

**Compulsory Tenders Briefing – Minutes & Q&A**

<b>CLIENT</b>	:	<b>Airports Company South Africa</b>
<b>PROJECT</b>	:	<b>CTIA Runway 01/19 and Apron Taxilane Rehabilitation Projects</b>
<b>REF NO</b>	:	<b>Oracle: 4580 &amp; 4849</b>
<b>DATE</b>	:	<b>5 April 2024</b>
<b>TIME</b>	:	<b>10h00 – 15h00</b>
<b>PLACE</b>	:	<b>SOB – Conference Room</b>

1. ASCA SCM Representative (Ms Maliga Gounden – MG) formally opened the Briefing Meeting at 12h00 and welcomed all in attendance in terms of Item 1 of the attached Briefing Meeting Presentation (Annexure A).
2. MG requested all attendees to briefly introduce themselves (refer to the Attendance Register - Annexure B to follow).
3. MG requested all Bidder to ensure that they have completed the attendance register and have submitted the completed 'FORM A1. Certificate of Attendance of the Compulsory Briefing Session and Site visit'.
4. MG noted that all Bidder must attend the entire briefing session, including the site visit, after which attendance will be confirmed by means of 'rollcall'.
5. MG proceeded with Item 2: Tender Notice and Invitation to Tender of the Briefing Meeting Presentation.
6. Mr Riaan Viviers (RV) from Mariswe, representing the Consultant Team, continued with Item 3: Scope of Works of the Briefing Meeting Presentation. He confirmed that questions may be asked during his presentation and recorded / answered accordingly (Note: The recorded questions and answers are tabulated under Item 8 below).

RV highlighted the following aspects of the tender document:

**C1. AGREEMENT AND CONTRACT DATA**

**C1.2 Contract Data**

Clause 4.4	Subcontracting
Clause 5.7	Progress of Work
Clause 8.6.1	Insurance Effected By The Employer
Clause 8.6.2	Insurance Effected By The Contractor
Clause 11	Skills Development Goals (CSDG)

## **Contract Specific Data – Part1: Contract Data provided by the Employer**

Clause 1.1.1.14	Due Completion Date
Clause 1.1.1.16	Employer's Agent (Combined)
Clause 5.1.1	Time calculation
Clause 5.3.1	Commencement of the Works
Clause 5.13.1	Penalty for delay
Clause 6.8.3	Variation in cost of special materials
Clause 10.1	Contractor's claim

## **C2. PRICING DATA**

### **C2.1 Pricing Instructions**

#### **C2.1.5 ACSA PRICING INSTRUCTIONS – Take of Employers requirements**

### **C2.2 Bill of Quantities**

RV emphasized the following payment items:

B12.03	Safety induction course, AVOP, PARTAC and permits
B12.10	Appointment of Electrical Engineer
B12.11	Provision for electrical installations
B12.12	Provisional Sum for the Employer's approved security services at Gate 6
B12.13	Enablement of Gate 6 during the Mobilization Period

RV noted that a new payment items, B12.14, will be included in Addendum 01 for the appointment of ACSA approved escorts.

13/C10.01	Health and Safety Plan
13/C10.02	Implementation of health and safety plan
13/D10.01	Implementation of Construction Environmental Management Plan
13/E10.01	Implementation of the CPG requirements
13/F10.01	Implementation of the CIDB B.U.I.L.D program
13/B42.28	Provision of Performance Guarantees in respect of UTFC
13/B15.18	Allowance to illustrate access and evacuation plans
B17.08	Clearing, excavating and removal of existing material from site camp
B17.09	Clearing, excavating and removal of stockpiled materials
B81.04	Payment of independent site laboratory for acceptance control testing

## **C3. SCOPE OF WORK**

### **C3.1 Description of the Works**

#### **C3.1.3 Extent of the Works**

RV and Innocent Jumo (IJ) from Thembakele Consulting Engineers (Support Employer's Agent) gave a detailed overview of the scope of works relating to the runway and taxiway.

### **C3.3 Procurement**

#### **C3.3.2 Subcontracting**

RV noted that the CPG target of 13% indicated was incorrect which will be corrected with Addendum 01.

### **C3.4 Construction**

#### **Part B: PROJECT SPECIFICATIONS REFERRING TO THE STANDARD SPECIFICATIONS**

RV emphasized the following specifications:

B1204            PROGRAMME OF WORK

In addition, RV noted that the enablement of Gate 6 will be included under the requirements during the Mobilization Period and issued with Addendum 01.

B1215            EXTENSION OF TIME RESULTING FROM ABNORMAL RAINFALL  
B1230            PROJECT CRITERIA AND REQUIREMENTS AT OPERATIONAL AIRPORTS

RV emphasized the specifications of the following payment items:

B12.03           Safety induction course, AVOP, PARTAC and permits  
B12.10           Appointment of Electrical Engineer  
B12.11           Provision for electrical installations  
B12.12           Provisional Sum for the Employer's approved security services at Gate 6  
B12.13           Enablement of Gate 6 during the Mobilization Period  
13/C10.01       Health and Safety Plan  
13/C10.02       Implementation of health and safety plan  
13/D10.01       Implementation of Construction Environmental Management Plan  
13/E10.01       Implementation of the CPG requirements  
13/F10.01       Implementation of the CIDB B.U.I.L.D program  
13/B42.28       Provision of Performance Guarantees in respect of UTFC  
13/B15.18       Allowance to illustrate access and evacuation plans  
B17.08           Clearing, excavating and removal of existing material from site camp  
B17.09           Clearing, excavating and removal of stockpiled materials  
B81.04           Payment of independent site laboratory for acceptance control  
testing

### **C3.5 ACSA Specifications**

RV emphasized the importance of the below specifications and urged all Bidders to carefully read and understand each in terms of their tender submission.

C3.5.1 Occupation Health and Safety Specifications

In addition, RV noted that the Project Specific Baseline Risk Assessment is missing from the tender document which will be issued with Addendum 01.

C3.5.2 Manual of Procedure for Working Airside – Cape Town International Airport

C3.5.3 ACSA Construction Environmental Management Plan

C3.5.4 Requirements of Government's Programme for Broad-based Black Employment

C3.5.5 Requirements for the CIDB Build Programme

7. The briefing session was halted for the compulsory site visit which was planned during the predetermined timeslot due to ACSA Escorts' time limitations. Everyone returned back to Southern Office Block after the site visit to continue with the remaining part of the briefing session.
8. MG proceeded with Item 4: Evaluation Process of the Briefing Meeting Presentation.
9. MG proceeded with Item 5: Questions and Answers to Tender of the Briefing Meeting Presentation as tabulated below:

1.	<p><b>Q:</b> How much time should be allowed for training and permitting.</p> <p><b>A:</b> Permitting / training has been allowed during the initial 2-months Mobilization Period. Further details have been specified in the tender document.</p>
2.	<p><b>Q:</b> Does the contractor require insurance prior to tender or at award.</p> <p><b>A:</b> No, only 14 days after the acceptance. Please see specifications.</p>
3.	<p><b>Q:</b> What is the requirement of the electrical engineer.</p> <p><b>A:</b> Requirements for the electrical engineer have been specified in the tender document.</p>
4.	<p><b>Q:</b> If the lead-time for the electrical equipment results in additional delays will the contract be extended without penalties.</p> <p><b>A:</b> Work can only be undertaken within a specific 6-month construction window. If the project is delayed work will be undertaken to a specific point in the current construction window after which the Contractor will de-establish until the next construction window. The contractor will re-establish in the next construction window and CPA will be applicable to contractors' rates. Multiple scenarios have been considered should the lights not arrive on time</p>

	which can be implemented to mitigate the delays to the work, but these mitigation measures are not sufficient in the case of major delays.
5.	<p><b>Q:</b> Can work continue without the Construction Works Permit being in place.</p> <p><b>A:</b> Only the works specified during the Mobilization Period in the tender document can be undertaken as 'early works' while the process of applying for the ACSA Permit is taking place in parallel for the Construction Works Permit.</p>
6.	<p><b>Q:</b> Who is responsible for documentation and specifications of the ACSA direct contractors for the early works.</p> <p><b>A:</b> ACSA have contracts in place with the direct contractors. The successful bidder is required to grant access to the ACSA direct contractor to carry out the specified works.</p>
7.	<p><b>Q:</b> Can the runway and taxilane be downgraded.</p> <p><b>A:</b> It is not envisaged to downgrade the runway or taxilane. Allowance has been made that only 3 consecutive lights may be disconnected, as per specifications.</p>
8.	<p><b>Q:</b> If the electrical engineer results in delaying the works, will penalties still be applied.</p> <p><b>A:</b> Yes, the electrical engineer is appointed by the Contractor and therefore under his control.</p>
9.	<p><b>Q:</b> There is a slight conflict in wording under the penalty clause.</p> <p><b>A:</b> Clarity will be issued with Addendum 01.</p>
10.	<p><b>Q:</b> Clarity to be provided on the amendment of Clause 10.1 as it is currently unclear.</p> <p><b>A:</b> Clarity will be issued with Addendum 01.</p>
11.	<p><b>Q:</b> Gate 3 is shown on drawings. Can this gate be used.</p> <p><b>A:</b> Gate 3 is a backup gate, should gate 6 not be available.</p>
12.	<p><b>Q:</b> What is difference between the two payment items for escort services.</p> <p><b>A:</b> One payment item is for contractors' staff and the other is for ACSA approved ARFF escorts who will be vetted by ACSA fire Chief and seconded to Fire and Rescue as project resources.</p>
13.	<p><b>Q:</b> The value under Item B12.13(b) appears to be incorrect.</p> <p><b>A:</b> Yes, agreed. Will be corrected in Addendum 01.</p>
14.	<p><b>Q:</b> Does the UTFCA include the Agrément South Africa accreditation.</p> <p><b>A:</b> No.</p>
15.	<p><b>Q:</b> Will electrical cables and ducting be replaced on taxiways and are joints allowed.</p>

	<b>A:</b> The scope of works will be identified by the Contractor's appointed electrical engineer.
16.	<b>Q:</b> Will the asphalt trial sections be on the runway. <b>A:</b> No.
17.	<b>Q:</b> Will the Contractor be doing the acceptance control. <b>A:</b> Yes, please refer to the specifications.
18.	<b>Q:</b> Delays due to inclement weather, will fog be considered. <b>A:</b> Yes, fog is included under 'n-inclement'
19.	<b>Q:</b> Does the drivers of delivery vehicles require permits. <b>A:</b> Yes, the Contractor will need to manage requirements.
20.	<b>Q:</b> With regards to the CPG subcontracting, does subcontractor need permits as well? <b>A:</b> Yes, everyone working on airside requires permits.
21.	<b>Q:</b> Will the works at Gate 6 be done during the Mobilization Period? <b>A:</b> Yes, as early works.
22.	<b>Q:</b> What are the working hours to enable Gate 6? <b>A:</b> Work can be carried out during the day and if required at night during normal working days.
23.	<b>Q:</b> Is a displaced threshold required? <b>A:</b> The secondary runway will be in use throughout the project. Only when works are undertaken at the intersection of the two runways, will a displaced threshold be required.
24.	<b>Q:</b> When work is undertaken at Gate 6, will permits be required? <b>A:</b> Yes, however day passes can be used while waiting on 1 year permit.
25.	<b>Q:</b> Are there specified staging area for equipment? <b>A:</b> Yes, there are areas identified. Please refer to the drawings.
26.	<b>Q:</b> At which point during the day will the team decide if work is going ahead or not due to rain or flight delays? <b>A:</b> Specific holding points have been included in the specifications.
27.	<b>Q:</b> Does the Traffic Safety Officer need PARTAC. <b>A:</b> Yes.
28.	<b>Q:</b> There are companies that has taken the 2022 regulation for preference points to court and have been ruled in there in favour. Could the same not happen to this project.

	<p><b>A:</b> ACSA has chosen this preference score and can't go back on repealed legislation.</p>
29.	<p><b>Q:</b> We have submitted a letter of objection on 28<sup>th</sup> March 2024, that the preference system is not being in-line with the BBBEE act and the construction charter. Is there no consideration to amend the current scoring system.</p> <p><b>A:</b> Not at this point but is has been passed on to the relevant person.</p>
30.	<p><b>Q:</b> Is it already known what percentage of the electrical provision have been attributed in the 30% sub-contract.</p> <p><b>A:</b> Contractor need to calculate it for themselves and source the required electrical sub-contractor.</p>
31.	<p><b>Q:</b> Will electrical subcontractor be included as targeted enterprises as they are not CE.</p> <p><b>A:</b> Clarity will be provided ACSA</p>
32.	<p><b>Q:</b> Does the CIDB and the PPPFMA state that we must subcontract 30% to 51% black owned EEME who are CE only.</p> <p><b>A:</b> Clarity will be provided by ACSA</p>
33.	<p><b>Q:</b> Does 7CEPE be considered</p> <p><b>A:</b> No</p>
34.	<p><b>Q:</b> Noting the limited scope for subcontract, the specialised nature of the project and a large proportion of the project being electrical works, which probably cannot be subcontracted to qualifying SMME. We understand the requirement of sub-contracting on projects over R50 million, but with certain motivation with regards to the scope of works, working at night, in an airport environment and a portion being electrical works. There is enough reason for the 30% to be reduced or an additional criteria be relaxed.</p> <p><b>A:</b> ACSA need to comply to legislation. Bidders should raise any concerns in this regard formally for ACSA.</p>

**Annexure A**  
**Compulsory Briefing Meeting Presentation**



**Annexure B**  
**Compulsory Briefing Meeting Attendance Register**