

## SCOPE OR WORK

### 14. Scope of Work

#### REQUIREMENTS

The contract entails hiring and servicing of chemical toilets on an as and when required basis at various settlements within the City of Johannesburg during the full period of the contract.

#### 1. SPECIFICATION

##### 1.1. Chemical Toilets

- The body of the portable latrine unit shall be strong and durable and be made of either fibre glass, polyethylene, or similar.
- The toilet seat and flap of the unit shall be either plastic, chipboard or similar.
- The removable drum if required shall be a steel drum with sealed lid in accordance with the manufacturer of the unit.
- All units shall be provided with two solid plastic skids (or similar material) or must have built-in skids under the body of the unit. if the unit has skids, then they shall be at least the same as the length of the base of the units.
- All units shall be of sound construction and any elements which have suffered any damage during manufacture or transport and handling (e.g., cracks or split corners), and elements that are warped or poorly formed may not be used and shall be removed from site.
- The units to be supplied by the service provider shall comply with the following requirements: -
  - Height not less than 2000mm
  - Width not less than 900mm
  - Depth not less than 1000mm
  - Capacity fixed tank not less than 200litres
  - Capacity removable tank (where applicable)
  - Each toilet shall have adequate ventilation through gauzed openings, a locking mechanism that can be operated from the inside. It is the responsibility of the contractor to ensure that the toilet doors can be safely closed from the outside. No padlocks are allowed.
  - A visible company's identification on the outside stating a company's telephone number.
  - Each toilet shall have a unique identification number outside for easy of reference and for inspection purposes.

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### 1.2. Vacuum Tankers

1.2.1. Desludging trucks supplied by the tenderer must meet the requirements as follows;

- Must be roadworthy.
- Capacity: Minimum 4kl tankers and maximum 10kl tankers.
- Must be self-propelled and must have a pump fitted with a PTO (Power Take-Off) engine.
- Must have a suction hose that is between 63mm to 100mm in diameter and be able to pump efficiently 30m long and 6m deep.

1.2.2 Vacuum tankers will be required to work predominantly in informal settlements, and it is the responsibility of the service provider to familiarize himself/herself with the environment at these locations.

1.2.3 All vacuum tanker must have sufficient fuel to operate during each full working day. Fuel will not be provided to the Contractor by Johannesburg Water.

### 2. **GENERAL REQUIREMENTS:**

- 2.1. JW reserves the right to arrange alternative servicing of any latrine unit which the contractor has failed to service within the time stipulated on the Tender Form. All additional costs will be for the Contractor's account. Furthermore, if the appointed bidder is failing to supply, JW reserve the right to check other bidders that are appointed on the other regions if they can be able to supply the required toilets
- 2.2. Servicing must include the pumping out and disposal of the contents as well as maintaining the units in a clean and sanitary state, to the satisfaction of 'JW's representative. This will include the disinfection and cleaning of the (external) area around the chemical toilet, on a distance of 1m from all corners of the toilet.
- 2.3. All Health Regulations must be strictly complied with.
- 2.4. Disposal of the contents must take place at one of the 'JW' Wastewater Treatment Plants or other designated points, and a certificate of safe disposal must be submitted. The information to reflect on the disposal certificate may be obtained from the Regional Manager. The disposal certificates must be submitted to the Regional Manager prior to the commencement of work for approval.
- 2.5. One sample of the units shall be submitted to JW before commencing with the contract and this sample when approved by JW will form the quality norm for the contract.
- 2.6. The appointed service provider per region on an "as and when required basis" will be required supply, deliver and service chemical toilets for the services considered as ad-hoc services or emergency or short-term services. These services are rendered mainly when chemical toilets are required for a short period of time, such as at events or when toilets are required in an area for a limited period.
- 2.7 The appointed service provider will be required to supply, deliver, and service the disabled portable toilet to meet needs of physically impaired persons where required within the region. The chemical toilet required for the disabled must have the wide

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entrance door and obstacle-free access designed to allow the passage of a wheelchair. Internally, so that the user can quite easily move in total safety. It must have the presence of grab rails on the walls and a floor in special non-slip material enabling full 360° mobility and easy seating. The Portable Toilet must be built in anti-UV stabilized polyethylene (PE) and is 100% recyclable.

### **EMPLOYMENT OF PERSONNEL**

The service provider must ensure that all persons employed by him in the execution of this contract are lawfully employed.

All operators and drivers must be licensed in terms of the Road Traffic Act. No 93 of 1996 and regulations as amended.

The service provider must employ local community personnel as cleaners to clean the toilets after being serviced.

### **BREAKDOWNS**

Breakdowns or delays shall be reported to the Regional Manager or his authorized representative by the service provider's by means of cell phone and confirmed by email. The Regional Manager will render assistance in conveying these reports, but the onus of reporting breakdowns or delays to the service provider rests with the service provider's operator.

The service provider is also expected to supply replacement vacuum tankers in the event of breakdowns that cannot be repaired within 24 (twenty-four) hours.

During a breakdown, the service provider will be required to provide a replacement vacuum tanker timeframe, which must be adhered to.

JW reserves the right to arrange alternative vacuum tanker from other service providers appointed in the other regions to service the chemical toilets which the contractor has failed to service within the time stipulated on the Tender Form. All additional costs will be for the Contractor's account.

### **INSPECTION AND IDENTIFICATION OF PORTABLE LATRINE UNIT AND VACUUM TANKER**

All items accepted on the contract will be inspected by the Regional Manager when delivered to the site for the first time. The unit will be checked to ensure that it complies in all respects with JW's requirements as detailed in the tender documents.

The service provider shall supply JW with a complete list of all his company fleet numbers, for vehicles accepted on the Contract. All work dockets must have the company fleet number of the particular item of plant entered thereon.

Any vacuum tanker found by the Regional Manager to be unsuitable, shall be removed immediately by the service provider. The penalty may be imposed until a suitable replacement is provided.

### **DRIVERS**

The service provider's drivers must carry out faithfully, efficiently and with due diligence all operations according to the instructions of the Regional Manager.

Only licensed drivers with PrDP may be employed and upon the written request of the Regional

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Manager, any operator found to be unsuitable must be replaced immediately.

The service provider's drivers will be assigned a locality in which they will be required to service the toilets within the community. Every effort in supporting safety must be exercised as many of the roads are narrow, uneven and generally in a very poor state.

Vehicles utilized shall at all times be in a roadworthy condition and any vehicle found to be in an unsuitable condition by the Regional Manager shall be removed from service and replaced within 24 hours failing which penalties as described above will become applicable.

### **DOCUMENTATION REQUIRED POST AWARD**

The following documents will be required post award and also will be requested randomly "as and when" required by the respective JW representative for inspection if compliance is still adhered to for the duration of the contract:

The Contractor will be required to fill in time sheets for each and every truck on site on that day. The timesheets are monitored by Johannesburg Water on-site coordinator and the information is submitted to Finance officers for payments.

Once the contract is in place, allocation of trucks with their registration number is captured for each depot and when the inspection is done, reference is made to the trucks that were initially approved and submitted to be on site.

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### SAFETY

The service provider must conform to all safety regulations, and that the requirements of the Occupational Health and Safety Act No 85 of 1993 are met at all times.

### ESTIMATED QUANTITIES

| Region Number | Region                      | Estimated No of Toilets | Estimated No of Vacuum Tankers |
|---------------|-----------------------------|-------------------------|--------------------------------|
| 1             | Midrand                     | 2245                    | 9                              |
| 2             | Deep South Ennerdale        | 8792                    | 36                             |
| 3             | Klipspruit / Avalon         | 5332                    | 22                             |
| 4             | Zandfontein North and South | 1319                    | 6                              |
| 5             | JHB Central / Langlaagte    | 747                     | 3                              |
| 6             | Randburg / Hamberg          | 1292                    | 6                              |
|               | <b>Total</b>                | <b>19727</b>            | <b>82</b>                      |

**Note:** The estimated number of portable latrine (chemical toilet) units required in the above-mentioned table is approximately 19 727 with the estimated vacuum tankers required to be approximately 82 in total. However, the service provider shall be bound to supply whatever quantities of the chemical toilets and vacuum tankers that JW will require on an “as and when” required basis during the period of the contract, irrespective of the extent by which the total varies from those stated estimations. Note must be taken that the requirements may or may not exceed the stated amount and the tenderer will be expected to supply the surplus required.

### LOCATION AND DELIVERY:

The chemical toilets will be required at various informal settlements within the City of Johannesburg which consist of but not limited to the sites as stated below as well as in some of JW’s Reservoirs and Towers.

- Region A: Midrand
- Region B & C: Randburg / Hamberg
- Region D: Klipspruit/Avalon
- Region E: Zandfontein North and South
- Region F: JHB CBD / Langlaagte
- Region G: Deep South -Ennerdale

### STATUTORY, REGULATORY AND OHSA REQUIREMENTS

The Service provider shall at all times during the contract, comply in all respects with the safety and other requirements of the Occupational Health and Safety Act 85 of 1993 and the regulations applicable hereunder.

The tenderers attention is drawn towards the Occupational Health and Safety Declaration form (Annexure A) – Acknowledgement of SHE Specification & Annexures which must be fully completed and submitted with the tender document.

Upon award, the successful service provider(s) will be inducted by the company’s OHS department on the requirements that will be applicable for the duration of the contract in terms of all occupational health and safety.

For the duration of the contract, monthly site inspections will be conducted by the assigned OHS representative of JW where the appointed service provider(s) will be inspected for compliance in line with the health and safety requirements as set out on the **Volume 2-Occupational Health, Safety & Environmental Specification** of the tender document and any other requirements as expected.