

**MINUTES OF A SPECIAL MEETING OF THE REGIONAL ARTS AND CULTURE
FUNDING ALLOCATION SUBCOMMITTEE HELD IN THE CIVIC CENTRE,
6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY,
ON WEDNESDAY, 5 MARCH 2003
COMMENCING AT 7.06PM**

PRESENT: Councillor DA Yates, JP (Chairperson)
Ms Anna Crichton (Professional Artist {nominated annually by
Lopdell House Society})
Mr Daniel Greig (Business Sector)
Ms Jocelyn Reece (Titirangi Community Arts Council)
Ms Janet Holtrigter (Waitakere Central Community Arts Council)
Mr Te Warena Taua (Te Taumata Runanga) (from 7.25 pm)
Mrs Mihi Te Huia (Te Taumata Runanga)
Mr Taha Fasi (Pacific Islands Communities)

OBSERVER: Mayor Bob Harvey

IN ATTENDANCE: Policy Development Manager
Maori Issues Manager
Arts Project Co-ordinator
Strategic Leader
Community Assistance Administrator
Maori Liaison
Committee Secretary: A Chan

The Manager, Maori Issues, gave a formal welcome to representatives of the Arts Regional Trust.

7.25 pm Te Warena Taua entered the meeting.

1 APOLOGIES

There were no apologies.

2 CONFIRMATION OF MINUTES

329/2003

MOVED by Mrs Mihi Te Huia, seconded Mr Daniel Greig:

That the minutes of the Ordinary Meeting of the Regional Arts and Culture Funding Allocation Subcommittee held on Wednesday, 12 February 2003, as circulated, be taken as read and now confirmed.

CARRIED

3 PRESENTATION – ART REGIONAL TRUST

7.50 pm Mr Taha Fasi left the meeting.

8.03 pm Mr Taha Fasi returned to the meeting.

Dr Hinemoa Elder, Chairperson of the Art Regional Trust (ART), Sandi Morrison, another Trustee, and Riki Moeau made a presentation to the Subcommittee, addressing issues surrounding any Waitakere contribution to the Art Regional Trust, and specifically the benefits to be gained from such a contribution.

8.45 pm Te Warena Taua left the meeting.

ADJOURNMENT

330/2003

MOVED by Mrs Jocelyn Reece, seconded Mr Daniel Greig:

That the meeting stand adjourned until 8.55 pm.

CARRIED

8.50 pm The meeting adjourned.

8.59 pm The meeting reconvened. Te Warena Taua was not present.

4 UPDATE ON PREVIOUS ALLOCATION OF FUNDS

9.02 pm Mr Taha Fasi returned to the meeting.

331/2003

MOVED by Mrs Mihi Te Huia, seconded Mrs Janet Holtrigter:

That the information be received.

CARRIED

9.30 pm The Chairperson thanked members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AT AN ORDINARY MEETING OF THE
REGIONAL ARTS AND CULTURE FUNDING
ALLOCATION SUBCOMMITTEE HELD ON

DATE:.....

CHAIRPERSON:.....

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**MINUTES OF AN ORDINARY MEETING OF THE TENDERS SUBCOMMITTEE
HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN,
WAITAKERE CITY, ON FRIDAY, 7 MARCH 2003,
COMMENCING AT 9.31 AM.**

PRESENT: Councillors JM Clews, QSO, JP (Chairperson)
GB Presland (Deputy Chairperson) (from 9.34 am)
Director: City Services
Director: Corporate & Civic Services
Director: Finance
Maori Issues Manager

IN ATTENDANCE: Group Manager: Asset Management
Consultancy Services: Business Manager
EcoWater: Contracts Manager
Group Manager: Project Services
Aftercare/Special Projects
Parks Project Manager: Environmental
Parks & Green Assets: Service Manager: Parks
Parks & Green Assets: Assets & Operations Co-ordinator
City Services: Special Projects Engineer
City Services: Aftercare Engineer
Solid Waste & Refuse: Solid Waste Engineer
Principal Transport Engineer: Asset Management
Transport Assets: Transport Engineer: N Hammad
Committee Secretary: N Delamere

1 APOLOGIES

332/2003
MOVED by A Pollock, seconded W Paki:

That an apology from Harry O'Rourke for absence be received and sustained.

CARRIED

3 CONFIRMATION OF MINUTES

333/2003
MOVED by A Pollock, seconded R McLeod:

That the minutes of the Ordinary Meeting of the Tenders Subcommittee held on Friday, 21 February 2003, as circulated, be taken as read and now be confirmed.

CARRIED

9:34 Cr Presland entered meeting.

4 CONTRACT NO EW 02 668C - SWANSON ROAD STORMWATER RENEWAL

334/2003

MOVED by R McLeod, seconded Cr Presland:

1. That the information be received.
2. That the tender from Canadian Pacific Construction Limited for Contract No.EW02668C - Swanson Road Stormwater Renewal in the sum of \$241,726.95 plus \$30,215.87 GST, totalling \$271,942.82 be accepted.
3. That authority to enter into Contract No. EW02668C - Swanson Road Stormwater Renewal on behalf of Council be delegated to the Group Manager, Asset Management.

CARRIED

5 CONTRACT NO. EW02628C KASHMIR - WITHERS ROAD WASTEWATER UPGRADE

335/2003

MOVED by Cr Presland, seconded R McLeod:

1. That the information be received.
2. That the tender from Horizontal Earth Drilling Limited for Contract No. EW 02 628C, Kashmir - Withers Road Wastewater Upgrade in the sum of \$197,263.64 plus \$24,657.95 GST, totalling \$221,921.59 be accepted.
3. That authority to enter into Contract No. EW 02 628C, Kashmir - Withers Road Wastewater Upgrade on behalf of Council be delegated to the Group Manager: Asset Management.

CARRIED

6 RAMM PROFESSIONAL SERVICES 2002/2005 - CONTRACT TA 02514C

336/2003

MOVED by R McLeod, seconded Cr Presland:

1. That the information be received.
2. That the tender from Montgomery Watson Harza for Contract TA02514C - RAMM Professional Services in the sum of \$183,705.37 plus \$22,963.17 GST, totalling \$206,668.54 be accepted.
3. That the commitment to the 2003/2004 financial year for Contract TA02514C - RAMM Professional Services totalling \$ 70,000 plus GST be approved.
4. That the commitment to the 2004/2005 financial year for Contract TA02514C - RAMM Professional Services totalling \$ 80,000 plus GST be approved.
5. That authority to enter into Contract TA02514C - RAMM Professional Services on behalf of Council be delegated to Director: City Services.
6. That authority to extend Contract TA02514C - RAMM Professional Services for 12 month period to end on 30 June 2006 be delegated to Director: City Services.
7. That authority to extend Contract TA02514C - RAMM Professional Services for an additional 12 month period to end on 30 June 2007 be delegated to Director: City Services.

CARRIED

7 CONTRACT SP02504.B - CIVIC FUTURE IMPLEMENTATION: WAITAKERE CITY CIVIC CENTRE - QUANTITY SURVEYING SERVICES

337/2003

MOVED by R McLeod, seconded J Dragecivich:

1. That the information be received.
2. That the tender from Rawlinsons Limited for Contract SP02504.B Civic Future Implementation: Waitakere City Civic Centre - Quantity Surveying Services in the sum of \$356,000 plus \$44,500 GST, totalling \$400,500 be accepted subject to Andrew Millard being the specified consultant and that this be reflected in the contract.
3. That authority to enter into Contract SP02504.B Civic Future Implementation: Henderson Library & UNITEC Facilities - Quantity Surveying Services on behalf of Council be delegated to Director: City Services.

CARRIED

8 CONTRACT SP02504.C: DISPOSAL OF CIVIC CENTRE - PROFESSIONAL SERVICES

338/2003

MOVED by R McLeod, seconded J Dragecivich:

1. That the information be received.
2. That the tender from Bristow Barbour Walker Limited for Contract SP02504.C Disposal of Civic Centre - Professional Services in the sum of \$150,000 plus \$18,750 GST, totalling \$168,750 be accepted.
3. That authority to enter into Contract SP02504.C Disposal of Civic Centre - Professional Services on behalf of Council be delegated to Director: Corporate & Civic Services.

CARRIED

9 CONTRACT PK02506C - CORBAN ESTATE - PEDESTRIAN FOOTBRIDGE CONSTRUCTION

339/2003

MOVED by J Dragecivich, seconded A Pollock:

1. That the information be received
2. That the tender from Parks & Maintenance Services Limited for Contract No. PK02506C Corban Estate - Pedestrian Footbridge Construction in the sum of \$243,470.00 plus \$30,433.75 GST, totalling \$273,903.75 be accepted.
3. That authority to enter into Contract No. PK02506C - Corban Estate - Pedestrian Footbridge Construction on behalf of Council be delegated to the Director: City Services.

CARRIED

10 CONTRACT NO. PK02516B - PARKS WALKWAYS

340/2003

MOVED by W Paki, seconded A Pollock:

1. That the information be received.
2. That the tender from Auckland Civil Limited for Contract PK02516.B Parks Walkways in the sum of \$310,435.00 plus \$38,804.37 GST, totalling \$349,239.37 be accepted.
3. That authority to enter into Contract PK02507B Parks Footbridge & Track Renewals on behalf of Council be delegated to the Director: City Services.

CARRIED

11 CONTRACT PK03600F - CEMETERY LANDSCAPE MAINTENANCE CONTRACT

341/2003

MOVED by R McLeod, seconded Cr Presland:

1. That the information be received.
2. That the tender from Techscape Limited for Contract PK03600F Cemetery Landscape Maintenance Contract in the sum of \$475,585.97 plus \$59,448.25 GST, totalling \$535,035.22 be accepted.
3. That approval be given to committing \$211,371.54 plus \$26,421.44 GST totalling \$237,792.98 against the 2003/2004 Annual Plan.
4. That approval be given to committing \$211,371.54 plus \$26,421.44 GST totalling \$237,792.98 against the 2004/2005 Annual Plan.
5. That authority to enter into Contract PK03600F Cemetery Landscape Maintenance Contract on behalf of Council be delegated to the Director: City Services, subject to Techscape demonstrating that it will employ full time staff to perform this contract.
6. That the authority to exercise the right of renewal for the periods of the 2005/2006, 2006/2007 and 2007/2008 financial years be delegated to the Director: City Services, subject to Council providing the budget for each of these years.

CARRIED

12 INVITATION FOR CONTRACT PK03600D - PARKS RESPONSE AND MINOR WORKS CONTRACT

342/2003

MOVED by R McLeod, seconded Cr Presland:

1. That the information be received.
2. That approval be given to invite:
 - Parks & Maintenance Services Limited;
 - City Parks Services;
 - Serco Infrastructure (Serco Group NZ Limited);
 - Eco Maintenance Limited;
 - Techscape Limited;

to tender for Contract PK03600D Parks Response and Minor Works Contract.

CARRIED

13 GRAFFITI REMOVAL AND MANAGEMENT CONTRACTS

343/2003

MOVED by R McLeod, seconded Cr Presland:

1. That the information be received.
2. That approval be given to negotiate a 2 + 1 + 1 + 1 year contract for Contract PK03600C City Graffiti Removal and Management Contract with the Tag Out Trust.
3. That no tender be called for this contract for the following reasons:
 - known performance in service delivery;
 - improvements in the quality of work;
 - familiarity with the Waitakere City Parks and Community
 - close working relationship;
 - alignment with the Council's strategic direction and community partnerships;
and
 - cost savings to Council.

CARRIED

14 CONTRACT PK03600A - PARKS LANDSCAPE MAINTENANCE AND PK03600B SPORTS PARKS MAINTENANCE CONTRACT

344/2003

MOVED by R McLeod, seconded Cr Presland:

1. That the information be received.
2. That approval be given to negotiate a 2 + 1 + 1 + 1 year contract for Contract PK03600A Parks Landscape Maintenance Contract with Techscape.
3. That approval be given to negotiate 1 + 1 + 1 + 1 + 1 year contract for Contract PK03600B City Sports Facilities Maintenance Contract with Techscape.
4. That no tender be called for this contract for the following reasons:
 - known performance in service delivery;
 - improvements in the quality of work;
 - familiarity with the Waitakere City Parks and Community
 - close working relationship;
 - shared technology platforms; and
 - cost savings to Council.
5. That if satisfactory progress has not been made in contract negotiations by 30 April 2003, a report will be brought back to the Tenders Subcommittee to take any necessary action.
6. That details of the negotiated contract be referred to the Tenders Subcommittee and the Finance and Operational Performance Committee for approval.

CARRIED

15 CONTRACT SP02504.A - CIVIC FUTURE IMPLEMENTATION: WAITAKERE CITY CIVIC CENTRE - ARCHITECTURAL DESIGN SERVICES.

345/2003

MOVED by J Dragecivich, seconded R McLeod:

1. That the information be received
2. That the tender from Architectus/Athfield Architects for Contract SP02504A Civic Future Implementation: Waitakere City Civic Centre - Architectural Design Services in the sum of \$2,200,710.00 plus \$275,088.75 GST, totalling \$2,475,798.75 be accepted.
3. That the tender for Contract SP02504A Civic Future Implementation: Waitakere City Civic Centre - Architectural Design Services be awarded to other than the lowest priced tender, because the weighted attributes tender evaluation method requires the tendering authority to enter into a contract only with the tender that scores the highest overall index.
4. That the commitment to the 2003/2004, 2004/2005 & 2005/2006 financial years for Contract SP02504A Civic Future Implementation: Waitakere City Civic Centre - Architectural Design Services totalling \$ 2,140,710 plus GST be approved.
5. That authority to negotiate with the highest ranked tenderer regarding nominated sub-consultants, price components and other minor contractual matters be delegated to Director City Services and Director Corporate & Civic Services.

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6. That authority to enter into Contract SP02504.A Civic Future Implementation: Waitakere City Civic Centre - Architectural Design Services on behalf of Council be delegated to Director: City Services.

CARRIED

16 CONTRACT 63050-04 INORGANIC REFUSE COLLECTION CONTRACT

346/2003

MOVED by A Pollock, seconded W Paki:

1. That the information be received.
2. That the Director: City Services be authorised to extend the term of Contract 63050-04 (Inorganic Refuse Collection Contract) to 30 June 2004.

CARRIED

17 ARCHIBALD PARK: STAGE 2 - EARTHWORKS

347/2003

MOVED by R McLeod, seconded Cr Presland:

1. That the information be received.
2. That the tender from Roadstone Construction Limited for Contract AC02517.1 Archibald Park; Stage 2 - Earthworks in the sum of \$313,797.00 plus \$39,224.63 GST, totalling \$353,021.63 be accepted.
3. That authority to enter into contract AC02517.1 Archibald Park; Stage 2 - Earthworks Contract on behalf of Council be delegated to the Director: City Services.

9:55 am

The Chairperson thanked members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AT AN ORDINARY MEETING OF THE
TENDERS SUBCOMMITTEE HELD ON

DATE:.....

CHAIRPERSON:.....

**MINUTES OF A SPECIAL MEETING OF THE TENDERS SUBCOMMITTEE
HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN,
WAITAKERE CITY, ON FRIDAY, 21 MARCH 2003,
COMMENCING AT 9.00 AM.**

PRESENT: Councillors JM Clews, QSO, JP (Chairperson)
GB Presland (Deputy Chairperson)
Director: City Services
Director: Corporate & Civic Services
Director: Finance
Maori Issues Manager (from 9.08 am)

IN ATTENDANCE: Manager: Information Management
Operations Manager: Information Management
City Services: Special Projects Engineer
Committee Administrator: S Cunningham

1. APOLOGIES

477/2003

MOVED by R McLeod, seconded Cr Presland:

That apologies from HV O'Rourke and A Magee for absence and W Paki for lateness be received and sustained.

CARRIED

2. CONTRACT NO. IM02044C - REPLACEMENT OF HIGH VOLUME PHOTOCOPIERS

478/2003

MOVED by R McLeod, seconded Cr Presland:

1. That the information be received.
2. That the contract be awarded to other than the lowest price tender due to the requirement to evaluate against a number of non-price attributes in addition to price, and the fact that the lowest price tendered was not the highest scoring tender under this evaluation method.
3. That a three-year contract for the supply of High Volume Photocopiers be awarded to Fuji-Xerox NZ Limited. The contract commitments in each financial year are anticipated as being as follows:
 - a) in the sum of \$21,800.00 plus \$2,725.00 GST, totalling \$24,525.00, for the 2002/2003 financial year.
 - b) in the sum of \$130,800.00 plus \$16,350.00 GST, totalling \$147,150.00 for the 2003/2004 financial year.

- c) in the sum of \$130,800.00 plus \$16,350.00 GST, totalling \$147,150.00 for the 2004/2005 financial year.
- d) in the sum of \$109,000.00 plus \$13,625.00 GST, totalling \$122,625.00 for the 2005/2006 financial year.

With the contracted sums being subject to change based on:

- change in equipment numbers and types due to changing business requirements;
- changes in usage patterns;
- changes in service charges, as allowed for within the contract.

4. That the Director: Corporate & Civic Services be delegated authority to enter into the contract on behalf of Council.

CARRIED

3 CONTRACT SP02503A CIVIC FUTURE IMPLEMENTATION: HENDERSON LIBRARY AND UNITEC FACILITIES - ARCHITECTURAL DESIGN SERVICES

479/2003

MOVED by R McLeod, seconded J Dragicevich:

1. That the information be received
2. That subject to approval by UNITEC, the tender from Architectus/Athfield Architects for contract SP02503A Civic Future Implementation: Henderson Library and UNITEC Facilities - Architectural Design Services in the sum of \$2,183,503.00 plus \$272,937.88 GST, totalling \$2,456,440.88, be accepted.
3. That subject to approval by UNITEC, the tender for Contract SP02503A Civic Future Implementation: Henderson Library and UNITEC Facilities - Architectural Design Services be awarded to other than the lowest priced tender, because the weighted attributes tender evaluation method requires the tendering authority to enter into a contract only with the tender that scores the highest overall index.
4. That subject to approval by UNITEC, the commitment to the 2003/2004, 2004/2005 & 2005/2006 financial years for Contract SP02503A Civic Future Implementation: Henderson Library and UNITEC Facilities - Architectural Design Services totalling \$729,234.31 plus GST be approved.
5. That subject to approval by UNITEC, authority to negotiate with the highest ranked tenderer regarding nominated sub-consultants, price components and other minor contractual matters be delegated to Director: City Services and Director: Corporate & Civic Services.
6. That subject to approval by UNITEC, authority to enter into Contract SP02503A Civic Future Implementation: Henderson Library and UNITEC Facilities - Architectural Design Services on behalf of Council be delegated to Director: City Services.

CARRIED

4 CONTRACT SP02503B CIVIC FUTURE IMPLEMENTATION: HENDERSON LIBRARY AND UNITEC FACILITIES - PROJECT MANAGEMENT SERVICES

480/2003

MOVED by J Dragicevich, seconded A Pollock:

1. That the information be received
2. That subject to approval by UNITEC, the tender from OCTA Associates Limited for Contract SP02503B Civic Future Implementation: Henderson Library & UNITEC Facilities - Project Management Services in the sum of \$356,500 plus \$44,562.50 GST, totalling \$401,062.50 be accepted subject to Ray Briant being the specified consultant and that this be reflected in the contract.
3. That subject to approval by UNITEC, authority to enter into Contract SP02503B Civic Future Implementation: Henderson Library & UNITEC Facilities - Project Management Services on behalf of Council be delegated to the Director: City Services.

CARRIED

9.08 am W Paki entered the meeting.

5 CONTRACT SP02503E - CIVIC FUTURE IMPLEMENTATION: HENDERSON LIBRARY AND UNITEC FACILITIES - QUANTITY SURVEYING SERVICES

481/2003

MOVED by R McLeod, seconded J Dragicevich:

1. That the information be received.
2. That subject to approval by UNITEC, the tender from Rawlinsons Limited for Contract SP02503E Civic Future Implementation: Henderson Library & UNITEC Facilities - Quantity Surveying Services in the sum of \$376,000 plus \$47,000 GST, totalling \$423,000, be accepted subject to Andrew Millard being the specified consultant and that this be reflected in the contract.
3. That subject to approval by UNITEC, authority to enter into Contract SP02503E Civic Future Implementation: Henderson Library & UNITEC Facilities - Quantity Surveying Services on behalf of Council be delegated to Director: City Services.

CARRIED

9.09 am

The Chairperson thanked members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AT AN ORDINARY MEETING OF THE
TENDERS SUBCOMMITTEE HELD ON

DATE:.....

CHAIRPERSON:.....