidder will be required to present a feasible approach/methodology to undertake this TMP that will be in line with the City's objectives. This project stage shall outline detailed work plans, timelines, project deliverables, capacity building arrangement and mitigation measures to prevent possible challenges that might be encountered during the project.

4.1.2 Review of Relevant Studies & Literature

The review of all relevant City studies and local and international case studies will be undertaken and should be used as a base to this study. The documentation in relation to previous projects, projects underway and planning relevant to the study area will be shared with the successful bidder. The documentation that will be made available to the successful bidder including are the following:

- i. Randburg CBD Traffic and Transportation Study, (2015)
- ii. Spatial Development Framework (2016)
- iii. Nodal Review (2019)
- iv. City of Johannesburg Complete Street Policy, (2013)
- v. Non-Motorised Transport (NMT) Framework 2009;
- vi. Metrobus Operational Plan, 2013;
- vii. Transport Information Register 2013;
- viii. Gauteng Household Survey,
- ix. City of Johannesburg Household Survey 2013;
- x. Strategic Integrated Transport Plan Framework (SITPF) 2013
- xi. All other relevant policy and legislation affecting the Randburg CBD area.

The CoJ Wider Transport Model will be made available to the successful bidder as per the image below. The layout plan indicating the zones covered by the Strategic model will be provided to the successful bidder.

4.1.3 Transport Data Collection

A thorough understanding of existing conditions is needed to accurately recognise current and potential transport problems in order to develop effective solutions. The development of representative transport and traffic simulation models are required to evaluate the performance of the current situation and a range of development alternatives.

The service provider will be required to collect information with respect to motorised traffic, parking utilisation, pedestrian, existing public transport infrastructure/ services (holding included) and any other information available in the study area.

Due to the limited available data with respect to traffic and pedestrian counts for the study area, there is a need for data collection. A transport (pedestrian, cycling, public transport infrastructure and services, holding facilities, private transport, freight transport, parking utilisation, scholar services) survey plan is to be prepared and presented to the CoJ team for discussion prior to the commencement of the surveys. The survey data is to be presented in a survey report and the processed data is to be submitted with the survey report in electronic format (Excel, GIS format compatible with CoJ's and kmz format).

Data collected must enable the bidder to cost-effectively, develop a robust and a comprehensive Randburg Transport Master Plan (RTMP) that will accurately represent actual conditions and which facilitates future year forecasts.

The data collection plan must be mindful of the effect of the Covid-19 Pandemic on Traffic Patterns and ensure that the data collection plan is agreed upon by the client with specific input from the Johannesburg Roads Agency and Province (where required).

Detailed requirements for the transport data collection are discussed in the following sections.

A) Site Visits

Site visits will be required to collect additional information to inform the status quo assessment.

B) Study Area Modal Share for 2020

The modal share of the study area needs to be determined. Input data must be collected in a consistent way for future analysis and must consider the multi modal nature of journeys undertaken in the study area.

C) Non-Motorised Transport

For the purposes of this project non-motorised transport will include pedestrians, cyclists and trolley pushers.

The Non-Motorised Transport Data Collection shall include the following:

- i. Identify pedestrian desire lines throughout the study area and identify any safety related issues.
- ii. Undertake pedestrian and cyclists volume counts at key locations on the various road links/pathways throughout the study area for the AM (06:00 to 09:00); Midday (11:00 to 13:00) and PM (15:00 to 18:00)
- iii. Identify established pedestrian networks in the study area and also ascertain any existing impediments/safety related issues to the movement of pedestrians at these locations.
- iv. Road safety statistics shall be used to determine areas in the study areas in the study area which are hazardous for the movement of non-motorised transport.
- v. Identify locations of existing informal traders in the study area and evaluate the impact of informal trading on the pedestrian movement, i.e. whether the available sidewalk width can comfortably accommodate the expected pedestrian volumes during the peak periods.

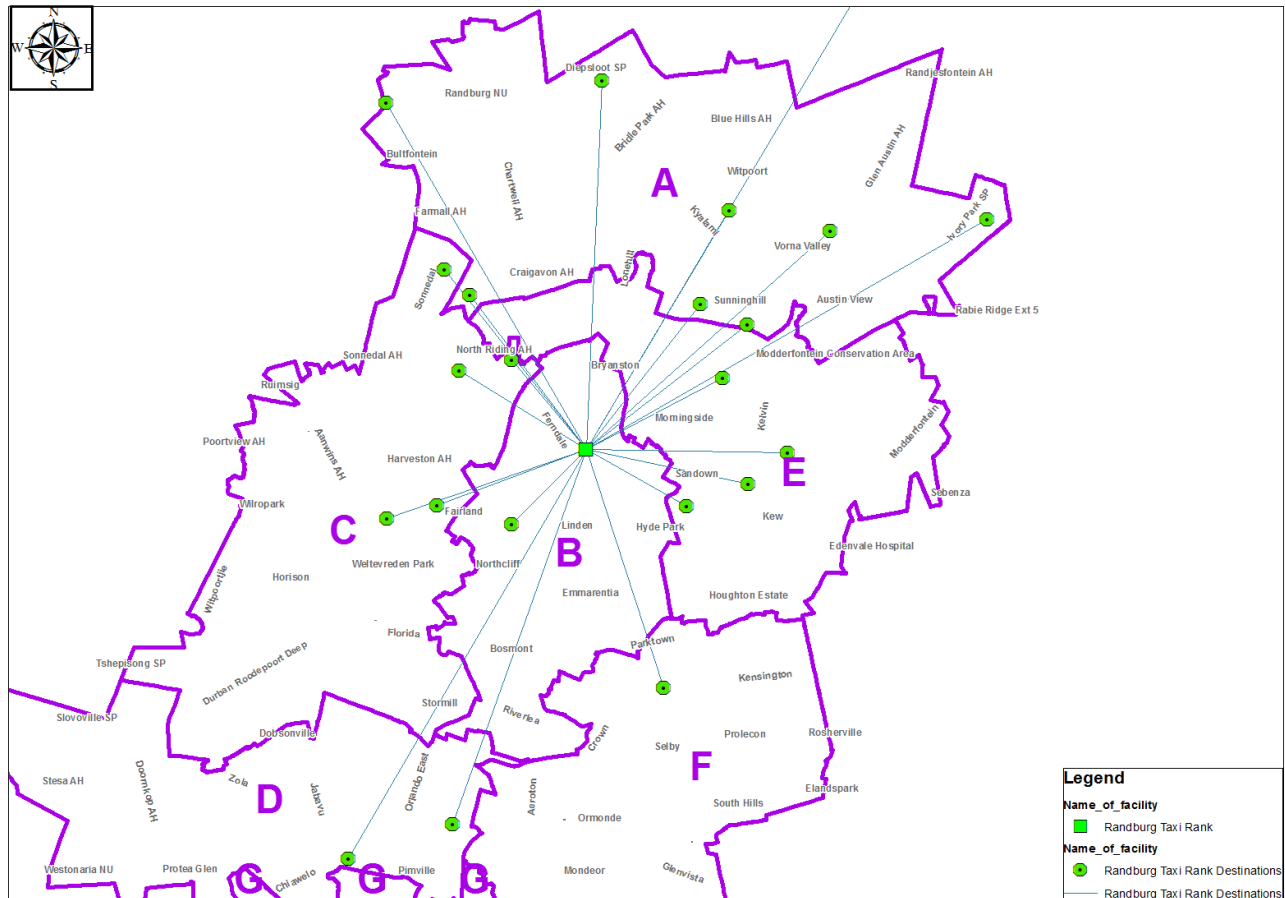
- vi. Sidewalk/pathway condition assessment of established non-motorised transport networks.

D) Public Transport

The bidder shall collect the data in order to assess **all** the road based public transport operations (which includes on-street and off-street operations). The existing numbers of passengers using the services to access the study areas shall be determined together with the spare capacity in the existing operations (legal or illegal public transport services). The road based public transport data shall also include scholar transport services.

Data from province indicates that there are **currently 21 destinations** being served from the existing Randburg Mall Taxi Rank. **Figure 4** is a representation of the destinations served. To be confirmed by the successful bidder, as part of the Public Transport Surveys.

Figure 4: Destinations Served by the Randburg Mall Taxi Rank



The data to be obtained includes the following

- i. Identify all public transport services and facilities locations within the Study area.
- ii. Evaluate user origins, destinations, capacities and constraints of public transport services within the study area
- iii. Consult with commuter bus operators to ascertain existing schedules. The City will assist with data gathering of existing Metrobus services.
- iv. Consult with minibus taxi operators (i.e NTLC) to understand the existing operations.
- v. Evaluate the capacities and constraints of public transport facilities within the study area, particularly identification of current taxi holding (formal and informal) and identification of alternative holding facilities to accommodate the current and future capacity needs.
- vi. Assess the existing scholar Transport operations within the Study area.
- vii. Assess the existing meter taxi operations (including e-hailing services) in terms of passenger numbers, ranking and holding facilities within the study area
- viii. Collect and assess data of operations of other modes such as tuk-tuks services within the study area in terms of existing volumes, origins and destination, ranking and holding areas within the study area
- ix. Data on existing Gautrain services is available on the GMA's website. However, the City will assist in data gathering from GMA should there be data gaps.

Please Note: 50% of data enumerators for public transport surveys shall include representatives of the affected public transport operators.

E) Private Transport Data Collection

The Private Transport Data Collection shall include the following:

- i. Site visits to collect additional, but selective information to inform the status quo assessment.
- ii. The current standard of the road network in terms of geometry, accessibility, congestion shall be reviewed.
- iii. Undertake traffic surveys at key intersections within the study area to establish the AM peak and PM peak period flows through intersections and average queue lengths at intersections. Traffic surveys are to include 12 hour classified intersection turning movements (06:00 to 18:00) and 14-

- iv. day electronic counts at agreed locations. The vehicle classification shall include light vehicles, heavy vehicles, minibus taxis and commuter buses, meter taxis. The traffic survey data
- v. Obtain traffic signal timing data for existing signalised intersections from the Johannesburg Roads Agency (JRA)
- vi. Traffic journey times through the study area shall be measured to determine the existing travel times by all modes from all entry and exists of the study area (south to north and vice versa and east to west and vice versa).
- vii. Road-side Origin-Destination surveys of **all transport** at all entry and exits to the study area shall be conducted to enable the determination of travel characteristics through the study area; i.e. the number of external to external trips, external to internal trips, internal to internal trips and internal to external trips at the entry/exits to the study area.

F) Parking Data Collection

A number off-street parking facilities are present on Pretorius, Oak and Kent Street, and there is currently no management of the on-street parking in the study area. The bidder is required to collect data on parking utilisation (off-street and on-street parking) in order to determine the existing demand for parking in the study area and the available capacity at the off-street parking facilities (public and private facilities) and on-street parking. The data collected shall inform the development of the Parking Management Plan for the Randburg CBD study area.

G) Freight Movement Data Collection

The Freight Movement Data Collection shall include the following:

- i. Identify locations of loading and off-loading throughout the study area, inclusive light freight/delivery services such as Mr Delivery and UberEats Services
- ii. Identify existing freight corridors, freight volumes and periods of movement within the study area based on traffic data collected.
- iii. Identify any existing restrictions to the movement of freight in the study area.

The data collected shall be used in developing a Freight Management Plan for improved management of freight in the study area.

4.1.4 Land Use Data Collection

Recent Land Use data is available from the City of Johannesburg, as part of the Randburg Urban Development Framework (UDF), so the Transport Masterplan will only require to collect data on the small areas not included in the UDF. The combined Land Use data should be incorporated at the Plan development stage.

4.4 OPEN SPACE DATA COLLECTION

Recent Open Space data is available from the City of Johannesburg, as part of the Randburg Urban Development Framework, so the Transport Masterplan will only require to collect data on the small areas not included in the UDF. The combined Open Space data should be incorporated at the Plan development stage.

4.5 SURVEY DATA COLLECTION REPORT

All survey data collected as part of the development of the Randburg TMP shall be presented in a survey report and the raw and processed data shall be submitted with the survey report in electronic format (Excel) to the Client.

5. STATUS QUO ASSESSMENT

An assessment of all the data collected shall be undertaken. This assessment shall be compiled into the Status Quo Report and shall be submitted to the Client for comment. An allowance of 14 days (from submission) shall be made for the Client to provide comment on the Status Quo Report. Thereafter the bidder shall revised the report (where applicable) and submit revised report within 7 days to the Client.

The bidder shall allow for this comment period in the proposed program above before proceeding to the next phase of the project.

The status quo report shall include mapping of the data collected. This data shall be represented at a study area and regional scale. All the components discussed in the data collection sections of this bid shall be represented in this mapping.

6. TRANSPORT DEVELOPMENT CONCEPT/ IDEATION

After all the information has been collected, the service provider shall critically assess all identified issues, problems and opportunities from the status quo assessment with a focus on integrating issues across modes and transport system components.

This stage will include the development and testing of initial ideas or proposals for transport development options. Inputs from the land use assessment and the role of BRT, commuter buses, minibus taxis, rail, pedestrians, cyclists and freight are key inputs into the transport planning principles.

7. SCENARIO PLANNING (LAND USE AND MODE OF TRANSPORT GROWTH)

In order to deal with increasing congestion levels, it is necessary to quantify motorized trips that are a result of land use developments.

7.1 Land Use Scenarios

Using the Integrated Transport Network's (ITN's) Spatial Distribution and the City's Spatial Development Framework, the bidder is required to determine the potential development of the Randburg Study Area by determining the maximum trip generation of different future and existing land uses.

The ITN has a base of 2014, 2025 and 2040 land use model. For this project, it is required that the bidder develop a micro-simulation model for the study area taking into account the outcomes of the ITN and the Draft Integrated Public Transport Network.

7.2 DEVELOPMENT OF A MICRO SIMULATION TRANSPORT MODEL

The aim of the development of the micro-simulation traffic model is to evaluate the impact of the transport demand on the existing road network. However, non-motorised transport must be prioritized and the expected future pedestrians and cyclists shall be accommodated given the proposed developments in the area.

7.2.1 Strategic Model Inputs

The service provider will be required to:

- i. Extract travel demands for the study area from the CoJ's Strategic model. It is important that the bidder understands the level to which the strategic model has been calibrated as it will be necessary to make further adjustments to the demand to ensure that the micro-meso simulation model is fit for purpose.
- ii. Disaggregate zoning to adjust Strategic Visum Matrix to smaller zones for micro-simulation model matrix

7.2.2 Simulation Model Development

- i. Develop the detail network for the Simulation Model up to intersection level.
- ii. Detail matrix development and adjustment for public transport and NMT
- iii. Calibrate the base year demand model to develop a 2020 operations model against traffic counts and travel time survey data to be fit for purpose.
- iv. Preparation of a Base Model Development Report (Interim Report) which will include data collected, network development, demand development, model calibration, model validations and demonstrate that model is fit for purpose.
- v. Prepare up to two development and traffic demand scenarios for the 5 year and 10 year horizons based on obtained land use and transport system information. The ultimate scenarios will be agreed upon with the CoJ.
- vi. Preparation of Model Scenarios and Options Report (Final model report) which will include the summary of the scenarios, methodology of assessment of scenarios, evaluation of scenario results, model source data and modelling assumptions and electronic copies of model input file with description of the data files.

8. RANDBURG TRANSPORT MASTER PLAN (RTMP)

Using the travel demand results, the service provider is required to develop a RTMP that maximizes development potential of the area and supports the future road network in the wider area.

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The RTMP will be prepared as a report and shall have supporting detailed drawings (CAD, GIS and pdfs etc.) showing all the proposed interventions which will address the following aspects:

- i. Roads Hierarchy Plan
- ii. Plan showing where all public transport modes need to operate (buses, BRT, minibus taxis and meter taxis and tuk tuks) with due regard to the routes identified in the Integrated Public Transport Network.
- iii. Identification of public transport facilities including formal and informal holding and ranking together with the capacities and utilisation (including on-street ranking).
- iv. NMT network for the study area and linkages to the existing and planned Open Space in the study area including compliance to universal access guideline.
- v. Public transport and non-motorised transport safety improvement plan
- vi. Traffic Model illustrating the effect of growth that includes expected traffic volumes, vehicular volumes and pedestrian volumes;
- vii. Traffic signal optimisation plan including intersection design review and signalised time intersections adjustment to improve transport movements in the study area. Take into consideration pedestrian volumes.
- viii. Parking management plan of on-street and off-street public parking inclusive of a plan showing the supply and demand for all the existing on-street and off-street public and private parking ;
- ix. Freight Management plan for the study area
- x. Plan showing where proposed public transport facilities will be located (including holding and ranking);
- xi. Informal trader plan for the study area
- xii. Appropriate Travel Demand Measures for the Study Area
- xiii. Recommendations for Land Use Plan for the Randburg Study area from the Transport Perspective.
- xiv. Accessibility, including compliance to universal access guideline.

9. IMPLEMENTATION PLAN

The TMP should include an extensive implementation plan including the following:

- i. Prioritised Implementation proposing detailed interventions with associated indicative costs for implementation. The prioritised and sequenced implementation plan shall take into consideration

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- ii. infrastructure planning, urban management as well as dependencies that influence the phasing and roll out of the various infrastructural interventions. The development of prioritised implementation plan shall consider planned infrastructure from other City Departments and entities.
- iii. Maps showing proposed projects including roads, road reserves, etc. Phasing of projects must be clearly indicated on the plan.
- iv. A detailed implementation plan for the Randburg Public Transport Facilities and the Non-Motorised linkages in terms of Transport scenarios put forward should be developed. Such a plan should make provision for the transport interchange requirements of future ICM corridors, existing and future Minibus Taxi Routes and linkages to the Gautrain Station.
- v. A detailed implementation plan for two further prioritised projects, to be determined together with the client
- vi. The detailed implementation plans should include land requirements section, project readiness (template to be provided by client), full estimated costing, key risks and opportunities and workplan detailing work required for full implementation.

10. PROJECT MANAGEMENT AND CO-ORDINATION

The successful bidder will be required to arrange project co-ordination meetings which will consist of various departments. Municipal entities and other stakeholders. The successful bidder shall perform secretariat duties of minute taking (which shall be approved by the City) and dissemination of minutes/meetings notes after each meeting. Monthly progress reports shall be prepared and submitted to the City's steering committee.

A project steering committee will be formed whereby the appointed service provider will be required to make presentations and table proposals with regards to the project.

11. CAPACITY BUILDING

In the quest to ensure that City officials and anyone associated with the City has the necessary skills required to undertake our daily activities and to provide professional services to the residents of the City of Johannesburg, the Transport Department always uses its projects to mentor staff members in the Department or tertiary students in need of in-service training which is a requirement for the completion of their studies. This project will also be used as a tool for capacity building. **Bidders will be required to use this project to mentor a minimum of two professional staff members that the City will choose from the beginning up to handover of the project.** Based on this, bidders are required to include in their

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proposal a structured mentoring program that will enable City officials to obtain professional registration with the Engineering and Town Planning bodies or the necessary training required for the National Diploma. **When costing their proposals, bidders must take into consideration this compulsory training requirement. Bidders should note that the CoJ takes this task very seriously and they will not be exempted from providing this training.**

A clear plan with milestones on how the bidder will provide this training shall be included in the proposal. Training reports shall be prepared and submitted after each training milestone has been completed. The extent of the training to be provided will be monitored closely by the City and if need be, changes to the training plan can be introduced at any stage if the successful bidder or City official/s does not perform to the required standard. The details of this training will be discussed with the CoJ project manager at project inception.

12. STAKEHOLDER ENGAGEMENT

We believe that it is essential that the end-user communities, pedestrians and transit users be engaged in co-research, co-ideation, and co-design of solutions for this plan. The Community Participation Consultant will play a critical role in designing and hosting engagement sessions using creative co-production techniques – the content and direction of which will be influenced and guided by the Transport Planners.

However, it will remain the responsibility of the Transport Planner/Project leader to ensure that the collaborative engagements are conducted according to the project deliverables and programme, and, that the inputs and insights gained from these sessions are appropriately interpreted and applied in terms of the overall TMP.

Stakeholder engagements required for this deliverable must support and ensure effectiveness and co-production. This approach must:

- i. Ensure sufficient and meaningful stakeholder engagement and collective visioning,
- ii. Utilise various co-production techniques that ought to be designed and developed in collaboration with the urban planner and project leader.
- iii. Therefore, the transport planners and urban planner will play a critical role in these engagements, particularly with regards to preparing mapping content and interpreting inputs into spatial proposals.

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- iv. The administrative functions of these engagements will be the primary responsibility of the Community Participation Consultant and it is anticipated that external work to be carried out during this period, will also make use of this established engagement platform to ensure uniformity and reduce confusing and conflicting outcomes.
- v. It will be the responsibility of the Project Leader (Transport Planner) to engage other contributing departments throughout the TMP development process.

The project program should be designed to proactively and accessibly provide stakeholders with different opportunities to provide input into the process. In order to ensure that the voices of the communities are heard, a mechanism must be developed to effect greater equity in the public participation process.

The project team may be required to make presentations or make available current presentation materials to City's staff to enable the officials to provide additional updates/briefings to various other committees, commissions, stakeholder groups as needed at key milestones in the process. These are categorised as **Internal stakeholder engagement** and are separate from and in addition to the monthly Project Steering Committee Meetings with the client and its project manager.

The process for Mayoral Committee approval includes engaging the internal structures such as Section 79 Committee, Technical Executive Management Team (EMT), Sub-Mayoral Committees amongst others, this processes can take up to 1 month. The successful bidder needs to take this into consideration when developing the project plan.

Key internal stakeholders are listed below (not limited to):

- City Departments/MOEs;
- Section 79 Transport Committee;
- Public Safety and Johannesburg Metro Police Department (JMPD)
- Emergency Management Services (EMS)
- Regional Office (CRUM)
- Johannesburg Intermodal Planning Committee (JIPC)

- Provincial Transport and Gautrans Management
- And any other Government departments and fora that the client and the bidder may identify

The successful bidders are requested to budget for a minimum of **5 internal stakeholder** engagements.

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The successful bidder will also be required to engage with external stakeholders ensuring that a multitude of interested parties are provided with an opportunity to voice their needs, wishes and concerns.

Key external stakeholders are listed below (not limited to):

- Residents
- Resident Associations
- Businesses
- Business Associations
- Property Owners
- Informal Traders
- Taxi drivers and Associations (kindly note does not include negotiations only consultation on routes and passenger numbers)
- Community Participation Consultants on previous COJ projects in the areas
- Ward Councillors
- Consulting Engineering Firms

It is envisioned that the 31 meetings will take place with external stakeholders. Allowance is also made for additional meetings where required.

Table 1: Stakeholder Engagement

Stakeholders	Number of Meetings -3 Phases of engagement: a) introductory b) ideation c) final draft
Mini BusTaxi Associations	10 (includes meetings for data collection)
Bus Operators	3
Residents Asociations	3
Informal Traders	3
Retailers	3
Schools and NGOs	3
Freight operators and Meter Taxis	3
Cyclists	3
TOTAL	31

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In addition to these face-to-face meetings with external stakeholders, the community participation consultant will be expected to communicate and share the feasibility study via email, social media, newspapers and pamphlets. In particular given existing Covid-19 regulations, the Community Participation Consultant will need to be aware of such regulations and plan alternative engagement mechanisms where required.

The community participation consultant will be expected to set up an email address and respond to queries received on the project as well as to receive and consolidate comments on the feasibility project and respond to these comments.

The successful bidder will be expected to:

- i. Map key stakeholders
- ii. Develop a stakeholder plan and schedule (including planning for compliance with Covid-19 regulation alternatives where required).
- iii. Develop and run a communication plan for the consultation process
- iv. Take minutes at meetings and ensure the timeous dissemination of minutes to the project steering group and various other groups. Proof of meetings will be required in the form of agendas, minutes and attendance registers.
- v. Develop stakeholder reports for each phase of the stakeholder engagement and a consolidated report as an annexure to the final Transport Masterplan
- vi. Make presentation at formal committee briefings and provide presentation materials.

All bidders shall make allowance for **36** stakeholder meetings. This **excludes eighteen (18)** project steering meetings that will be part of the agreed project process plan.

- Internal Stakeholder engagements **5** meetings
- External Public Participation **31** meetings

The whole project team will be required at the monthly eighteen (18) project steering committee meetings.

It is expected that the CPC will be at all meetings with internal and external stakeholders, however the successful bidder should allocate the team efficiently and only members required for information retrieval and presentations when required should attend engagements with Internal and External stakeholders. However team members who do attend meetings with stakeholders should be able to represent all project information adequately at that meeting.

RANDBURG CENTRAL BUSINESS DISTRICT TRANSPORT MASTERPLAN AND IMPLEMENTATION PLAN**Table 2: Primary and Secondary Stakeholders**

Primary	Secondary
<ul style="list-style-type: none"> • City of Joburg Dept. Transport • City of Joburg Dept. Development Planning • Johannesburg Property Company (JPC) • Taxi Associations • Gautrain Management Agency • City of Joburg Dept. Economic Development • Johannesburg Roads Agency (JRA) • CRUM - Citizen Relation and Urban Management in Region C • City of Joburg Dept. Community Development. 	<ul style="list-style-type: none"> • General public / community • Public Transport Commuters • Key Developers and property owners in the study area • Local Business Forum • Commuter Bus Operators • Minibus taxi associations such as the Northern Transport Liaison Committee (NTLC) • Scholar Transport Operators • Meter Taxi operators

13. TIMEFRAMES

This project is expected to be awarded by December 2020 and come to conclusion in **June 2022; with maintenance period ending December 2022.**

13.1 Critical Milestones

The indicative critical milestones for this project are illustrated in **Table 3:**

Table 3: Indicative Critical milestones and delivery timelines

Milestone	Delivery timeline
1. A project inception report	2 weeks after the inception meeting
1. A traffic survey report with accompanying data in an electronic format	End of month 5
2. Status quo assessment report	End of month 6
3. Transport Development Concept report	End of month 8
4. A Draft Transport Model report	End of month 10
5. A Draft Randburg Transport Masterplan	End of month 12
6. Stakeholder consultation and stakeholder report illustrating the consultation process that has been undertaken prior to the finalization of the project	End of months 15
7. A Final Randburg Transport Master Plan	End of months 18
8. Maintenance Period for Model	End of month 24

RANDBURG CENTRAL BUSINESS DISTRICT TRANSPORT MASTERPLAN AND IMPLEMENTATION PLAN**14. FINAL PROJECT DELIVERABLES**

The project deliverables will include the following:

Table 4: Project Deliverables per discipline

Discipline	• Required Outputs
Transport Engineer/ Modeller and Planner	<ul style="list-style-type: none"> • A Project Inception report • A survey/data collection report with accompanying data in an electronic format • Status quo assessment report • Raw Data in required format • Transport development concept report • Transport model report • A Transport Master Plan • Prioritised Implementation Plan • Detailed implementation plans (3) • Road Safety Plan • Presentations for Stakeholder Consultation • Capacity Building report • Project Handover report
Urban Planner	<ul style="list-style-type: none"> • Land Use Data Collection and Analysis • Open Space Data Collection and Analysis • Land Use input into: <ul style="list-style-type: none"> ○ Transport Deveopment Concept Report ○ Transport Model Report ○ Transport Masterplan • Land Use and Land Readiness input into the detailed implementation plans
Community Participation Consultant	<ul style="list-style-type: none"> • Prepare a Stakeholder Engagement Plan • Arrange and administer stakeholder meetings, including full documentation of meetings agenda, minutes and photographic and audio recordings were required

	<ul style="list-style-type: none"> • Prepare a Draft Stakeholder Engagement Report for each phase of engagement and incorporated into the final report • Prepare a Final Stakeholder Engagement Report with all engagement reports and a summary of engagements overall
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15. MAINTENANCE PERIOD

The successful bidder will be expected to attend to queries and provide additional information on the Transport Model to the City for a period of 6 months after project handover.

16. PROJECT DOCUMENTATION

The City requires the submission of the various project documentation which is discussed below.

16.1 Progress Reports

- **Hard copy:** 4 colour hard copies of the progress report (bound, may be printed double-sided)
- **Soft copy:** Progress report should also be submitted in PDF (Acrobat) and Word file format.

16.2 Draft Documents

- **Hard copy:** 5 colour hard copies of the draft documents (bound, may be printed double-sided)
- **Soft copy:** 10 CDs of the draft products in PDF (Acrobat) and Word file format

16.3 Final Documents

- **Hard copy:** 5 colour hard copies of the final documents (bound, may be printed double-sided)
- **Soft copy:** 10 CDs of the final products in PDF (Acrobat) and Word file format. One of the soft copies must be typed to allow direct single-sided A4 printing.

RANDBURG CENTRAL BUSINESS DISTRICT TRANSPORT MASTERPLAN AND IMPLEMENTATION PLAN**16.4 Maps/ Plan**

GIS – All map layers and analysis must be delivered in an ArcGIS compatible format, i.e. shape files. Associated attribute files must also be included. The City’s approval standard 26-digit code must be used as the unique property identifier. The Hartebeeshoek datum (WGS84) must be used. Data can be transferred via CD’s or DVD or USB.

The proposed Transport Master Plan will need to be of a nature and content that permits ease of presentation to Council Committees for adoption.

The deliverables will need to include very high quality visual products that be used as marketing and promotion tools to encourage and promote buy-in to the proposals and business cases, and will include Powerpoint Presentation materials for work-shopping / meeting / stakeholder engagement purposes.

17. DATA OWNERSHIP AND CRITICAL MILESTONES

All milestone products, developed for the purpose of this project, in addition to the final document and all associated map work, traffic models and statistical work shall remain the property of the CoJ. All Traffic model files shall be delivered to the City in the agreed format.

18. PROFESSIONAL FEES

Detailed below is information upon which fees must be based for the traffic and transportation study. The pricing schedule, included as part of this document, must be completed and submitted together with your proposal. In addition to the pricing schedule, the bidder is expected to provide a detailed cost breakdown for the various project activities.

Table 5: Pricing Table

Item	Description	Type	Quantity	Rate	Price
1	Project Inception and Administration				
1.1.	Project planning, and preparation of the Inception Report	Item	R		
1.2	Project Management, administration, client liaison	Monthly rate	18		R

Item	Description	Type	Quantity	Rate	Price
1.3	Steering committee meetings monthly (Virtual Meetings)	Monthly rate	12		R
1.4	Milestone Progress Presentation meetings per deliverable (excluding inception report)- (Physical meetings where allowable, dependent on State of Emergency Level)	Item	6		R
2	DATA COLLECTION				
2.1	TRANSPORT DATA				
2.1.1	Modal Share Data	Item			
2.1.2	12 hour classified intersection traffic counts	No	20		R
2.1.3	12 hour Roadside Station O-D Surveys	No	10		R
2.1.4	Journey Time Surveys (AM, Midday and PM peak period)	Km	25		R
2.1.5	12 hour classified NMT counts (pedestrian, cyclists, trolley pushers and others) counts	No	20		R
2.1.6	14-day electronic counts at agreed locations (classification to include light vehicles, heavy vehicles, minibus taxis and commuter buses, meter taxis). Maximim 10 locations	No	10		R
2.1.6	BUS OPERATIONS				
2.1.6.1	Commuter Bus				
a)	Metrobus	Item			
b)	Gaubus	Item			
c)	PUTCO	Item			

Item	Description	Type	Quantity	Rate	Price
c)	Other bus	No	1		
d)	Holding Facilities	No	2		
2.1.6.2	Long Distance Bus Operations	No	1		
2.1.8	MINIBUS TAXI OPERATIONS				
2.1.8.1	Formal Facilities				
a)	Randburg Formal Taxi Facility	No	1		
b)	Other Formal Facilities	No	Item		
2.1.8.2	Informal Facilities (On-street Facilities)	No	Item		
2.1.9	Data Collection with Taxi Industry	No	(Fixed Price)		R 45 000
2.1.10	METER TAXI OPERATIONS	Item			
2.1.11	SCHOLAR TRANSPORT OPERATIONS	Item			
2.1.12	PARKING DATA (On-street & Off-street) (Public and Private)	Item			
2.2	SURVEY REPORT	Item			
3.	STATUS QUO ASSESSMENT				
3.1	Desktop Study	Item			
3.2	Transport System Analysis	Item			
3.3	Land Use Analysis	Item			
3.4	Open Space Analysis	Item			

Item	Description	Type	Quantity	Rate	Price
3.5	Status Quo Report	Item			
4	TRANSPORT CONCEPT DEVELOPMENT				
4.1	Transport Concept Development	Item			
4.2	Transport Concept Development Report	Item			
5	STRATEGIC MODEL INPUTS				
5.1	Extract travel demands for the study area from the CoJ's Strategic model	Item			R
5.2	Disaggregate zoning to adjust Strategic Visum Matrix to smaller zones for micros-simulation model matrix	Item			R
5.3	Land Use Model indicating the potential development of the Randburg Study Area	Item			R
6.	SIMULATION MODELLING				
6.1	Develop the detail network for the Simulation Model up to intersection level.	Item			R
6.2	Detail matrix development and adjustment for public transport and NMT.	Item			R
6.2	Calibration of the AM and PM peak hour base models to reflect the current network operating against traffic counts and travel time surveys.	Item			R
6.4	Base Model Development Report (Interim Report)	Item			R
6.5	Prepare up to two development and traffic demand scenarios for the 5 year and 10 year horizons.	Item			R
6.6	Preparation of Model Scenarios and Options Report (Final model report)	Item			R

Item	Description	Type	Quantity	Rate	Price
7	TRANSPORT MASTERPLAN				
7.1	Preparation of the Draft Transport Master Plan	Item			
7.2	Preparation of the Implementation plan and three detailed implementation reports for prioritised projects	Item			
7.3	Preparation of Final Transport Master Plan	Item			
8	STAKEHOLDER CONSULTATION AND FOCUS GROUP DISCUSSIONS				
8.1	Arrange and administer stakeholder meetings	Item	36		R
8.2	Prepare a Stakeholder Engagement Plan	Item			R
8.3	Prepare a Draft Stakeholder Engagement Report per phase	3 reports			R
8.4	Prepare a Final Stakeholder Engagement Report	Item			R
8.5	Newspaper Advertisements and Meeting Notification Documents (posters, flyers etc.)	Per Phase of Engagement			R
9	TRANSPORT MODEL MAINTENANCE				
9.1	Transport Model Maintenance Period for 6 months	Months	6		
10	CAPACITY BUILDING				
10.1	Training of In-Service Training Students	Months	18		
10.2	Salary provision of In-Service Training to two tertiary students	Provisional Sum			R 216 000
11	OTHER				

Item	Description	Type	Quantity	Rate	Price
11.1	Disbursements	Item			R
Total excluding VAT				R	
VAT (15%)				R	
Total including VAT				R	

TOTAL MUST BE INCLUDED IN THE OFFER PAGE

Bidders are to replicate the table above and submit as part of their detailed fee proposals (which proposal must show pricing as requested for each of the items and the total fee must be carried to the 'Offer' Page. Failure to price as required will result in the tender being disqualified for non-compliance.

Bidders should make sure that they provide a firm offer to the City and all the costs should be included in the proposal. Professional fees should include the cost of travelling, stakeholder consultation, printing and any other cost not mentioned

Bidders should note that the City will neither entertain any claims for additional costs nor will it accept proposals to amend or reduce the scope of works once the successful bidder has been appointed. Hence bidders are required to go carefully through this document to make sure that they understand every aspect of the City's requirements in this regard and cost that accordingly. However, bidders should also take into consideration that this is a competitive process and inflated fees will not be accepted.

19. APPOINTMENT

The JDA is requesting proposals from the following professional services.

- Transport and Traffic Engineers
- Urban Planners
- Community Participation Consultants

19.1 Notes

19.1.1 Multi-year appointments will be dependent on performance and budget availability.

19.1.2 Applicants are to ensure that they have adequate resources to undertake the work under stringent timeframes.

19.1.3 The JDA reserves the right to ask tenderers to replace any member/s of the proposed members of the service provider if they do not meet the JDA requirements.

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19.1.4 Successful tenderers will be required to sign the JDA's Standard Form Agreement and appendices which are attached as Annexure J for information purposes.

19.1.5 The JDA reserves the right to invite any bidder to an interview.

The interview will form part of the tender evaluation process. Tenderers must note that they will be required, at short notice, as and when necessary to attend (a) presentations at the JDA, COJ, and other local stakeholders; (b) consultations with relevant persons and authorities including site visits. This needs to be taken into consideration in the tenderer's fee proposal when requested to submit quotations.

19.1.6 Tenderers must also note that revisions to any deliverable may be required following feedback received from relevant stakeholders and / or approving authorities which may necessitate some rework, additional presentations, and meetings. This needs to be taken into consideration in the tenderer's fee proposal.

19.1.7 The appointment as a profession service provider will be to render the services for a period of three financial years as and when the services are required and will be dependent on satisfactory performance and budget availability.

19.1.8 Tenderers will be required to take cognisance of the role of the other professionals as described in this proposal call and work coherently with them where required.

19.1.9 All milestone products in addition to the final document and all associated map work, models and statistical work will become the property of the Johannesburg Development Agent and City of Joburg.

19.2 Regarding any conflict of interest, the JDA abides by National Treasury SCM regulations¹:

19.2.1 Consultants are required to provide professional, objective and impartial advice at all times and hold the client's interests paramount, without any consideration for future work and strictly avoid conflicts with other assignments or their own corporate interests. Consultants should not be hired for any assignment that would be in conflict with their prior or current obligations to other clients, or that

¹ <http://www.treasury.gov.za/divisions/ocpo/sc/Guidelines/SCM%20Jan900-Guidelines.pdf>

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may place them in a position of not being able to carry out the assignment in the best interest of the State. Without limitation on the generality of this rule, consultants should not be hired under the following circumstances:

- 19.2.2 A firm, which has been engaged by the accounting officer/authority to provide goods or works for a project and any of its affiliates, should be disqualified from providing consulting services for the same project. Similarly, a firm hired to provide consulting services for the preparation or implementation of a project and any of its affiliates, should be disqualified from subsequently providing goods or works or services related to the initial assignment (other than a continuation of the firm's earlier consulting services as described below) for the same project, unless the various firms (consultants, contractors, or suppliers) are performing the contractor's obligations under a turnkey or design-and-build contract;
- 19.2.3 Consultants or any of their affiliates should not be hired for any assignment which, by its nature, may be in conflict with another assignment of the consultants. As an example, consultants hired to prepare an engineering design for an infrastructure project should not be engaged to prepare an independent environmental assessment for the same project, and consultants assisting a client in the privatization of public assets should not purchase, nor advise purchasers of such assets.
- 19.2.4 The JDA reserves the right not to make an appointment for one or any of the categories of services.

20. PROPOSAL CONTENT

The bidder's submission must provide the JDA with sufficient information to enable the Employer to make a sound and fair evaluation of the proposal. It must clearly indicate the experience, capability and capacity of the bidding entity to undertake the project/s.

The following minimum documentation and information must be provided.

- 20.1 On appointment a certified copy of the bidder's Professional Indemnity Insurance certificate indicating the maximum value of a claim in an insurance period, the applicable excess and the expiry date.
- 20.2 A latest copy of the bidding entity's municipal rates account in the name of the bidding entity or alternatively in the names of the directors / partners of the bidding entity.
- 20.3 A statement from an independent auditor / accountant regarding the tenderer's financial standing to undertake this project AND audited financial statements for the past three years.
- 20.4 Details of Director's/Partner's/Members and Shareholders.
- 20.5 A schedule of completed contracts of a similar nature. Details to be provided in the schedule must include:
- Description of the project
 - Name of Employer/Client and representative with contact details
 - Cost of the works
 - Fee for services
 - Date of completion

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- 20.6 A schedule of current contracts of a similar nature with details as enumerated .
- 20.7 A schedule of contracts awarded by an organ of state during the past five (5) years with details.
- 20.8 A detailed project organogram identifying the entity's management structure and all staff resources to be employed on the project/s and the percentage time allocation of the staff to the project/s. The curricula vitae of the proposed personnel are to accompany the organogram and are to include certificates of professional qualifications.
- 20.9 Company registration documents.
- 20.10 No award will be made to a bidder who is not registered with the National Central Supplier Database.
- 20.11 No award will be made to a bidder who's tax matters are not in order with SARS.
- 20.12 The forms A to F annexed, must be scrutinized and completed in full.
- 20.13 Tenderers are to submit 2 copies of their proposal/s (1 original plus 1 copy).

Note for consortium and joint ventures

- A lead consultant is to be appointed and noted in the submission. JDA will conclude a contract with the lead consultant
- **Only the lead consultant is to submit the requisite documents and / or information as requested in items 20.5 to 20.9**
- **Item 20.2 MUST be addressed by each member of the consortium / joint venture**
- An Agreement or Heads of Terms recording the arrangement between the parties to the consortium / joint venture is to be submitted.
- A trust, consortium or joint venture will qualify for points for their BBBEE status level as an unincorporated entity, provided that the entity submits their consolidated BBBEE scorecard as if they were a group structure and that such a consolidated BBBEE scorecard is prepared for every separate tender.

21. ASSESSMENT CRITERIA

- **Compliance**
- **Technical**
- **Price and BBBEE**
- **Risk tolerance**

21.1 Compliance

Bidder's will be disqualified for the following cases:

- If any of its directors are listed on the JDA register of defaulters;

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- In the case of a bidder who during the last five years has been terminated on previous contracts with the JDA;
- Who did not complete, in full, the tender offer page (ie. priced, all registration numbers provided and signed);
- Who did NOT indicate which category is being bid for;
- Who's tender document has been completed in pencil;
- Who's tender document has been faxed;
- Who's tender document has been received after the closing time;
- Who's tender document has not been deposited in the tender box at the time of closing;
- Who did not comply with any other requirement as set out in the tender specifications;
- Who is in the employment of the state.

22. Submissions will be evaluated on the following criteria:**22.1 Technical**

The technical assessment is based on the criteria set-out below namely:

- (i) Key returnable documents,
- (ii) Capability of the proposed key team members (ie. CV's showing experience, qualifications, and valid professional registration),
- (iii) The experience of the company to be accompanied by item (iv) below,
- (iv) References letters in that are talking to item (iii) above and,
- (v) Methodology.

Note that duplication of resources/personnel on the designations indicated in the criteria will result in zero points being awarded for one criteria.

The Maximum number of points to be achieved is 540 points, bidders will be required to get a minimum 378 points which translate to 70% in order to proceed to Price and BBEE assessment

No Points will be allocated for key returnable documents submitted.

Table 6: Technical Table

Variable	Total Points	Discription	Points	
A. Key Returnable Documents	N/A	Valid BBBEE status level certificate	Y	
		Company registration documents	Y	
		CTS letter from SARS	Y	
		Current municipal rates account / affidavit	Y	
		2 Years audited financial statements	Y	
		Certified copies of identity documents	Y	
		Annexure A – K must be completed in full and signed	Y	
Variabe	Total Points	Criteria	Description of Criteria	Points
B Capability of proposed key personnel	Total points for Project Lead, Transport Engineer, Transport Planner/Modeller Urban Designer under section B (B1 + B2) capability is 250 points	Lead Project Manager/Lead: The project lead must demonstrate a minimum of 7 years of experience as a lead in Transport Planning and Transport Master Plans	Points will only be allocated for experience on Transport Master Plans (and Urban Development Frameworks for the Urban Planner and Community Participation consultants).	50

B1 Detailed CVs indicating track record of the proposed key team members	B total of 125 points for B1	<p>Senior Traffic Engineer: The senior Traffic engineer must demonstrate a minimum of 5 years of experience in traffic engineering and a senior role in Transport Master Plans</p>	<p>If any of the following information is not provided, zero points will be awarded :</p> <ul style="list-style-type: none"> CV's provided must be as per the resources recorded on the organogram CV's must clearly show project experience CV's must clearly show the role executed by the resource on said projects <p>Note that duplication of resources/personnel on the designations indicated in the criteria will result in zero points being awarded.</p>	25
		<p>Transport Planner/Modeller The incumbent must demonstrate 5 years' experience on Transport Modelling</p>		25
		<p>Urban Planner The incumbent must demonstrate 5 years' experience on Urban Development Frameworks and Transport Master Plans</p>		25
		<p>Community Participation Consultant 5 Years' or greater lead Community Participation Consultant on Urban Development Frameworks and Transport Master Plans projects and should also demonstrate skills in report writing, communication and computer skills.</p>		25
B2 Copies of qualifications and memberships to professional bodies (where stipulated) are required for the proposed team members	A total of 125 points is achievable under section B2 capability	<p>Lead Project Manager The project lead must have an Honours Degree in civil and/or traffic engineering and must be registered with the Engineering Council of South Africa (ECSA).</p>	<p>Points will only be allocated for proposed team members with the specified qualifications and memberships (where required).</p> <p>If no proofs of qualifications or professional memberships are attached, zero points will be awarded.</p>	50

		<p>Senior Traffic Engineer:</p> <p>The senior person must have a Bachelor's Degree in the discipline being tendered for <u>and</u> must be registered with the Engineering Council of South Africa (ECSA).</p>		25
		<p>Transport Planner/Modeller:</p> <p>The senior person must have a Bachelor's in the Transport discipline being tendered for</p>		25
		<p>Urban Planner</p> <p>The senior person must have an Honours Degree in Town and Regional Planning or Urban Design</p>		25
		<p>Community Participation Consultant</p> <p>NQF level 6 and above in a related field</p> <p>Humanities or Social and Community Development or Marketing and Communications or Built Environment</p>		25
Variabe	Total Points	Criteria	Description of Criteria	Points
<p>C</p> <p>Company experience per Item 10.14 :</p> <p>C1</p> <p>Experience on similar Transport Masterplan projects.</p>	<p>A total of 100 points is achievable under section C (C1 + C2), company experience</p> <p>A total of 50 points is achievable for Company experience in similar completed projects under section C1</p>	Five or more projects completed	<p>Points will only be allocated for transport Masterplan related projects as listed in the schedule requested in item 17.14</p> <p>Project information contained elsewhere in the tender submission will not be considered.</p>	50
		Three to four projects completed		30
		One to two projects completed		10

C2 Contactable references for Transport Masterplans	A total of 50 points is achievable for Contactable references on Transport Masterplans under section C2	Five or more satisfactory references	Points will only be allocated for references on Transport Masterplans in the scheduled requested in Item 6.14 (annexure J to be filled in) References must be on the client's letterhead or on a document stamped by the client and must confirm the project description, services rendered, and values in order to obtain the points.	50
		Three to four satisfactory references	Practical completion certificates or appointment letters do not serve as reference letters and zero points will be allocated.	30
		One to two satisfactory references	If any of the required information does not appear in the reference, zero points will be awarded. Note that completion certificates will not qualify as references and will be awarded zero points.	10
Variable	Total Points	Criteria	Description of Criteria	Points
D Approach and Methodology D1 Approach and Methodology to the outlined scope of Works	A total of 140 points is achievable under section D, approach and methodology	Data Collection a. Survey Methodology - A survey plan that includes the type of surveys and location of the surveys must be provided along and with detailed costing including each mode as described under Scope of Works	Points will only be allocated for thorough documentation under the approach and methodology to each of the critical aspects identified here. Project information contained elsewhere in the tender submission will not be considered.	30
		Status Quo Assessment - The status quo assessment must include at least the following: a) A literature review b) A data collection plan & survey methodology c) Transport Network description d) Public transport operations description (services, stops, headways/frequency,		20

		<p>modes, volumes, utilisation, fares, etc.)</p> <p>e) Description of the mode share along the corridor</p> <p>f) Description of the current journey times along the corridor and public transport routes</p> <p>g) Traffic volumes</p> <p>h) Congestion hotspots / bottlenecks and recommendation on how to unlock it</p> <p>i) Queue jumping opportunities</p> <p>j) Assessment of the elements that influence the transport system along the corridor</p> <p>k) Potential Park & Ride facilities</p> <p>l) Potential Public Transport Facilities</p> <p>m) Land use and development</p> <p>n) GIS mapping of the transportation system per mode including the infrastructure</p>		
--	--	---	--	--

		re and facilities		
		Transport Development Concept - The Randburg Transport concept must be described in full and must include amongst others the following: <ul style="list-style-type: none"> • Randburg Transport Network & System Components 		20
		Strategic & Simulation Model Development - How the the micro-simulation traffic model will be developed must be described in detail		20
		Transport Master Plan - Describe how the plan will be developed and all the key components which will be included in plan		30
		Stakeholder Consultation - Describe how the internal and external stakeholder engagement will be undertaken to ensure an inclusive participatory process as part of the feasibility.		20

23. Risk Tolerance

The JDA has adopted a Risk Tolerance Framework (RTF) which enjoins the JDA to consider its risk exposure to contractors / service providers in terms of the number of contracts awarded to a single contractor / service provider in a particular year.

In terms of the Risk Tolerance Framework, the JDA determines the risk exposure as excessive in instances where the value of the contracts for individual professional service providers (eg. project managers / engineers / quantity surveyors / consultants) is either :

The greater of R8 million or four contracts / projects in the current financial year or

The greater of R12 million or six contracts / projects over two financial years (current year and previous financial year)

And in instances where the value of contracts for multi-disciplinary professional service providers (eg. more than one discipline / service is provided by the same bidder) is either :

The greater of R12 million or six contracts / projects in the current financial year or

The greater of R20 million or nine contracts / projects over two financial years (current year and previous financial year)

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A risk analysis shall be undertaken on the bidder with the highest number of points obtained, to determine whether the tenderer does not exceed the JDA's risk framework criteria as stated above. In other words, whether it falls within the ambit of the Risk Tolerance Framework as acceptable.

JDA reserves the right to award a contract to a bidder who has exceeded the threshold as stated above.

Bidders may be required to attend interviews should there be a need for clarity.

Unsuccessful bidders will have the opportunity to query the award within fourteen (14) working days of the publication of the successful bidder on the JDA website.

The validity period from the closing date is 120 days.

24. CLOSING DATE TIME AND VENUE FOR SUBMISSIONS

The completed tender document shall be placed in a sealed envelope.

The words / Ref:

“ REQUEST FOR PROPOSAL FROM A CONSORTIUM OR JOINT VENTURE WITH EXPERTISE IN TRANSPORT PLANNING AND TRAFFIC ENGINEERING, URBAN PLANNING AND COMMUNITY PARTICIPATION TO DEVELOP A TRANSPORT MASTERPLAN AND IMPLEMENTATION PLAN FOR THE RANDBURG CENTRAL BUSINESS DISTRICT” - must be written / typed clearly on the envelope.

The envelope must be deposited in the tender box at the **Johannesburg Development Agency, Ground Floor, The Bus Factory, 3 Helen Joseph Street, Newtown** only between the hours of 08H00 and 17H00, but at 12H00 on the day of closure.

This tender will close on the 03 December 2020 at 12:00

NO EMAILED/ LATE / TELEPHONIC / FAXED / POSTAL TENDERS WILL BE ACCEPTED OR CONSIDERED.

The Johannesburg Development Agency's selection of qualifying tenders shall be in the Johannesburg Development Agency's sole discretion and shall be final. The Johannesburg Development Agency does not bind itself to accept any particular Tender and no correspondence will be entered into.

Queries can be addressed in writing to:

Department	Development Facilitation
Contact Person:	Nicolette Pingo npingo@jda.org.za

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ANNEXURE A: BUSINESS DECLARATION

Tender/RFQ Number:

Tender/RFQ Description:

Name of Company:

Contact Person:

Postal Address:

.....

Physical Address:

.....

Telephone Number:

Fax Number:

Cell Number:

E-mail Address:

Company/enterprise Income

Tax Reference Number :

(Insert personal income tax number if a one person business and personal income tax numbers of all partners if a partnership)

VAT Registration Number:

Company Registration Number:

1. Type of firm

- Partnership
- One person business/sole trader
- Close corporation
- Public company
- Private company

(Tick one box)

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2. Principal business activities

.....
.....
.....

3. Total number of years company has been in business:

4. Detail all trade associations/professional bodies in which you have membership

.....
.....
.....

5. Did the firm exist under a previous name?

- Yes
- No

(Tick one box)

If yes, what was its previous name?

6. How many permanent staff members are employed by the firm:

Full Time :

Part Time :

7. In the case of a firm which renders services for different disciplines, how many permanent staff members are employed by the firm in the discipline for which you are tendering:

Full Time :

Part Time :

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8. What is the enterprise’s annual turnover for the last two years and what is the estimated turnover of current commitments.

R Year

R Year

R Year

9. List all contracts which your company is engaged in and have not yet completed:

CONTRACT DESCRIPTION	LOCATION	COMPANY/ EMPLOYER	PROJECT VALUE	ESTIMATED FEES	EXPECTED COMPLETION (MONTH & YEAR)

10. Banking details

I/We hereby request and authorise you to pay any amounts which may accrue to me/us to the credit of my/our account with the mentioned bank.

I/We understand that the credit transfers hereby authorised will be processed by computer through a system known as the “ACB Electronic Fund Transfer Service” and

I/We also understand that no additional advice of payment will be provided by my/our bank, but details of each payment will be printed on my/our bank statement or any accompanying voucher.

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This authority may be cancelled by me/us giving **30 days'** notice in writing.

BANK :

BRANCH :

BRANCH CODE :

ACCOUNT NUMBER :

ACCOUNT HOLDER :

TYPE OF ACCOUNT :

CONTACT PERSON :

CONTACT NUMBER :

PLEASE INCLUDE LETTER FROM THE BANK CONFIRMING THE COMPANY'S BANKING DETAILS.

The undersigned, who warrants that he/she is duly authorised to do so on behalf of the company, affirms that the information furnished in response to this request for proposal is true and correct:

SIGNATURE :

NAME IN FULL :

CAPACITY :

DULY AUTHORIZED TO SIGN ON BEHALF OF:

DATE :

COMPANY STAMP

RANDBURG CENTRAL BUSINESS DISTRICT TRANSPORT MASTERPLAN AND IMPLEMENTATION PLAN

ANNEXURE B: DECLARATION OF INTEREST

- 1. No bid will be accepted from persons in the service of the state*.
- 2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.

3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

3.1 Full Name:

3.2 Identity Number:

3.3 Position occupied in the company (director, trustees, shareholder**)

3.4 Company Registration Number:

3.5 Tax Reference Number:

3.6 VAT Registration Number:

3.7 The names of all directors / trustees / shareholders / members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state* **YES / NO**

If yes, furnish particulars

.....
.....

3.9 Have you been in the service of the state for the past twelve months? **YES / NO**

If yes, furnish particulars

.....
.....

RANDBURG CENTRAL BUSINESS DISTRICT TRANSPORT MASTERPLAN AND IMPLEMENTATION PLAN

3.10 Do you, have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

If yes, furnish particulars

.....
.....

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

If yes, furnish particulars

.....
.....

3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

If yes, furnish particulars

.....
.....

3.13 Are any spouse, child or parent of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

If yes, furnish particulars

.....
.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders or stakeholders of this company have any interest in any other related companies or businesses whether or not they are bidding for this contract? **YES / NO**

If yes, furnish particulars

.....
.....

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4. Full details of directors / trustees / members / shareholders.

FULL NAME	IDENTITY NUMBER	STATE EMPLOYEE NUMBER

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME):

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Position

.....
Name of Bidder

.....
Date

- * MSCM Regulations: "in the service of the state" means to be –
 - (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
 - (b) a member of the board of directors of any municipal entity;
 - (c) an official of any municipality or municipal entity;
 - (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
 - (e) a member of the accounting authority of any national or provincial public entity; or
 - (f) an employee of Parliament or a provincial legislature.

** "Stakeholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

RANDBURG CENTRAL BUSINESS DISTRICT TRANSPORT MASTERPLAN AND IMPLEMENTATION PLAN**ANNEXURE C: DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES**

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's database as a company or person prohibited from doing business with the public sector? (Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the <i>audi alteram partem</i> rule was applied).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? (To access this Register enter the National Treasury's website, www.treasury.gov.za, click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
Item	Question	Yes	No
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

4.3.1	If so, furnish particulars:		
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME) :

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Position

.....
Name of Bidder

.....
Date

RANDBURG CENTRAL BUSINESS DISTRICT TRANSPORT MASTERPLAN AND IMPLEMENTATION PLAN

ANNEXURE D: PARTICULARS OF CONTRACTS AWARDED BY AN ORGAN OF STATE*** DURING THE LAST 5 YEARS cont.

EMPLOYER	CONSULTING ENGINEER	NATURE OF WORK	VALUE OF WORK	YEAR COMPLETED

***** Organ of State means-**

- ◆ a) a national or provincial department;
- ◆ b) a municipality;
- ◆ c) a constitutional institution defined in the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- ◆ d) Parliament;
- ◆ e) a provincial legislature;
- ◆ f) any other institution or category of institutions included in the definition of "organ of state" in section 239 of the Constitution and recognised by the [Minister](#) by notice in the *Government Gazette* as an institution or category of institutions to which [this Act](#) applies

.....
 Signature
(of person authorised to sign on behalf of the organisation)

.....
 Position

.....
 Name of Bidder

.....
 Date



ANNEXURE E: CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

“ REQUEST FOR PROPOSAL FROM A CONSORTIUM OR JOINT VENTURE WITH EXPERTISE IN TRANSPORT PLANNING AND TRAFFIC ENGINEERING, URBAN PLANNING AND COMMUNITY PARTICIPATION TO DEVELOP A TRANSPORT MASTERPLAN AND IMPLEMENTATION PLAN FOR THE RANDBURG CENTRAL BUSINESS DISTRICT”

in response to the invitation for the bid made by:

Johannesburg Development Agency

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of:

_____ that:
(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word “competitor” shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraph 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation);
 - (c) methods, factors or formulas used to calculate prices;

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- (d) the intention or decision to submit or not to submit a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No. 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No. 12 of 2004 or any other applicable legislation.

.....
Signature

.....
Position

.....
Name of Bidder

.....
Date

ANNEXURE F: DECLARATION ON STATE OF MUNICIPAL ACCOUNTS

A Any bid will be rejected if:
Any municipal rates and taxes or municipal service charges owed by the bidder or any of the directors to the municipality or a municipal entity, or to any other municipality or municipal entity, are in arrears for more than three months.

B Bid Information

- i. Name of bidder:
- ii. Registration Number:
- iii. Municipality where business is situated:
- iv. Municipal account number for rates:
- v. Municipal account number for water and electricity:
- vi. Names of all directors, their ID numbers and municipal account number.
 - 1.
 - 2.
 - 3.
 - 4.
 - 5.
 - 6.
 - 7.

C Documents to be attached.

- i. A copy of municipal account mentioned in B (iv) & (v) (Not older than 3 months)
- ii. A copy of municipal accounts of all directors mentioned in B(vi) (Not older than 3 months)
- iii. Proof of directors

I/We declare that the abovementioned information is true and correct and that the following documents are attached to this form:

.....
.....

Signature

Date