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REQUEST FOR PROPOSALS

**HUMAN SETTLEMENTS SPATIAL TRANSFORMATION PLAN
FOR TOWN MUNICIPALITY**

THABA CHWEU LOCAL MUNICIPALITY

EHLANZENI DISTRICT MUNICIPALITY

MPUMALANGA PROVINCE

RFP/MP/2017/001

PROPOSALS TO BE SUBMITTED BY

NOT LATER THAN

12H00 FRIDAY , 09 JUNE 2017

HUMAN SETTLEMENTS SPATIAL TRANSFORMATION PLAN FOR THABA CHWEU LOCAL MUNICIPALITY, BOJANALA DISTRICT IN THE NORTH WEST PROVINCE

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 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 has been appointed by the National Department of Human Settlements to assist with the Human Settlements component of the National Mining Towns Intervention. 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. Currently, the intervention has focused on fast-tracking and supporting existing human settlement projects in the mining town areas. The human settlement planning and project pipeline development work however needs to shift towards spatial transformation planning going forward to ensure the necessary impact and transformation in the mining towns and ensuring the creation of integrated sustainable human settlements.

This spatial transformation planning needs to be informed by existing planning work, research, documents and information available and/or underway available. In addition to this, the HDA has the following distinct but complementary programmes that need to be part of the Transformation Work:

- 1.1. Informal Settlement Upgrading Programme (ISU)
- 1.2. Catalytic Projects

It is well known that there are various sectors in government, including private sector who are currently planning and implementing various programmes with implications and impact on human settlement landscape in the mining towns. Regrettably these programmes have not been fully synthesized and coordinated to measure their resultant impact on the ground. Further to this is the divergent direction between state and private sector investments, with little opportunity to leverage into each other's potential and opportunities.

It is important that the Spatial Transformation Plan for the Thaba Chweu Local Municipality takes cognisance of all the mining activities in the municipality. A map has been created to identify the defined study area for this purpose (Please refer to Annexure A).

2. Objectives of the Project

The HDA aims that the mining Transformation Plan will:

3. Scope and Deliverables

See Annexure B

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 in the project plan, extent and the costs associated with the activities or tasks;
- 4.4. The service provider shall provide a workable and practical work-plan for project implementation;

5. Required Expertise

The following skills and experience are required for this project work:

- 5.1. Urban Planning and Urban Design knowledge and experience
- 5.2. Town Planning knowledge and expertise
- 5.3. Human settlement planning policy knowledge and expertise
- 5.4. Development Planning Policy and expertise (i.e. Informal settlements)

6. Reporting and Consultations

The HDA will set-up an oversight committee consisting of key HDA staff for the project. The project will be managed by a project manager assigned to the project from within the HDA.

The successful service provider shall:

- 6.1. Conduct consultation with the relevant stakeholders in a structured manner whereupon record of consultation shall be made available, especially with the existing mining companies in the area;
- 6.2. Conduct a presentations outlining and summarizing main components on each of the phases detailing the outcomes with relevant stakeholders-some consultations and feedback reporting shall be conducted in the municipal area concerned;
- 6.2. Furnish the HDA with the final reports as follows:
 - 6.2.1. Three copies of the printed and wire ring binding of the full documents in A4 or A3 format – the compilation graphics and maps may be provided in the same paper size of the main documents ; and
 - 6.2.2. Three CDS containing high resolution versions of the report in source document format as well as pdf;

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. Data Quality

In accordance with the relevant standards and procedures for professional practice, and contracted scope of work, the professional service provider will submit the work as outlined above and in format that is possible to calibrate and manipulate with other GIS related tools and CAD softwares (DWG/DXF/Shape Files). All the material data which affects the site shall be accurately measured and geo-referenced and projected in the appropriate survey system. No inferior, inaccurate or incompatible data will be accepted by the HDA. A clear interpretation and analysis of all the material issues pertaining to scope of works is required.

8. Duration of the project

It is anticipated that the project will take a maximum of 3 months to complete.

9. Evaluation Process

9.1. 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.

9.2. 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

Functionality

| CRITERIA | SUB-CRITERIA | WEIGHTING/ POINTS |
|---|--|----------------------|
| Company profile and individual team members (CVs) | <ul style="list-style-type: none"> Qualifications, professional registration of an Town Planner/Urban Designer, capacity, level of experience and knowledge | 40 |
| | Previous work in: <ul style="list-style-type: none"> Urban design Town Planning Planning framework Mining towns NUSP | 30 |
| Approach and methodology | <ul style="list-style-type: none"> Methodology, time frames for delivery and clear understanding of information to be collected and the rationale thereof | 30 |
| Total | | 100 |

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 |
| Total | | 100 |

10. Terms and Conditions

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

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

11. Submission of proposals

Proposal should be submitted in a sealed envelope clearly marked "**Human settlements spatial transformation plan for town municipality Thaba Chweu Local municipality Ehlanzeni District Municipality Mpumalanga Province: RFP/MP/2017/ 001**" and deposited in a tender box on or before the **09 June 2017**, not later than **12H00** to the following address:

**Attention: Procurement Specialist
Block A, Riviera Office Park
6-10 Riviera Road
Killarney, Johannesburg**

- 11.1. Further information regarding technical matters can be sent via email to: Thiathu.manenzhe@thehda.co.za or Carla.robb@thehda.co.za Tel: 011 544 1000
- 11.2. Further information regarding supply chain matters and queries can be send via email to: Ephraim.Mathiba@thehda.co.za or Tel: 011 544 1000

Proposals must be accompanied by:

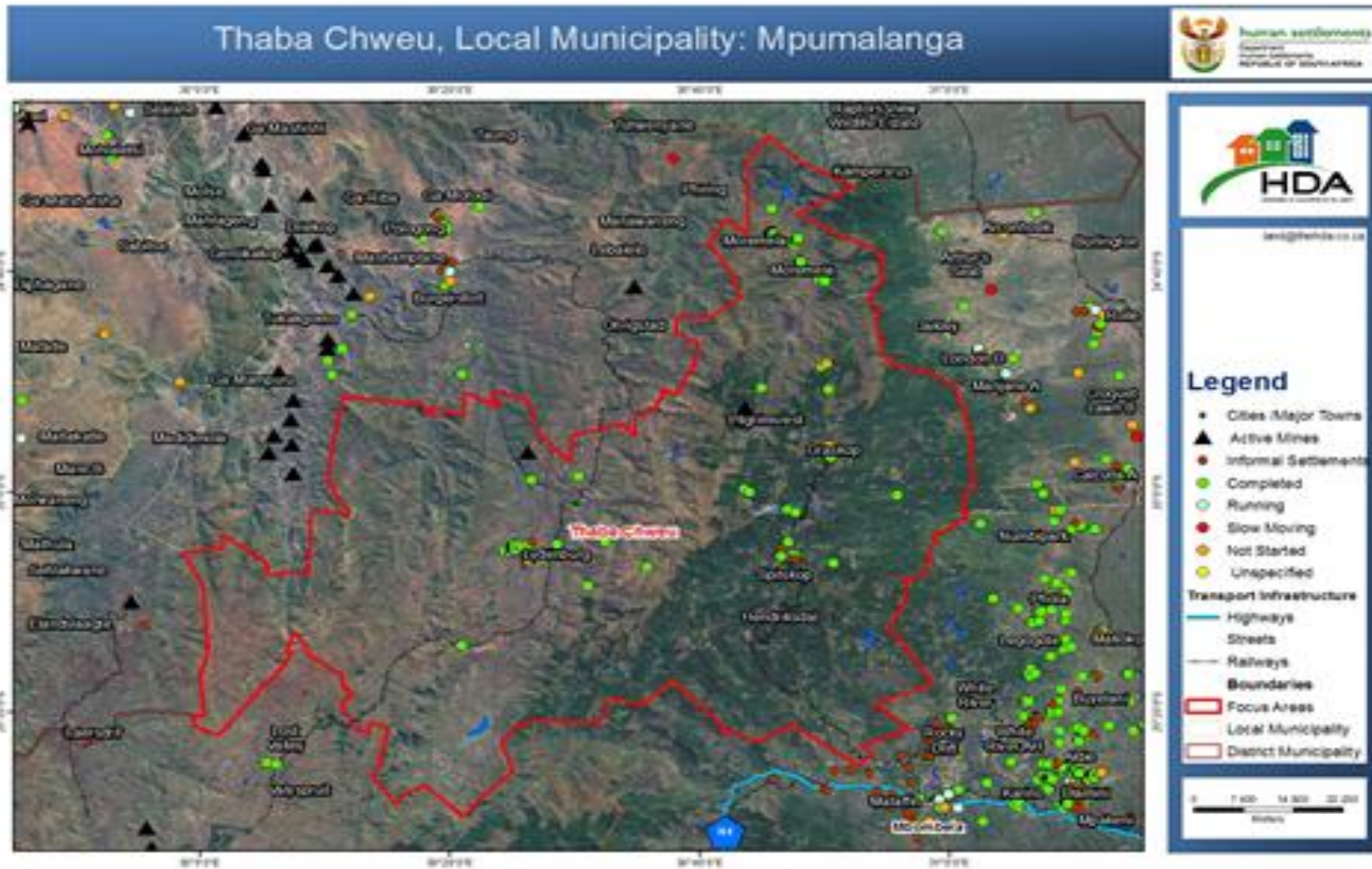
- A company profile

- 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 verified by Verification Agency accredited by the South African Accreditation System (SANAS) or a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA) or an Accounting Officer as contemplated in the Close Corporation Act (CCA) / Valid Sworn Affidavit Certified by Commissioner of Oath. A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their original or certified consolidated B-BBEE certificate**
- 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.

ANNEXURE A: MAP OF DEFINED STUDY AREA



SCOPE OF WORKS & DELIVERABLES
Mining Towns Spatial Transformation Plan: Thaba Chweu Local Municipality

HDA REQUIREMENTS

The HDA wishes to appoint consultants that have adequate capacity and suitable experience to undertake the work described below.

1. Project Definition

Development of the Spatial Transformation Plan. The Spatial Transformation is broadly understood to take cognisance and deliver of the three important pillars i.e. Land use, zoning and Spatial Character, Project pipeline and role playing (state and private sector) The final product should deliver a robust model that answer these questions

- 1.1. **What:** Project pipeline;
- 1.2. **Where:** Land use character, zoning regime and spatial planning policy regime in the area;
- 1.3. **Who:** The role of private sector and state in the area for project implementation (through consultation with operating mining companies in the area)-mobilisation of private sector commitment to specific projects;

2. Overall Objective Analysis

- 2.1. Provide a broad but tailored analysis and contextualization of mining town's human settlement challenges;
- 2.2. Provide an overall human settlement framework for public sector response in the mining towns, and further provide opportunity for private sector involvement and partnerships through various sub-programmes linked to mining towns (i.e. Catalytic projects, ISU)
- 2.3. Provide an implementation framework based on emerging issues and priorities for the entire study area boundary and develop a model as described in 1 above.

3. Affected Areas

The development of the Spatial Transformation Plan is to focus on specific and significant nodes within the municipal areas, whose character, development and or decline is largely influenced by and linked to the mining activity in the area. These nodes have different characters i.e. at forming stage or fully developed and in other instances in decline as direct link to the mining activity in the area.

4. Broad Expected Output Areas

In terms of the overall mining towns strategy and the required interventions, the Transformation Plan for Thaba Chweu Local

Municipality which should address deliver a project pipeline taking care of:

- 4.1. Human settlements delivery pipeline;
- 4.2. Infrastructure needs and capacity;
- 4.3. Land Identification pipeline
- 4.4. Affordable ownership and rental both in the formal proclaimed towns and surrounding areas;

5. Contextual, Locational and Policy Analysis

Contextual and Local Analysis

- 5.1. Status quo context and analysis of the entire study area;
- 5.2. Catalytic elements giving rise to the spatial form of the area (i.e. mining operations, informal settlements etc.);
- 5.3. Overall review of the existing form and its challenges/opportunities for coordinated development approach for the area;
- 5.4. Land ownership analysis and influence on human settlement value-chain;

Policy Analysis

This section analysis the key policy considerations through national, regional and local development mandate. Moreover, because of the area's location and proximity to Gauteng Province, care should be taken to contextualise the internal and external development trends and influences of the overall region and development impact across the shared border. Focus should be given to, but not limited to the following policy perspectives:

- 5.5. National Development Plan
- 5.6. Master Spatial Plan
- 5.7. Mining Towns Strategy and the Diagnostic report
- 5.8. Provincial Growth and Development Strategy
- 5.9. Provincial Spatial Development Framework
- 5.10. Provincial multiyear housing plan and business plan
- 5.11. Bojanala District-wide plan
- 5.12. Municipal Integrated Development (IDP)
- 5.13. Municipal Spatial Development Framework
- 5.14. Precinct Plans
- 5.15. All other sector plans including but not limited to Transportation plan, Strategic Environmental Assessment, Housing Sector Plan, Mining Charter, Social and Labour Plans etc.
- 5.16. The broad synopsis of human settlement challenge in the study area with the overall cognizance to other contributing drivers (i.e. labour market, migration, housing policy instruments)

6. Options analysis

A matrix of key/major possible outcomes measured against the broad principles of functional human settlements. It is accepted that certain trade-offs are made at this stage with the view to obtain a broadly representative and efficient environment. The trade-offs should therefore demonstrate the following principles:

- 6.1. Legislative compliance
- 6.2. Functionality, efficiency and scale
- 6.3. Health and safety considerations
- 6.4. Convenience, complexity and vibrancy
- 6.5. Overall morphology and aesthetical consideration
- 6.6. Natural systems
- 6.7. Consolidation and support for well-located settlement
- 6.8. Creation of and access to opportunities
- 6.9. Movement and permeability
- 6.10. Distinctive precincts approach and connectivity as a whole where possible
- 6.11. Spatial, social and economic integration;
- 6.12. Support social infrastructure and services
- 6.13. Ensure alignment with the other existing spatial transformation plans in the immediate neighboring municipalities;

7. Project Development Pipelines

The project development pipeline shall be developed in such a manner that it creates a platform for a development of project business and implementation plan for mining towns programme. The pipelines should be broadly integrated in nature and plans for these should be transformed into GIS format in order to be calibrated into the HDA's GIS database/portal. Overall high level development concept depicting spatial location and impacts of the implementation priority framework (It is anticipated that the area can be broken into sections and or phases in order to provide a more localized scale plan outlining priorities);

- 7.1. Analysis of the major drivers for the successful implementation of the plans
- 7.2. Informal Settlement Upgrade (Existing HDA/NUSP Pipeline);
- 7.3. Upgrading of Backyard Dwellings;
- 7.4. Basic Services provision, particularly in traditional areas;
- 7.5. Land Identification pipeline; (Existing pipeline across the HDA, Province and Local Municipality)
- 7.6. Affordable ownership and rental both in the formal proclaimed towns and surrounding areas (proposed and suitable areas for this housing supply side and critical role of the private sector);