



Camps Bay  
City Improvement District

## **Expression Of Interest (EOI) request for the supply of services to the proposed Camps Bay City Improvement District (CBCID)**

### **Introduction**

The Steering Committee (SC) of the proposed CBCID invites EOI submissions from qualified and experienced service providers in the following areas. Applicants wishing to provide services in multiple areas may do so in a single submission.

1. Public Safety
2. Cleansing and Waste Removal
3. Recycling Collection
4. Environmental Development and Urban Maintenance
5. Social Development
6. Communications and Marketing
7. Systems and Software

### **Background**

On April 25, 2024 the CBCID Steering Committee's application to the City of Cape Town for the establishment of a City Improvement District (CID) in Camps Bay was approved at a meeting of Ordinary Council. Formal notification of the approval was given on 29 April, and the CBCID therefore aims to be operational on or soon after 1 July 2024.

Accordingly, the CBCID SC is proceeding to gather information in respect of potential service providers to the CID. The SC is not seeking detailed proposal documents from prospective suppliers at this stage. Detailed proposals will be invited in due course from a shortlist compiled from respondents to this EOI request.

Prospective suppliers are required to submit documentation in evidence of their suitability as set out at the end of this document. For further details of the services to be provided to the CID, please refer to relevant sections of the CBCID Business Plan at [www.campsbaycid.org](http://www.campsbaycid.org).

## Overview of Services

### 1. Public Safety

Successful applicants will work in partnership with the City of Cape Town, SAPS, local armed response companies and authorised community organisations to ensure effective public safety in Camps Bay.

Services are required 24/7/365 and will focus on the monitoring of public spaces using an appropriate combination of human and technological resources, the prevention of crime, speedy and effective response to incidents, compassionate support for victims, and coordination of information gathering for the ongoing improvement and optimisation of services.

Applicants are invited to express their interest in providing all or any combination of the following services as per the CBCID Business Plan:

- 1.1 Visible public safety officers
- 1.2 Tactical response vehicles
- 1.3 24/7 control room
- 1.4 Radio communications network
- 1.5 CCTV camera scheme design, installation and maintenance
- 1.6 CCTV camera monitoring
- 1.7 Body cameras for public safety officers
- 1.8 Any other services or technology related to public safety

### 2. Cleansing and Waste Removal

Successful applicant(s) will work in partnership with the City of Cape Town and local volunteers to ensure the cleanliness and environmental safety of Camps Bay. So as to ensure flexibility and speed, service providers will be expected to maintain a base within or very near to Camps Bay for storage of core equipment and deployment of staff.

Services will supplement the City of Cape Town's existing cleaning operations, will deploy scheduled and ad hoc resources across the suburb (including green belts) both proactively and reactively, and will at minimum include street sweeping, picking up of litter and dog faeces, cleaning of hot spots and areas surrounding illegal structures and encampments, removal of waste from public spaces (including illegally dumped), high pressure hosing, maintenance and emptying of public space bins, and cleaning up after "bin pickers" on municipal residential bin collection days. Flexible hours of service provision may be necessary in certain parts of the neighbourhood during peak summer season.

Close collaboration will be required with other departments of the CID, including job creation opportunities within the Social Development area as part of the integrated strategy detailed in the CBCID Business Plan.

### **3. Recycling Collection**

The successful applicant will supplement the City of Cape Town's existing recycling collection scheme, such that residential and commercial recycling will be collected no less frequently than once per week across all of Camps Bay.

Submissions for this service must include an overview of the processes by which collected materials will be recycled, including the environmental impacts thereof.

### **4. Environmental Development and Urban Maintenance**

These services will supplement the City of Cape Town's existing resources in two separate but related areas, namely:

- 4.1 Management and maintenance of public infrastructure and facilities, which will include fixing pathways, repairing park benches, maintaining sidewalks and park play facilities, public toilets, fencing, road signs and markings, fixing potholes, general landscaping, etc.
- 4.2 Rehabilitation, upgrading and maintenance of parks and green belts, which will require the formulation and implementation of a structured, long-term plan to address the varied requirements of the many different green spaces within the suburb (including the removal of alien vegetation, replanting of indigenous species, cutting back overgrowth for improvement of safety, reinstating historic walking paths, etc)

These services will work in close collaboration with other departments of the CID, including job creation opportunities within the Social Development area as part of the integrated strategy envisaged by the CBCID Business Plan. So as to ensure flexibility and speed, service providers will be expected to maintain a base within or very near to Camps Bay for storage of core equipment and deployment of staff.

### **5. Social Development**

There has been a marked increase in vagrancy, illegal structures and antisocial behaviour within the boundaries of the proposed CBCID. The problems are complex

and require cooperative solutions in collaboration with all CID departments and numerous government entities, as envisaged in the CBCID Business Plan.

EOIs are invited for any or all of the following:

- 5.1 Job creation and skills training, taking into account the requirements of other departments of the proposed CBCID.
- 5.2 Reintegration strategies, family reunification, documentation assistance and other support programmes as required.
- 5.3 Liaising with all relevant government entities and departments to facilitate desired outcomes.
- 5.4 Liaising with tourism entities, local businesses and the hospitality sector in general to design and implement effective responsible giving campaigns and other educational services.

## **6. Communications and Marketing**

Successful applicant(s) will ensure that the activities and achievements of the proposed CBCID are effectively and timeously communicated to a diverse audience, including but not limited to members of the CID NPC, Camps Bay property owners, business owners and residents, as well as any other relevant stakeholders, via multiple channels including social media.

## **7. Systems and Software**

Expressions Of Interest are invited for the provision of any software and systems that may be useful for the effective operation and management of a CID, including but not necessarily limited to:

- 7.1 Incident reporting and analysis, ideally including a mobile app component
- 7.2 Operations and resource management

Where relevant and appropriate, such software / systems should be able to integrate with other internal CID systems and/or City of Cape Town reporting systems.

### **Mandatory requirements for all EOI submissions**

To be considered for inclusion in the next stage of the process, all applicants must include the following with their EOI submission:

- a. Entity profile, including a brief summary of previous relevant experience, notable achievements and legal / regulatory qualifications or certifications (where relevant or necessary, e.g. PSIRA registration).
- b. Evidence of sufficient organizational depth to provide a seamless service, for example the ability to replace absent or incapacitated staff and vehicles at short notice.
- c. Overview of the service(s) that the applicant proposes to provide, including brief reference to the scope and extent thereof and list of technology (if any) that will be used to support the services.
- d. Copy of company registration documents and details of directors, or trust deed and letters of authority.
- e. Proof of public liability insurance cover.
- f. Bank letter.
- g. List of contactable references.
- h. Letter of good standing from COIDA (if applicable).
- i. Confirmation of SARS tax compliance and most recent auditors' report.
- j. Copy of standard contract(s) regarding the provision of proposed services.

### **Submission deadline**

Interested parties should submit their EOI including scans of all mandatory documents by 18:00 on 31 May 2024 by email to Martin Steinau at [connect@campsbaycid.org](mailto:connect@campsbaycid.org).

For queries please contact Martin at the above email address or on 083 628 8500.