

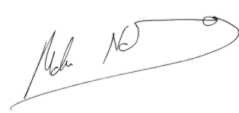
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SEE PAGE 2 FOR CONTENTS			
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NO.	SUBJECT
1	INTRODUCTION
2	BACKGROUND
3	SCOPE
4	SCOPE OF WORK ACTIVITIES
5	QUALITY MANAGEMENT SYSTEM
6	MANAGEMENT
7	OPS_DISABILITY SCOPE 2019 – GAUTENG REGION
8	MONTHLY PROGRESS REPORTS
9	RESOURCES
10	PROJECT METHODOLOGY
11	RESOURCE REQUIREMENTS
12	IMPLEMENTATION PLAN

1. INTRODUCTION

A draft of the Universal Access Specification was presented to the Disability Steering committee on 3 April 2019.

- It is anticipated that not only will there be compliance with the current National Building Regulations, but that a benchmark of excellence will be set for Eskom's properties at a national level.
- The Universal Access Specification should address both existing and future facilities, anticipating the growth of the institution as well as the expanding functional programmes within and/or around each building.
- The proposed Universal Access Specification references the SANS 10400 PART S:2011 (edition 3) as a minimum acceptable standard.
- Its formulation also encompasses the Disability Steering Committee inputs, international best practice, precedent studies, ERE lessons learned, appointed consultants' professional knowledge, and Occupational Health and Safety regulations.

2. BACKGROUND

Employees and people with disabilities have the same rights as other employees and people to access within Eskom. The rights are stated into South African legislation and Eskom policies and procedures. It is therefore unlawful to discriminate against employees and people with disabilities. Employees with disabilities must have access within Eskom that promotes their independence, opportunities and participation as Eskom employees.

Eskom is obligated to make reasonable accommodation (Adapting existing facilities to make them accessible) only to the known disability of an otherwise qualified employee. It is the responsibility of the employee to make their disability status and subsequent need for reasonable accommodation known to Eskom.

Access barrier limits or precludes the participation in the activities and functions of a workplace. They act as barriers to accessing facilities, services, events and information. Access barriers can be classified as follows:

- Barriers to physical access – includes access to buildings and facilities
- Barriers to services and events – includes meetings, workshops, breakaways

There may also be barriers to opportunities to socialise. This may in the form of inability to access the canteen, coffee area or other places where employees socialise.

3. SCOPE

The appointment of a contractor through an open tender market (RFQ), for a clustered project on all Gauteng CNC's and HUB's building facilities (North & South Zones) to provide the following service:

1. Parking
2. Pavements, walkways, corridors
3. Entrances and exists
4. Meeting room / Boardroom / Quiet booth
5. Ablutions
6. Kitchens, Pause Areas, Waiting areas, Collaboration spaces
7. Conference room and Auditoria
8. Change Rooms
9. Sick room
10. Other
11. Signage
12. Entry and Exit
13. Level Changes and Floor Surfaces
14. Doorways, Doors, Door Handles
15. Ablution Facilities
16. Work Surfaces | Workstations
17. Controls, Switches, Power Points, Lights
18. Emergency Signals
19. Security
10. Specialist Equipment

Deliverables shall include.

- a. Design
- b. Construction Supervision.
- c. As-built drawings and close-out
- d. Construction, commissioning and handover of the works based on the designs and standards.
- e. Certificate of occupation and compliance.

The contractor would need to include in his scope the incorporation of the activities to be undertaken by Eskom nominated subcontractors.

4. SCOPE OF WORKS ACTIVITIES

4.1 General

The functional regulation **S2** contained in part S of the National Building Regulations shall be deemed to be satisfied where.

- a) facilities both on the site and within the building are
 - 1) in accordance with the requirements given in this part of SANS 10400.
 - 2) the subject of a rational design or rational assessment undertaken by a competent person (Environmental access);
- b) any entrance or route used as part of an escape route in order to comply with the requirements of part T of the National Building Regulations is also accessible to persons with disabilities.

NOTE Regulation **S1** identifies the buildings to which Regulation **S2** applies.

4.2 Signage

Facilities that are included in a building specifically for use by persons with disabilities, such as wheelchair-accessible parking spaces, wheelchair-accessible toilets, and platform or stair lifts, shall be indicated by the international symbol for access and shall comply.

The international symbol shall be exhibited

- a) at the main entrance of, and at any other suitable position in, a building, and
- b) in suitable positions to indicate to persons with disabilities the route to the exit of such facilities.

The sign used to indicate facilities provided for persons with disabilities shall be the SANS 1186-1 type designation GA 22 (allocated to or accessible to wheelchairs) sign. Such signage shall comply with the requirements of SANS 1186-1 and shall have a symbol height of not less than 110 mm. Facilities that are not in accordance with the requirements of this part of SANS 10400 shall not bear the international symbol.

NOTE: 1. The symbol is the property of the International Standards Office and its use can only be sanctioned where the minimum requirements of the National Building Regulations have been complied with.

NOTE: 2. Signs should be in clear, visible and tactile format to ensure that persons with visual impairments are also fully informed. In buildings where persons with visual impairments work or live, evacuation instructions in large print and Braille should be provided, so that persons with visual impairments can familiarize themselves with escape routes.

Clear legible signs shall indicate the direction and name of an accessible facility and shall incorporate the international symbol. The height of the lettering shall not be less than 50 mm. Where the viewing distance is greater than 10 m, the height of the lettering shall be increased accordingly. All internal signage to indicate escape routes in case of total blackout shall comply with the requirements of SANS 10400-T. For demarcating parking areas for wheelchair users, signs should be not less than 2,0 m vertically above driveway level, so that the sign can be seen whilst driving a car.

Where electronic aids are installed to assist persons with hearing loss, a suitable sign shall be displayed to indicate such facilities. Any mark or sign shall comply with the relevant requirements of SANS 1186-1.

4.3 Parking

For employee parking, at least one parking space shall be accessible for persons with disabilities.

In addition to the requirement of 4.3.1, where provision has been made within a building, or on the site on which such building is erected, for the parking of more than 50 motor vehicles,

- a) at least one parking space per 25 parking spaces (or part thereof) and at least 20 % of the parking spaces at rehabilitation and medical facilities shall be provided for parking of vehicles used by persons with disabilities;
- b) the parking spaces provided for vehicles used by persons with disabilities shall be of a suitable length, shall be at least of the dimensions shown in figure 2, and shall be situated on and accessed from a surface that is not steeper than 1:50;
- c) any parking space provided for vehicles used by persons with disabilities shall be located within 50 m of an accessible entrance;
- d) any parking space provided for vehicles used by persons with disabilities shall be clearly demarcated as being intended for the use of persons with disabilities only;
- e) entry and routing to any parking space designated for persons with disabilities shall be provided with a clear height of at least 2,4 m and shall allow for the entry of vehicles suitable for use by wheelchair users, particularly those that have a hoist to carry the wheelchair on top of the car.

Parking spaces shall be identified by a vertical sign incorporating the international symbol for access by persons with disabilities, in accordance with 4.2. The international symbol shall also be clearly painted on the road surface (see figure 2) and it shall be 1 000 mm × 1 000 mm.

NOTE Road signs for persons with disabilities should be provided in accordance with the latest edition of *The Southern African Development Community Road Traffic Signs Manual (SADC RTSM)* published by the Department of Transport.

4.4 External and internal circulation

An accessible route shall form part of an external and internal circulation route.

NOTE The space allowances of this part of SANS 10400 should accommodate the use of self-propelled wheelchairs. The minimum dimensions might need to be increased to accommodate the full range of different types of wheelchair.

At least one accessible route shall be provided within the boundary of the site from all public transportation stops, accessible parking spaces, passenger loading zones and public streets and pavements to the accessible building entrance which they serve and the facilities inside the building. There shall be a means of access suitable for use by persons with disabilities from the outside of the building to the ground storey.

The clear width of the walking surfaces shall not be less than 900 mm (such as between bollards in parking areas, or between planters and seating) and shall not be reduced by protruding objects. If the clear width is less than 1,5 m, an accessible route shall be provided with passing spaces of 1,5 m × 1,5 m (minimum) at intervals not exceeding 5,0 m, or an intersection of two walking surfaces which provide a T-shaped space. Each accessible entrance to a building shall have at least one door or doorway in accordance with the requirements. Revolving doors, revolving gates and turnstiles shall not form part of an accessible route. Pause areas, with suitable seating, shall be provided adjacent to an accessible route at intervals that do not exceed 25 m.

4.5 Floor or ground surfaces

Floor and ground surfaces form an integral part of the accessible route throughout the site, both internally and externally, as part of the continuous path of travel. They shall be stable, firm and slip resistant (see SANS 784), under wet and dry conditions.

Carpet, carpet tiles or other floor finishes shall be securely attached and level across all types of pile. Pile height of carpets shall not exceed 3 mm. Openings in the floor finish or ground surface shall not exceed 13 mm in diameter and, where the opening is elongated, the long dimension shall be placed perpendicular to the dominant direction of travel.

The vertical change in level between two floor surfaces, or at thresholds, shall have a flush finish and shall not exceed 5 mm in height. Where a surface is cambered for drainage purposes, the camber shall not exceed 1:50. Cobbles (whether fixed or loose), gravel sand and other raised or loose finishes shall not form part of an accessible route.

4.6 Doorways, doors and door handles

Doorways shall allow free access for wheelchair users. The clear opening shall be at least 750 mm when approached along a line that is perpendicular to the opening.

NOTE It is recommended that, where possible, the clear opening width should be 800 mm.

4.7 Changes in level

In trafficable areas for public use, any changes in level shall comply with the requirements of SANS 10400-D, and with the requirements given in 4.7.2 and 4.7.3. A raised kerb, not less than 75 mm high, or a skirting rail not more than 300 mm high, measured vertically above the surface, shall be provided on exposed sides of any ramp, stairway, balcony or any similar area where a change in level occurs. Where a change in level of more than 600 mm occurs, a handrail shall also be provided.

4.8 Ramps

NOTE 1 Ramps might be required for use by persons without disabilities, for example, persons pushing trolleys who require ramps as an alternative to stepped access.

NOTE 2 Ramps should only be provided where level access cannot be achieved. Where a ramp is provided, stepped access should normally accompany it for persons with ambulant disabilities who find ramps difficult to use.

Any ramp or series of ramps shall provide a safe, comfortable and convenient route for wheelchair users.

Any ramp provided in terms of this part of SANS 10400 shall

- a) have a gradient, measured along the centre line, that is not steeper than 1:12 ;
- b) have a clear, trafficable surface not less than 1 100 mm wide;
- c) have a surface in accordance with 4.5;
- d) have a landing at the top and bottom of each ramp of not less than 1,2 m in length (clear of any door swing) and of width not less than that of the ramp;
- e) comply with the requirements between landings as given in table 2 and figure 11;
- f) have a handrail on both sides of the ramp or, where the width is greater than 2,4 m, a central handrail in accordance with the requirements of 4.10 where the gradient is steeper than 1:15;
- g) where ramps in the same direction are used for a vertical rise of more than 600 mm, be staggered by the width of the ramp, in order to prevent a long straight line of ramps.

NOTE Where the total rise contemplated for a series of ramps is greater than 2 m, consideration should be given to alternative means of vertical circulation.

4.9 Stairways

Stairways shall comply with the requirements of SANS 10400-M, SANS 10400-T and the following requirements:

- a) The width of any stairway, measured to an enclosing wall or balustrade, shall be at least 900 mm;
- b) A landing that serves two flights of stairs in the same straight line shall be of length at least 1 100 mm;
- c) The rise of each tread step shall be of the same height and shall not exceed 170 mm;
- d) Solid risers shall be provided in all accessible routes;
- e) A stairway shall be provided with handrails on both sides of the stairway in accordance with the requirements of 4.10;
- f) The maximum height allowed in a flight of stairs, between landings, shall not exceed 1,530 m;
- g) The stairway shall not include any winders (as defined in SANS 10400-M);
- h) No spiral stairway shall form part of an accessible route.

4.10 Handrails

The design and construction of handrails shall be in accordance with the following:

- a) handrails shall have an elliptical gripping surface profile that is approximately 50 mm wide and 40 mm deep, or a circular profile of diameter not less than 35 mm and not more than 50 mm;
- b) the height to the top of a handrail from the nosing of the tread of the stairs or from the surfaces of a ramp shall be in the range 900 mm to 1 000 mm and shall remain consistent along the length;
- c) handrails shall be securely fixed and shall be rigid;
- d) the surface of the handrail and wall, or any other surface adjacent to them, shall be free of any sharp or abrasive elements;
- e) the clear width between a handrail and an adjacent wall shall be at least 60 mm;
- f) handrails shall extend 300 mm horizontally beyond the top and bottom of the ramp or stairway and shall return to the supporting structure or shall be finished with a positive return, and the minimum dimensions for landings on escape routes as required in SANS 10400-T shall be maintained;

4.11 Lifts

Lifts include passenger lifts and through-floor lifts, where

- a) passenger lifts serve all the storeys of the building that can be accessed by the stairway, and
- b) through-floor lifts may be used to serve a partial storey (see SANS 10400-A) of area greater than 100 m².

NOTE A through-floor lift can be used in small buildings, as an alternative to a passenger lift.

Passenger lifts shall

- a) have a minimum internal dimension of 1,1 m in width and 1,4 m in depth, clear of surface finishes;
- b) have a doorway with an unobstructed width of not less than 800 mm;
- c) be fitted with horizontal handrails the full length of the lift car sides at a height of between 850 mm and 1 000 mm above the floor level of the lift;

- d) have a mirror on the top half of the rear wall equal to the width of the lift to enable wheelchair users to back out of the lift where the lift has internal dimensions less than 1,5 m in width and 2,0 m in depth;
- e) have a clear circulation space of not less than 1,5 m x 1,5 m at the entrance of the lift on each floor;
- f) have audible and visible warnings in the lift lobby and lift car to indicate the lift car approaching, the arrival of the lift, the lift doors opening, the lift doors closing, the floor requested and at which floor the lift stops;
- g) have control buttons, including emergency control buttons, that are in accordance with 4.14;
- h) have illuminance on the control panel that is not less than 150 lx;
- i) stop level with the landing on each floor that they serve.

NOTE 1: The provision of the number and size of lifts should take into account the number of persons (persons with disabilities and persons without disabilities) using the site, complex or building. In buildings with large building user numbers and flow, the size and number of lifts should reflect the fact that a wheelchair user needs to be able to turn when entering or exiting the lift.

NOTE 2: Wheelchair users should not have to travel further than non-wheelchair users to find a means of vertical circulation accessible to them, and they should not have to cross roads or endanger their safety to reach such means.

NOTE 3: To aid persons with visual impairments to operate automatic lifts, tactile identification, both raised numbers on buttons, in contrasting light and dark colours, and Braille lettering adjacent to the number, should be provided at the control panel within the lift car and external to it.

4.12 Toilet facilities

In any building where facilities for persons with disabilities are required in terms of Regulation **S1**

, there shall be one or more toilets or unisex toilet facilities suitable for use by wheelchair users, provided that

- a) In any building requiring toilet facilities to which part S of the Regulations applies, the first toilet provided shall be a unisex toilet facility, for use by persons with and without disabilities, preferably in accordance with the details ARE shown.
- b) In any building of occupancy class H1 where
 - 1) bedrooms are provided with private toilet facilities, at least one such bedroom in every 25 (or part thereof) shall be provided with a toilet, washbasin and bath or shower accessible to persons with disabilities; and
 - 2) bedrooms are not provided with private toilet facilities, on each floor, at least one bathroom for every 25 bedrooms shall be provided with a toilet and a washbasin accessible to persons with disabilities, and at least one bathroom shall be provided with a bath or shower accessible to persons with disabilities, regardless of the number of bedrooms in the hotel, lodging house, hostel or hospitality accommodation.
- c) In any building other than buildings of occupancy class H1, where in terms of SANS 10400-P, a toilet is required, not fewer than one toilet accessible to persons with disabilities shall be provided within every group of toilets provided.
- d) Persons with disabilities shall not be required to travel further than persons without disabilities to get to a toilet that is accessible to them.
- e) Persons with disabilities shall not be required to travel a distance of more than 45 m on the same floor, or 25 m where horizontal and vertical distances are combined, in order to reach a toilet accessible to them, regardless of the number of toilets available to persons without disabilities.

4.13 Auditoriums, grandstands and halls

Where any building contains one or more auditoriums or halls fitted with fixed seating, floor space accessible to any person in a wheelchair shall be set aside for the accommodation of wheelchairs in such auditoriums or halls. Such space shall

- a) be situated adjacent, or in close proximity, to an exit door and shall be so arranged that a wheelchair will not obstruct any aisle or exit door, and.
- b) be of a size sufficient to accommodate
 - 1) a minimum of one wheelchair where the number of fixed seats for which the auditorium or hall is designed is not more than 50,
 - 2) a minimum of two wheelchairs where the number of fixed seats for which the auditorium or hall is designed is more than 50 but not more than 400, and
 - 3) a minimum of three wheelchairs or a number of wheelchairs equal to 0,5 % of the number of fixed seats for which the auditorium or hall is designed, whichever is the greater, where such number of fixed seats is more than 400.

4.14 Controls, switches and power points

All security controls and light switches shall be horizontally aligned with door handles and other fixtures and fittings (other than socket outlets) between 900 mm and 1,2 m above the finished floor level,

NOTE 1 The recommended height is 1 000 mm.

NOTE 2 For persons with visual or dexterity impairments, rocker action, or push-pad switches that operate in the vertical plane are preferable as long as they are easy to use. Push buttons of light switches should project clear of the switch plate and have a width of at least 15 mm.

4.15 Warning signals

All emergency warning signals, including those in mechanical circulation installations, shall be both audible and visible.

NOTE 1 Emergency warning signals include smoke detection, fire alarms and evacuation signals.

4.16 Lighting

The minimum illumination levels of lighting shall comply with the requirements of SANS 10400-O and SANS 10389-1.

NOTE-1: Many persons with disabilities, especially elderly persons and persons with visual impairments, require higher levels of artificial lighting and reduced glare. Persons with hearing impairments might also require a higher level of illumination to facilitate lip-reading. Lighting controlled by passive infrared sensors shall be provided in external circulation areas, internal circulation areas, and bathrooms, where these facilities are used after dark. Where passive infrared sensors cannot be provided, night lights shall be provided.

NOTE-2: Contrasting light and dark colours and levels of luminance should be used to assist persons with visual and intellectual impairments

5. QUALITY MANAGEMENT SYSTEM

The Contractor shall be required to provide or maintain a quality management plan, which must be approved by Eskom

6. MANAGEMENT

The contractor is advised that the employer considers it essential that for a project of this scale the contractor shall provide and maintain a high level of skilled management organization and resources (justified by CV's), to ensure the successful and timely completion of the contract. Crucial information is to be provided by the snr supervisor tech facilities and project manager at tender stage (tender clarification/briefing meeting) and this shall be deemed to define the contractor's intentions in this respect. It is a requirement that the contractor submits all technical requirements documents as specified by procurement strategy document under technical criteria.

7. OPS_DISABILITY SCOPE 2019 – GAUTENG REGION

The following list of Eskom facilities which had been audited as per the Disability Access self-audit tool, which was Prepared by: Health and Wellness department, Last updated: January 2015.

Site	Accessible parking required	Ensure continuous accessible path from parking to entrance	Ensure external stairs comply with requirements	Improve external signage	Improve reception	Ensure accessible toilet is present	% Completed
President Building	Yes	Yes	Yes	No	Yes	Yes	50%
Princess CNC	Yes	Yes	No	Yes	Yes	Yes	50%
Braamfischer CNC	No	Yes	Yes	Yes	No	Yes	50%
Randfontein CNC	Yes	Yes	Yes	Yes	Yes	Yes	58%
Taunus CNC	Yes	Yes	No	Yes	No	Yes	42%
Libanon CNC	Yes	Yes	Yes	Yes	Yes	Yes	58%
Robinson CNC	Yes	No	No	No	No	No	8%
Rosherville Warehouse	Yes	Yes	Yes	Yes	Yes	Yes	58%
Rosherville ERE	Yes	Yes	Yes	Yes	Yes	No	42%
Limbrow Park	Yes	Yes	Yes	Yes	Yes	Yes	58%
Magalies CNC	No	Yes	No	No	Yes	No	25%
Mnandi and Lanseria CNC	Yes	Yes	No	No	No	Yes	25%
Northrand CNC and Hub	Yes	Yes	Yes	Yes	Yes	Yes	58%
Gamaphuteng Hub	Yes	Yes	Yes	Yes	Yes	Yes	58%
Vosloorus and Zonkezizwe CNC's	Yes	Yes	Yes	Yes	Yes	Yes	58%
Fourways CNC	Yes	Yes	Yes	Yes	Yes	Yes	58%
Morningside CNC and Hub	Yes	Yes	Yes	Yes	Yes	Yes	58%
Meyerton CNC and Hub	Yes	Yes	No	Yes	Yes	Yes	50%
Sebokeng CNC and Hub	Yes	Yes	Yes	Yes	Yes	Yes	58%
Palmsprings CNC and Hub	Yes	Yes	Yes	Yes	Yes	Yes	58%
Rigi North CNC and Hub	Yes	Yes	Yes	Yes	Yes	Yes	58%
Klipspruit and Zola CNC's	Yes	Yes	Yes	Yes	Yes	Yes	58%
Diepkloof Hub	Yes	Yes	Yes	Yes	Yes	Yes	58%
Mapetla Hub	Yes	Yes	Yes	Yes	Yes	Yes	58%
Zola Hub	Yes	Yes	Yes	Yes	Yes	Yes	58%
Benoni office	Yes	Yes	Yes	Yes	Yes	Yes	58%
Petit CNC	Yes	Yes	Yes	Yes	Yes	Yes	58%
Daveyton CNC	Yes	No	Yes	Yes	Yes	Yes	42%
Etwatwa CNC	Yes	Yes	Yes	Yes	Yes	Yes	50%

Vlakfontein Live Line/ Dunnottar and Tsakane CNC's	Yes	Yes	Yes	Yes	Yes	Yes	58%
Vlakfontein Mew	Yes	Yes	Yes	Yes	Yes	Yes	50%
Vosterskroon CNC	Yes	Yes	Yes	Yes	Yes	Yes	58%
Nigel Office	Yes	Yes	Yes	Yes	Yes	Yes	58%
Katlehong CNC	Yes	Yes	Yes	Yes	Yes	Yes	58%
Stepdown CNC	Yes	Yes	Yes	Yes	Yes	Yes	50%
							50%

8. WEEKLY PROGRESS REPORTS

The weekly progress report shall be based on the weekly progress meeting by the contractor and the employer represented by the Supervisor or Snr Supervisor or delegation from the employer, the meeting shall focus on a punch list which is derived from the project scope of works as per the project schedule with an objective of tracking contractor's progress which should be driven by the following items:

1. Past week achieved progress activities.
2. Current week activities.
3. Next week target activities.
4. Commitment to project schedule.
5. Deviation and corrections to the project schedule.
6. Issues and activities adjustment.
7. Risk identification and mitigations.
8. Appraisals on achieved targets.

9. MONTHLY PROGRESS REPORTS

The contents of the report may vary from month to month depending upon the phase of the project and/or the items of management focus. However, the basic framework of the report consists of the following:

- ✓ Narrative in an executive summary format identifying progress within the reporting period.
- ✓ Status overview
- ✓ Key issues / Items of Concern and Corrective actions.
- ✓ Progress curves and tabular progress reports.
- ✓ Cost and Cash flow
- ✓ Recruitment update

The monthly progress reporting cycle is based on a month end "cut-off".

10. RESOURCES

The contractor shall provide adequate resources to execute the work, relevant to the scope of work.

11. PROJECT METHODOLOGY

The Contractor shall submit a detailed proposal outlining methodologies of how he intends executing the work.

12. RESOURCE REQUIREMENTS

The Contractor shall ensure that highly skilled personnel (as defined in their submitted and accepted CV's) are dedicated to the project, in line to the approved Technical evaluation strategy

13. IMPLEMENTATION PLAN

The Contractor is required to submit a detailed implementation plan.