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6-10 Riviera Road,  
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**REQUEST FOR PROPOSALS**

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**TRAFFIC IMPACT ASSESSMENT FOR PORTION 3 OF ERF 2116, BLOEMFONTEIN,  
MANGAUNG METROPOLITAN MUNICIPALITY: FREE STATE PROVINCE**

**RFP/FS/2016/009**

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**PROPOSALS TO BE SUBMITTED BY**

**NOT LATER THAN**

**22 FEBRUARY 2017 AT 12H00**

## **TERMS OF REFERENCE**

### **1. INTRODUCTION**

The Housing Development Agency (HDA) is a national public development agency which promotes sustainable communities by making well located and appropriately planned land available for the development of human settlements. As its primary activity, the HDA assembles state, private and communal land and releases it for development. In addition HDA provides project delivery support services to organs of state at local, provincial and national level.

Further to this, the HDA is required, to undertake any processes relating to approvals required for integrated sustainable human settlements development and prepare necessary documentation for consideration and approval by the relevant authorities. In order to achieve these objectives, the HDA intends to utilize services of relevantly qualified and experienced professional service providers to undertake the traffic impact study.

### **2. AREA DESCRIPTION**

The study should pay particular attention to the Portion 3 of erf 2116 Bloemfontein (annexure 1). The property is located adjoining the Kerk Street which connects the majority of the southern regions of Bloemfontein to the CBD.

### **3. BACKGROUND**

The Housing Development Agency has submitted a rezoning application to Mangaung Metropolitan Municipality to obtain land rights for the proposed development. The rezoning application on Ptn 3/2116, Hamilton, Bloemfontein is for the development of high rise residential units. As part of the rezoning application, a Traffic Impact Assessment is required by Mangaung Metropolitan Municipality.

A Traffic Assessment was conducted in January 2014 (Hlanganani Consulting) appointed by HDA. However the TOR yielded feasibility reports, rather than a Traffic Impact Assessment report.

### **4. OBJECTIVE OF THE PROJECT**

The main objective of the report is to support the rezoning application by means of obtaining municipal recommendation and investigate potential impacts of the proposed development on the surrounding street particularly Kerk Street, Bloemfontein paying attention, but not limited, to the following:

- Potential impact and analysis of the maximum development potential of the site.
- Potential impact and analysis of the proposed access points to the site.
- Provision of any slip lanes, with consideration of providing a public transport facility.

A Traffic Impact Assessment was conducted in January 2014 on the same property. However timeframes have lapsed and more detail is required.

## **5. SCOPE OF WORK & OUTPUTS**

The Traffic Impact Assessment should contain, but not limited, to the following;

- Provision of a range of plans, diagrams and drawings to indicate the implications of the application.
- Traffic calculations and analysis based on actual and valid traffic data.
- Traffic demand and site assessment.
- Traffic generated (peak etc.)
- Analysis of different development scenarios.
- Analysis of all critical traffic intersections in the area.
- Outlining the traffic distribution and access to the site.
- A certified and accepted Traffic Impact Assessment.

## **6. DELIVERABLES**

- Written reports (Ms word)
- 3 hardcopies of final report
- Diagrams in readable page size
- Proof of liaison and consultation with Municipal Traffic Engineer
- Digital plans (Cad/Gis format)

## **7. DURATION**

The anticipated timeframe for the completion of this project is **2 months**, or as motivated by the methodology, from the date of signature of a contract by both parties.

## **8. TEAM COMPOSITION**

The service provider is expected to assemble a team with the following expertise:

- Traffic Engineers registered with the relevant council.

- Proven experience in traffic impact assessments;
- Demonstrable conceptual and project understanding and subject matter command in the proposed approach, process, deliverables and outputs.

The above professional staff composition is the client's suggestion as a minimum requirement. The consultants are advised to propose their own team composition based on the scope of work.

## 9. EVALUATION PROCESS

**8.1.** The HDA needs to be satisfied, in all respects, that the organisation selected has the necessary resources, qualifications and abilities for this project, and that all submissions are regarded in a fair manner in terms of evaluation criteria and process

**8.2.** The general methodology of selection will be that proposals will first be evaluated on their technical ability to perform the task. Any proposals scoring below **70%** of the points noted in the table below will be disqualified for the second evaluation. The second evaluation of technically competent proposals will be evaluated against Price and B-BBEE using **80/20** Price/B-BBEE formula.

**Table 1 – Evaluation Criteria**

CRITERIA	SUB-CRITERIA	WEIGHTING/ POINTS
Company profile and individual team members (CVs)	<ul style="list-style-type: none"> <li>• Qualifications, Capacity, Level of experience and knowledge</li> </ul>	<b>40</b>
	Previous work in: <ul style="list-style-type: none"> <li>• Traffic engineering and Impact Assessments</li> </ul>	<b>30</b>
Approach and methodology	<ul style="list-style-type: none"> <li>• Methodology, milestones and time frames for delivery, as well as clear understanding of information to be collected and the rationale thereof</li> </ul>	<b>30</b>
<b>Total</b>		<b>100</b>

The following criteria will be used for point's allocation for price and B-BBEE compliance on **80/20** point system:-

**Table 2 – Price and B-BBEE**

CRITERIA	SUB-CRITERIA	WEIGHTING/ POINTS
Price	Detailed budget breakdown	80
B-BBEE Status Level Verification Certificate from accredited verification agencies.	B-BBEE Level Contributor	20
<b>Total</b>		<b>100</b>

The HDI proposal will be evaluated as per PPPFA regulations.

## 10. REQUIREMENTS

**9.1** Below are compulsory requirements for this service

**9.2** It is important to note that the successful person will work under the supervision of a HDA representative, abide by HDA's Code of Conduct, and other organizational guidelines.

**9.3** Kindly submit the following documents:

- Registration with the National Treasury **Central Supplier Database(CSD Report)**, if not yet registered use the following link to register : <https://secure.csd.gov.za/>
- SBD Forms (SBD4, SBD6.1, SBD8 and SBD9) obtainable from HDA Website: [www.thehda.co.za/procurement](http://www.thehda.co.za/procurement). Under compliance checklist.
- Price proposals on all work to be done.
- Valid and Original or Certified B-BBEE Status Level Verification Certificates issued by the following agencies SANAS, IRBA or CCA.

**9.4** Further information regarding technical matters can be sent via an email to:

[lipalesa.thaanyane@thehda.co.za](mailto:lipalesa.thaanyane@thehda.co.za) or tel: **051 409 0220**

**9.5** Further information regarding supply chain matters and queries can be sent via email to: [sindisiwe.mweli@thehda.co.za](mailto:sindisiwe.mweli@thehda.co.za) or tel: **011 544-1000**

## **11. SUBMISSION OF PROPOSAL**

Proposals should be submitted on or before the **22 February 2017** by no later than **12h00** to the following address:

**The Procurement Officer  
The Housing Development Agency,  
Block A, 6-10 Riviera Road, Killarney, 2193,  
Tel: 011 544 1000**

**11.1** The selection of the qualifying proposal will be at the HDA's sole discretion. The HDA does not bind itself to accept any particular bid/proposal, and the HDA reserves the right not to appoint the service provider.

## **12. GENERAL**

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The HDA expresses that in an event of any service provider being appointed on this job, there is no expectation that any follow up work on this project will be granted to the same service provider.

# ANNEXURE 1

## Portion 3 of Erf 2116 Bloemfontein

