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REQUEST FOR PROPOSALS

**Review and finalisation of Programme Implementation Plan:
Khutsong Sinkhole Intervention**

RFP/JHB/2020/011

**PROPOSALS TO BE SUBMITTED BY
NOT LATER THAN
14 OCTOBER 2020 AT 12H00**

1. Introduction and Background

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

As part of its legislative mandate, Section 7 of the Housing Development Agency Act, (Act No. 23 of 2008) requires the Agency to, amongst others, undertake any processes relating to approvals required for housing development, prepare necessary documentation for consideration and approval by the relevant authorities, monitor progress of the development of immovable property acquired for the purposes of creating sustainable human settlements.

The HDA is the programme manager for the Human Settlements component of the distressed mining communities programme. The objectives of the human settlements component of the intervention require the transformation of the mining towns through the creation of sustainable integrated human settlements.

The intervention requires the following broad thrusts:

- fast-tracking and supporting existing human settlement projects in the mining towns areas;
- identification of suitable areas of further areas of investment taking into account the human settlement conditions in the identified mining town;
- Identification of partners for implementation

In this assignment, the HDA has been tasked to develop a comprehensive intervention plan for the persistent sinkholes problem that has been occurring in Khutsong township in the Merafong Local Municipality.

2. Statement of the problem

Khutsong township was established in the late 1950s. At the time of the establishment of Khutsong township, no geological surveys were conducted to determine the dolomite stability suitability of the area for township establishment. With the accelerated de-watering of the gold reefs by gold mines from 1940s, the Dolomite underlaid areas in the Carletonville area became increasingly unstable and conducive to the formation of sinkholes. This situation was detected in Carletonville in the early 1960's.

During this period, the FWRDA was established and started to collaborate with the then Geological Survey of South Africa, (now the Council for Geoscience). Over time, the situation was brought under control in Carletonville town.

In Khutsong, similar assistance was not provided, resulting in the development of the township despite the ever-increasing instability of the dolomite underlain area. Consulting engineering

and the engineering geological firms became involved in the evaluation of the Dolomite problem in Khutsong from 1980 onwards. Notably this commenced with the appointment of the Firm Webb & Partners who conducted several stability surveys for Khutsong between July 1980 and 1987. Additionally, the firm Intraconsult (Consulting Engineering Geologists) was commissioned in 1988 to investigate a specified area of Khutsong. The process of steadily increasing vulnerability to Dolomite instability continued however, until the time when Khutsong formed part of the then Carletonville Transitional Local Council (TLC) in 1995.

Again, Intraconsult was commissioned in 1997 to conduct geotechnical surveys in Khutsong to establish the status quo and to recommend the way forward to City Council. In an endeavour to address this situation, the Carletonville TLC adopted a Land and Land Use Policy on 24 November 1998. As part of this policy it was expected of developers to sign indemnity clauses whereby the City Council would be indemnified against any legal claims resulting from sinkhole development. The indemnity clause was included into all agreements of sale of properties in Khutsong, as well as into all building plans irrespective of the declared geological stability zone in which the property was situated.

On 5 December 2000, the newly established Merafong City Local Municipality inherited the dolomite instability problem. Several new and serious sinkholes began to form in and around Khutsong since December 2000. The Merafong Local Municipality began to address the dolomite stability situation through the formation of disaster management team of the Westrand District Municipality on standby and notifying the State Geological Departments of the problems.

However, the formation of sinkholes continues to the current time. Some of the post 2000 sinkhole formations have occurred in areas previously determined to be safe and other in areas occupied by informal settlements i.e. Zonderwater informal settlement which resulted in the resettlement of 50 - 100 informal structures to Khutsong South that began on 11 December 2002.

From 2016, the situation has drastically deteriorated. New sinkholes Dolines formed at several locations in Khutsong which severely damaged internal water supply pipes to Khutsong extensions and sewer pipe networks that drains via outfall sewers to the Khutsong Wastewater Treatment Plant. The formation of these sinkholes affects normal service delivery as they cause severe damages to water pipes, sewer pipes, roads and other private and public properties. In addition, the most recent sinkholes have created a threat to the safety of residents. This deteriorating situation places immense pressure on scarce resources to manage the risk, places lives and property in danger and negatively impacts on the social fabric and wellbeing of the community.

The current critical situation has become evident due to the collapsing of infrastructure as a result of dolomite activities and the severe health risk to residents caused by sewer flooding into residential areas and unacceptable levels of failure of basic services, including water provision. Of late, these challenges, such as water shortages, water leaks and have become daily reality due to continuous sinkhole formations. It is becoming increasingly clear that the situation in Khutsong is deteriorating and that a long-term and integrated solution must be found to address the increasing vulnerability of the community. From the above background, the problem can be summarised as follows:

- For an extended number of years, the residents of Khutsong township have lived with **fear for their safety** due to subsurface dolomite geological conditions causing unpredictable ground movement and sinkholes.
- The township has experienced **ground instability** problems since its establishment in the 1950s.
- At the time Khutsong township was established, **no geological surveys were executed** to determine the geotechnical suitability of the area for residential development.
- During the 1960s, the dolomites in the Carletonville area became increasingly unstable and conducive to the formation of sinkholes. The then municipality of Carletonville detected this problem and, through the establishment of the FWRDWA and with the assistance of the Council of Geoscience, **the problem was brought under control in the town of Carletonville.**
- In Khutsong, however, **similar intervention or assistance was not provided**, resulting in the continued development and growth of the township despite the ever-increasing instability of the dolomite land.
- While the fear of lurking danger due to sinkholes is the main concern for Merafong Local Municipality, the Khutsong residents are also faced with **increasing structural damage to their homes.**
- Most homes took years to finance and build, however as a result of sinkholes, these homes are now cracking and falling apart, leaving homeowners with no homes and little to **no property value.**
- A report from the Council of Geosciences dated 1989, suggested that development in the existing area should be 'frozen' and development and investment should concentrate in more geologically favourable areas.
- The freezing of development was not carried out and consequently, **uncontrolled development** was approved by selling stands and approval of buildings plans to residents of Khutsong in **high risk areas.**

- Subsequently, a geotechnical survey undertaken in Khutsong in 1997 by the firm Intraconsult found that **90% of the township's residence** areas falls within high risk-zones 3 and 4, which are unsuitable for human settlements.
- The current interventions require that **consensus be reached** on the approach to the current situation pertaining to:
 - ~ Council decision on development approvals and building control measures.
 - ~ Decision on the current and recurring sinkholes.
 - ~ Infrastructure and continued service delivery.
 - ~ Proposed intervention options for a coordinated approach.
- The longer the problem persists, the local authority is faced with ever increasing maintenance costs as well as the loss of confidence and investment potential in their region area.
- Furthermore, **continued occupation** of this area raises issues of liability for the state, particularly the local authority, considering that it has been aware of this problem and the dangers that these poses.

Consequently to the above problems, both the National and Gauteng Department of Human Settlements and Marafong Local Municipality have tasked the HDA to develop a plan that will form the basis of intervention to resolve the problem in the short to long term. The plan shall include but not be limited¹ to the following defined areas:

- Disaster declaration
- New development plan
- Relocation & resettlement plan
- IGR steering committee
- Declaration of PHDA
- Geological & human risk profiling
- Household profiling
- Land reutilisation plan
- Stakeholder engagement plan
- Reporting framework

While the HDA is currently undertaking the above steps to address the problem, it is also required to develop a programme implementation plan that will consolidate and integrated all workstreams and activities to form the basis of intervention in Khutsong. To this this end, the HDA has developed a draft Implementation Plan. This draft plan incomplete and needs to be

¹ The HDA has determined further areas that need to be incorporated into the intervention.

completed. It is within this context that the HDA seeks the expertise of built environment professionals to review and develop to finality the current draft Implementation Plan.

3. Objectives and Scope of Works

- The HDA aims to obtain the services of a suitable expertise to review, develop and finalize the existing draft and incomplete implementation plan as follows:
 - Review existing draft and incomplete implementation plan
 - Identify the gaps in the existing plan and incorporate them into the programme implementation plan
 - Develop and finalize the implementation plan based on the existing data/information that is available and obtainable from the HDA
 - The implementation plan is expected to contain the following broad contents:
 - Historical background
 - Current trends and analysis/Status quo analysis
 - Implementation scenarios and options
 - Financial implications and costing over MTSF
- In order to assist the potential service provider wishing to submit the proposals, the following information is recorded:
 - The successful service provider is **not** expected to source any data/information (all the material data is available or will be availed on request or appointment)
 - The successful service provider will be provided with access to all information from existing services providers that have already been appointed to execute any of the workstreams currently in existence i.e. geological profiling and enumerations.
 - The successful service provider is expected to review, identify the gaps and develop the final implementation plan that will ensure that all the components of the proposed interventions is coherent and provide clear processes and implementation roadmap (the existing draft and incomplete implementation plan will be furnished on request)
 - The successful service provider shall demonstrate capacity and in-depth understanding of complexities, system thinking and programme management challenges in multiple stakeholder environment within the human settlements sector.

4. Methodology and Work-plan

- 4.1. In order to ensure coherence, this project shall be managed by a single entity.
- 4.2. The project plan and methodology must clearly outline and define the process plan of executing the project;
- 4.3. The service provider must outline the project plan, extent and the costs associated with the activities or tasks/personnel;
- 4.4. The service provider shall provide a workable and practical work-plan for project execution;

5. Required Expertise

The following skills and experience are required for this project:

- 5.1. Strong and demonstrable experience in human settlements implementation and policy
- 5.2. Strong and demonstrable experience in existing policy contribution at national level
- 5.3. Strong and demonstrable experience in human settlements interventions, programme planning, development and implementation support
- 5.4. Mixture of both engineering and urban planning expertise i.e. programme design and planning
- 5.5. Expertise in programme and project costing of public infrastructure in planning and implementation

6. Reporting

The HDA shall provide a technical expertise (Project Leader) to oversee the interface with itself and successful service provider.

Ownership and publication of deliverables – The HDA will become the owner of all data collected, reports, unique indicators tailored for use by the HDA, furnished and/or compiled by the service provider during the course of and for the purposes of executing the agreement. To the extent that copyright in any intellectual property compiled by the service provider during the course of and for purposes of the agreement vests with the service provider, such copyright will become the property of the HDA, unless otherwise agreed by the HDA in writing.

Confidentiality - information gathered and data used by the service provider shall remain confidential.

7. Duration of the Project

- The project is expected to take 4 weeks

8. Evaluation Process

- 8.1. In order to facilitate a transparent selection process that allows equal opportunity to all production companies, the HDA has a policy for the appointment of consultants that will be adhered to. Proposals will be evaluated in terms of the prevailing supply chain policy applicable to the HDA and it should be noted that proposals will be assessed using the 80: 20 formula for Price and B-BBEE as per the PPPFA.

CRITERIA	SUB-CRITERIA	WEIGHTING/ POINTS
Company profile and individual team members (CVs) and their experience	<ul style="list-style-type: none"> • Qualifications in: <ul style="list-style-type: none"> ○ Development planning/Town Planning with SACPLAN registration as professional planner (10) ○ Civil engineering with registration as professional engineer with ECSA (10) 	20
	<ul style="list-style-type: none"> • Company profile with relevant experience in: <ul style="list-style-type: none"> ○ Human settlements programme planning and management (2) ○ Human settlements programme implementation support (3) ○ Development of human settlements programme implementation plans (5) 	10
	<p>Previous work in:</p> <ul style="list-style-type: none"> • Development of human settlements programme implementation plans, support and costing (15) <ul style="list-style-type: none"> ○ 1x appointment letter=5 ○ 2x appointment letters=10 ○ 3x appointment letters=15 • Experience in housing policy and review (10) <ul style="list-style-type: none"> ○ 1x appointment letter=3 ○ 2x appointment letters=3 ○ 3x appointment letters=4 • Experience in programme implementation planning and support of human settlements projects (15) <ul style="list-style-type: none"> ○ 1x appointment letter=5 ○ 2x appointment letters=10 ○ 3x appointment letters=15 ○ • Human settlements strategy development (10) <ul style="list-style-type: none"> ○ 1x appointment letter=3 ○ 2x appointment letters=3 ○ 3x appointment letters=4 	50
Approach and methodology	<ul style="list-style-type: none"> • Methodology, and clear understanding of the structure and flow of the plan and its rationale thereof (10) • Demonstrable capacity to link the methodology with the problem, processes and proposed solutions and cost implications (10) 	20
Total		100

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

Table 1 – 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
TOTAL		100

The HDA proposal will be evaluated as per PPPFA regulations.

9. Terms and Conditions

The HDA undertakes to pay in full within thirty (30) days of all valid claims for work done to its satisfaction and upon presentation of a substantiated claim/invoice.

No payment will be made where there is outstanding information/work by the service provider/s.

10. Submission of proposals

Proposal should be submitted in a sealed envelope clearly marked “Review and finalisation of Programme Implementation Plan: Khutsong Sinkhole Intervention **RFP/JHB/2020/011**” and deposited in a tender box on or before the **14th of October 2020**, not later than **12H00** to the following address:

Attention: Supply Chain Management
Block A, Riviera Office Park
6-10 Riviera Road
Killarney, Johannesburg

10.1. Further information regarding supply chain matters and any other project related queries can be send via email to: Nqobile.mkhwanazi@thehda.co.za Tel: 011 544 1000

Proposals must be accompanied by:

- A company profile
- CSD registration report (Registration with the National Treasury **Central Supplier Database**, 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. Under compliance checklist.
- Valid and Original or Certified B-BBEE Status Level Verification
- Certificates issued by the following agencies SANAS, IRBA or CCA.
- Proposal / Quotation

Failure to submit all required documents will lead to disqualification of the tender

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 consultant.