



NOTICE OF MEETING

TENDERS SUBCOMMITTEE

I hereby give notice that an Ordinary Meeting of the Tenders Subcommittee will be held on:-

DATE: **Friday** **13 December 2002** **TIME:** **9.00 am**

VENUE: **Civic Centre, 6 Waipareira Avenue, Lincoln, Waitakere City**

to consider the business as set out herein and to take any necessary action connected therewith.

9 December 2002

Sharon Simiona
COMMITTEE SECRETARY

Telephone (09) 836 8000 extn 8820

MEMBERSHIP:

Councillors JM Clews, QSO, JP (Chairperson)
 GB Presland (Deputy Chairperson)

Chief Executive

Director: City Services

Director: Corporate & Civic Services

Director: Strategy & Development

Director: Finance

Maori Issues Manager

Mayor, Bob Harvey, QSO, JP (ex officio)

Deputy Mayor, CA Stone (ex officio)

(Quorum 4 members)

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(The reports and recommendations contained in all agendas are reports and recommendations only and are not to be construed, in any way, as Council policy until adopted.)

**AGENDA FOR AN ORDINARY MEETING OF THE TENDERS SUBCOMMITTEE TO
BE HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN,
WAITAKERE CITY, ON FRIDAY, 13 DECEMBER 2002,
COMMENCING AT 9.00 AM.**

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1 APOLOGIES



2 URGENT BUSINESS

Section 46A(7) and (7A) of the Local Government Official Information Act and Meetings Act 1987 provides that where an item of business is not on the agenda, it may only be dealt with at the meeting if:

- (i) the item is a minor matter; and
- (ii) the Chairperson has explained at the beginning of the meeting (when open to the public) that the item will be raised for discussion, why the item is not on the agenda, and why it cannot be delayed until a subsequent meeting; and
- (iii) the Committee resolves to deal with the item.

No resolution, decision, or recommendation may be made in respect of the item except to refer the item to a subsequent meeting for further discussion.

NOTE: Urgent Business need not be dealt with now and may be delayed until later in the meeting.



3 CONFIRMATION OF MINUTES

Ordinary - 29 November 2002

RECOMMENDATION

That the minutes of the Ordinary Meeting of the Tenders Subcommittee held on Friday, 29 November 2002, as circulated, be taken as read and now be confirmed.



4 CONTRACT NO. EW 02 649C - RIMU STREET CULVERT REPLACEMENT

PURPOSE OF THE REPORT

The purpose of this report is to seek approval to award Contract No. EW 02 649C - Rimu Street Culvert Replacement.

BACKGROUND

The existing road culvert at Rimu Street near the intersection with Ash Street is under capacity, and significant heading up occurs upstream of the inlet. The old concrete culvert is also in poor condition and is at a risk of structural failure.

A landslip has occurred in the vicinity of the culvert outlet at No. 1 Rimu Street immediately below the residential building, and any further subsidence has the potential to seriously damage the building. Also, Rimu Street is a busy traffic route and it is considered that the current condition of the culvert poses risks to the safe passage of traffic. Therefore, a new culvert is required to address all these issues.

SCOPE OF WORK

The contract involves the construction of a culvert consisting of approximately 80 metres of new 1800 mm diameter concrete pipe with associated manholes, high inlet capacity catchpits and private drainage connections.

TENDERS RECEIVED

Tenders were publicly advertised with 11 sets of documents being uplifted. Three tenders were received by the closing date of 22 October 2002. These are summarised in Table 1 below:

TENDERER	REG OFFICE	TENDER PRICE (excl. GST)
Harker Underground Construction Ltd	PO Box 38 264, Howick	\$504,025.00
Flowerday Enterprises Ltd	202 Finlay Road, Pukekohe	\$860,295.00
H & H Contractors Limited	PO Box 25084, New Lynn	Not Opened
Pre-tender contract estimate		\$463,600.00

Table 1 - Summary of Tender Prices

TENDER EVALUATION

In accordance with the conditions of tendering, tenders were evaluated in line with the Weighted Attribute Method contained in Transfund New Zealand's "Competitive Pricing Procedures Manual".

The "Two envelope process" as described in Section 2.7 of the above manual was followed. Under this method, only the first tender envelope is opened and the non-price attributes evaluated for all tenders before the second envelope containing the tender price is opened, and the tender prices duly included in the evaluation.

The tender submitted by H & H Contractors Limited did not include the tender deposit, and so the tender was considered to be non-conforming and excluded from further consideration. Therefore, their price envelope was returned to them unopened.

Tender Evaluation	Attributes	Exper.	Track Record	Tech. Skill	Resour.	Manag. Skill	Method.	Price	Contract Number EW02 649C
		Total Weights							
	Weights	5	5	5	5	5	5	5	70
Tenderer	Tender Sum	Grades							INDEX
Harker Underground Construction Ltd	\$504,025.00	85	80	80	85	80	80	76	78
Flowerday Enterprises Ltd	\$860,295.00	80	75	65	70	70	65	24	38
Median Tender Price	\$682,160.00								

Table 2 - Summary of Tender Evaluation

Harker Underground Construction Limited has significant experience and is well equipped for pipe jacking and drilling for works with larger pipe sizes, which is an essential requirement of this contract. Two referees who were contacted both gave very good recommendations to Harker Underground Construction Limited.

The tender submitted by Harker Underground Construction Limited contained an alternative proposal using a methodology involving the use of larger pipes of a different class at an additional cost of \$17,500.00. This alternative proposal is not technically acceptable and so has not been considered further.

TAGS, ERRORS OR OMISSIONS

The tender submitted by Harker Underground Construction Limited did not have any errors or omissions, but contained four tags. Of these, three tags are acceptable as they have no cost implication and do not prejudice other tenderers. The tenderer was requested by fax to remove the fourth tag which proposed to only visually inspect the completed pipeline. This tag was removed by the tenderer and confirmed by fax on 25 November 2002.

There were no tags, errors and omissions in the tender submitted by Flowerday Enterprises Limited.

CREDIT CHECK

A credit check dated 29 November 2002 on Harker Underground Construction Limited revealed no adverse information.

SUMMARY

The results of the tender evaluation as summarised in Table 2 show that the tender submitted by Harker Underground Construction Limited achieved the highest overall index of 78. This tender is also the lowest conforming tender.

As part of City Services vision "Quality and Health and Safety is not negotiable" all contractors have had this focus clearly reinforced through the contract documents and this will be strongly reiterated at the subsequent pre-start meeting and imposed during the contract period.

JOB COSTS

Excl. GST

Tender sum - Harker Underground Construction Limited	\$504,025.00
Contingency	\$ 50,403.00
Engineering & Supervision	\$ 4,860.00

Total Job Cost	\$559,288.00

SOURCE OF FUNDING

Budget Description (from Annual Budget line item)	Codes	Budget	Committed to Other Projects	Allocation to This Project	Unallocated Balance
Stormwater Renewal	85-9845-60000-999	\$469,422	\$131,782	\$210,140	\$127,500
Stormwater Upgrades	85-9815-60000-999	\$6,635,000	\$952,049	\$349,148	\$5,333,803

RECOMMENDATIONS

1. That the information be received.
2. That the tender from Harker Underground Construction Limited for Contract No. EW 02 649C - Rimu Street Culvert Replacement in the sum of \$504,025.00 plus \$63,003.13 GST, totalling \$567,028.13 be accepted.
3. That authority to enter into Contract No. EW 02 649C - Rimu Street Culvert Replacement on behalf of Council be delegated to the Manager, EcoWater Solutions.

Report prepared by: Tony Miguel, Manager, EcoWater Solutions.



5 REPLACEMENT OF PHOTOCOPIERS - CONTRACTS IM02044B, IM02044D

PURPOSE OF THE REPORT

This report seeks approval to award contracts for the Replacement of Departmental and Large Format Photocopiers.

BACKGROUND

The Information Management Operations department manages the lifecycle and replacement schedules for photocopiers throughout Council. The current contract with Fuji-Xerox expires on 28 February 2003, and a two stage RFI/RFP process has been undertaken in order to evaluate and recommend a supplier to enter into a new contractual relationship with, for the next three years.

In addition to the usual weighted attributes analysis detailed below, the Request For Proposal was structured to allow evaluation of whether it would be a more cost effective solution for Council to purchase the equipment outright, as opposed to entering into a more conventional lease arrangement. In order to evaluate these options objectively, all contract costs are expressed as a three year total cost of ownership, based on current usage volumes.

The initial open RFI was called for in three categories being:

1. Departmental Photocopiers (Contract IM02044B).
2. High Volume Photocopiers (Contract IM02044C).
3. Large Format Photocopiers (Contract IM02044D).

Based on an evaluation of the responses received, a short list of vendors was drawn up, and an RFP was issued and responses requested from those vendors only, for categories 1) and 3) above.

Operational considerations have made it advisable to delay issuing the Request For Proposal for High Volume copiers for approximately six weeks, and it is anticipated that a report on this will be tabled late in January.

RFP RESPONSES RECEIVED

Valid RFP Responses were received from five firms per Table 1.

Reseller	Office	Sections
Aarque Graphics NZ Ltd	8 Te Pai Pl, Henderson.	IM02044D
Minolta NZ Ltd	34 Vestey Drive, Mt Wellington.	IM02044B
Ricoh	60 Stanley St, Parnell.	IM02044B
U-Bix Document Solutions	Cnr Khyber Pass Rd & Nugent St, Grafton.	IM02044B, D
Fuji-Xerox NZ Ltd	Hargreaves St, Ponsonby	IM02044B

Table 1 - Summary of Respondents

PROPOSAL EVALUATION

Proposals were evaluated generally in accordance with the "Weighted Attributes Price Method" contained in Transfund New Zealand's "Manual of Competitive Pricing Procedures".

	Attributes	Relevant Experience & Track Record	Technical Skills and Appropriate Resources	Reference Checking	Compliance with Terms	Compliance with Specification	TCO	Contract Number IM02040B
		7.5	7.5	20	15	10		40
	Weights	7.5	7.5	20	15	10	40	100
	Project Sum	Grade						INDEX
Xerox	\$447,588	80	79	77	95	68	64	74
U-Bix	\$544,907	77	80	83	91	74	45	68
Minolta	\$512,891	63	61	83	90	66	51	67
Ricoh	\$526,292	55	48	78	86	79	49	64
Med.n Tender Price	\$519,592							

Table 2 - Evaluation matrix for Contract IM02044B

	Attributes	Relevant Experience & Track Record	Technical Skills and Appropriate Resources	Reference Checking	Compliance with Terms	Compliance with Specification	TCO	Contract Number IM02044D
		7.5	7.5	20	15	10		Total Weights
	Weights	7.5	7.5	20	15	10	40	100
	Project Sum	Grade						INDEX
U-Bix	\$73,944	82	80	95	94	63	66	78
Aarque	\$102,080	50	36	93	64	64	34	55
Med.n Tender Price	\$88,012							

Table 3 - Evaluation matrix for Contract IM02044D

In addition to the evaluation criteria above, all proposals were evaluated, in consultation with Council's Funds Accountant, to establish whether leasing the equipment on an operational lease, or buying the equipment outright, would result in the lowest Total Cost of Ownership to council over the life of the contract.

In every case, entering into an operational lease proved to be the most cost effective course, and all project sums listed above are based on a lease arrangement, with ongoing running costs (click charges), which are incorporated into the figures above, being based on current usage levels.

It should be noted that as usage patterns will necessarily change over time, actual costs incurred will vary.

JOB COSTS

Expected job costs are as follows:

Contract IM02044B		\$447,588
Contract IM02044D		\$ 73,944
Professional Services / Evaluation		\$ 14,350
Total	Ex GST	\$535,822

SOURCE OF FINANCE

Funding for this equipment will be through existing unit photocopier lease and copy charge operational budgets. Based on current usage figures, an annual savings of \$40,000 is anticipated compared with current levels of expenditure, whilst providing increased levels of functionality and integration with on-line information systems.

	Codes	Allocation to this Contract
RFI/RFP Process	15-1810-16000-007	\$14,350
Lease and copy costs (36 months from 1 March 2003)	Individual unit codes	\$521,532

RECOMMENDATIONS

1. That the information be received.

2. That, subject to a satisfactory credit check, a three year contract for the supply of Departmental 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 \$49,732.00 plus \$6,216.50 GST, totalling \$55,948.50, for the 2002/2003 financial year;
 - b) in the sum of \$149,196.00 plus \$18,649.50 GST, totalling \$167,845.50 for the 2003/2004 financial year;
 - c) in the sum of \$149,196.00 plus \$18,649.50 GST, totalling \$167,845.50 for the 2004/2005 financial year;
 - d) in the sum of \$99,464.00 plus \$12,433.00 GST, totalling \$111,897.00 for the 2005/2006 financial year;

Noting that this may be subject to change based on:

- change in the install base of equipment due to changing business requirements;
 - changes in usage patterns;
 - changes in service charges, as allowed for within the contract.
3. That the Director: Corporate & Civic Services be the delegated authority to enter into the contract on behalf of Council.
 4. That, subject to a satisfactory credit check, a three year contract for the supply of Large Format Photocopiers be awarded to U-Bix Document Solutions. The contract commitments in each financial year are anticipated as being as follows:
 - a) in the sum of \$8,216.00 plus \$1,027.00 GST, totalling \$9,243.00, for the 2002/2003 financial year;
 - b) in the sum of \$24,648.00 plus \$3,081.00 GST, totalling \$27,729.00 for the 2003/2004 financial year;
 - c) in the sum of \$24,648.00 plus \$3,081.00 GST, totalling \$27,729.00 for the 2004/2005 financial year;
 - d) in the sum of \$16,432.00 plus \$2,054.00 GST, totalling \$18,486.00 for the 2005/2006 financial year;

Noting that this may be subject to change based on:

- change in the install base of equipment due to changing business requirements;
 - changes in usage patterns;
 - changes in service charges, as allowed for within the contract.
5. That the Director: Corporate & Civic Services be the delegated authority to enter into the contract on behalf of Council.

Report prepared by: Simon Leigh, IT Operations Manager.



6 CONTRACT HR02043A LEADERSHIP AND MANAGEMENT SKILL DEVELOPMENT PROGRAMME

PURPOSE OF THE REPORT

The purpose of this report is to seek approval to award Contract HR02043a Leadership and Management Skill Development Programme.

BACKGROUND

Leadership and management skills have been identified as a priority area in organisation development in Waitakere City Council. This identification has occurred through a staff climate survey conducted in January 2002, through the organisation review project commenced in May 2002, by the Performance Review Committee in setting performance expectation for the Chief Executive and via the Chief Executives own observations of performance.

The Chief Executive has determined that improving management and leadership skills in the organisation will be a key programme in improving organisational performance and enabling the organisation to better deliver on Council and the community's strategic goals. This contract has been designed to: provide managers and future leaders tertiary level training in leadership and management skills; meet a number of organisational goals for staff development; and provide participants with a qualification as an incentive for undertaking the programme.

SCOPE OF WORK

The Chief Executive identified the need to target a number of skill areas through this training programme:

- i) Leadership skills including:
 - leadership models and theory;
 - communication skills;
 - leadership skills.
- ii) Managing performance;
- iii) Personal Management/Leadership styles – (Myers Briggs or similar);
- iv) Financial management for non-financial managers;
- v) Public sector management and public sector ethics;
- vi) General management skills;
- vii) Local government law;
- viii) Translating strategy in work programmes;
- ix) Change Management;
- x Working Collaboratively (internally and externally);
- xi) Managing outcomes.

A programme was sought from tertiary education providers that would:

- provide tertiary level skill development for selected managers and staff in the areas of leadership and management outlined above;
- enable the programme to be applied to Waitakere specific examples and case studies by participants;
- signal to prospective employees the Council's commitment to training and developing its own.

Providers were invited to present proposals (or a range of proposals) that delivered to these objectives and learning areas. Other important factors included: the need for course content to be developed collaboratively with the Council; assessment to include a mix of written assignments, tests and practical assessments; flexibility around course structure to enable content to be customised to particular learning needs and styles; and a high quality mix of academic and vocational practitioners to provide instruction.

The intention is to run this programme initially in the 2003 calendar year. If the programme meets Council's objectives, it is likely to be run in future years.

PROPOSALS RECEIVED

Proposals were invited from selected tenderers. Four Auckland region based tertiary education institutions and two private providers were selected. Four proposals were received by the closing date of 21 October 2002.

TENDERER	REG OFFICE	TENDER PRICE (Excl. GST)
University of Auckland	Private Bag 92019 Auckland	No price received
Massey University	PO Box 2475 Wellington	30 Participants \$3,883 per participant
UNITEC	Faculty of Business PO Box 92025 Auckland	30 Participants \$3,937 per participant
Trainwork Limited	PO Box 12749 Penrose Auckland	30 Participants \$4,780 per participant
Pre-tender contract estimate		

Table 1 - Summary of Tender Prices

Each tender received was offered the opportunity to present in support their proposal. All did this at one hour sessions each with the evaluation team.

The prices of the proposals received were structured differently. The Massey University proposal had a development component of \$4,000, with the remainder of costs being course facilitation and disbursements per participants. The UNITEC proposal had a development component of \$31,240 with the remainder of costs made up of programme delivery costs per-participant. Trainwork provided a fixed programme delivery fee of \$122,400 plus \$700 per-participant material costs. For the purposes of evaluation these were translated into per-participants costs as per the conditions of proposal.

EVALUATION

In accordance with the conditions of proposal, proposals were evaluated in line with the Weighted Attribute Method contained in Transfund New Zealand's "Competitive Pricing Procedures Manual".

A summary of the evaluation results is shown in Table 2:

Tender Evaluation	Attributes	Mgmt Skills	Delivery to Objective	Exp.	Resources & Methodology	Price	Contract Number HR02043a
		Total Weights					
	Weights	10	30	15	25	20	100
Tenderer	Tender Sum	Grades					INDEX
Massey University	\$3,883.00	65	65	80	75	51	67
UNITEC	\$3,937.00	65	75	80	75	50	70
Trainwork	\$4,780.00	55	60	50	60	29	52
University of Auckland						Nil	Non-complying
Med.n Tender Price	\$3,937.00						

Table 2 - Summary of Tender Evaluation

Of the four contract proposals received, only three provided the pricing information sought. Even after further enquiry, the University of Auckland could not provide the detailed price information required. On this basis the proposal was deemed non-complying and eliminated from further consideration.

All proposals emphasised the need to further develop course content with the Council after selection. The evaluation team found that UNITEC's proposal best met Council's objectives both in terms of content composition, collaboration facilities and providing a recognised qualification.

Reference checks done with organisations that have used UNITEC for customised tertiary level development programmes indicate that UNITEC are skilled at tailoring their programmes to meet client needs. Feedback about the quality of Training programmes and the responsiveness and service provided by UNITEC staff has been very positive.

Another advantage of the UNITEC proposal is that UNITEC confirmed that providing major redesign of the programme wasn't undertaken each year, the programme development fee was a one-time cost. This means that in future years, the programme could be delivered at a cost of \$2,900 per-participant, without the development fees component.

TAGS, ERRORS OR OMISSIONS

Auckland University omitted to provide detailed price information for their proposal. On this basis it was considered non-complying.

SUMMARY

The results of the proposal evaluation as summarised in Table 2 shows that the tender submitted by UNITEC achieved the highest index of 70. This proposal is also the second lowest priced proposal.

Council has recently signed a Memorandum of Understanding with UNITEC which provides that the parties will work together for mutual benefit across a range of areas, including potentially training and development. This proposal fits well with that overall framework. In addition, UNITEC now has a physical presence in Waitakere City meaning that selection of them as a provider meets a number of broader strategic goals including "Buy Waitakere".

The scale of the programme initially has been aimed at 30 participants, although this may vary according to interest and need.

RESOURCES

Proposals for this contract were sought on a per-participant cost basis based on 30 participants. Funding for this programme will be drawn both from various training budgets around the organisation based on participation, and from the corporate training budget in respect of course development costs. Sufficient resources are available in the 2003/2003 Annual Plan to meet the resource demands of this project.

RECOMMENDATIONS

1. That the information be received
2. That the proposal from UNITEC for Contract HR02043a Leadership and Management Development Programme be accepted.
3. That Contract HR02043a Leadership and Management Development Programme be awarded to other than the lowest priced proposal, because the weighted attributes tender evaluation method requires the tendering authority to enter into a contract only with the proposal that scores the highest overall index.
4. That authority to enter into Contract HR02043a Leadership and Management Development Programme on behalf of Council be delegated to Director: Corporate and Civic Services.
5. That the contract be reviewed by the Director: Corporate and Civic Services at the end of the 2003 Calendar year, and that if the Director is satisfied that the programme meets Council objectives, authority be given for the Director to “roll over” the contract for future years, subject to resources being available in each Annual Plan year.

Report prepared by: David Tait, Human Resources Assistant.



7 PK02507B - PARKS FOOTBRIDGE & TRACK RENEWALS

PURPOSE OF THE REPORT

The purpose of this report is to seek approval to award Contract PK02507B – Parks Footbridge & Track Renewals.

BACKGROUND

This contract forms part of Council's parks asset renewal programme as provided for in the 2002/2003 Annual Plan.

SCOPE OF WORK

The works to be included in contract PK 02507B – Parks Footbridge & Track Renewal are as follows:

- removal of existing bridges at 10 sites;
- construction of 7 metre span footbridges at 7 sites;
- construction of 11 metre span footbridges at 3 sites;
- construction of timber boardwalks at 3 sites;
- replacement/construction of footbridge/boardwalk handrails at 4 sites;
- track upgrade works at 4 sites;
- culvert installation at 1 site;
- other related work.

TENDERS RECEIVED

At their meeting on 25 October 2002 and following a publicly advertised Registration of Interest process, the tenders subcommittee gave approval to invite Parks & Maintenance Services Limited, Te Ngahere Native Forest Management, Nasey Contractors Limited and Techscape Limited to tender for Contract PK02507B - Parks Footbridge & Track Renewal.

Four tenders were received by the closing date of Tuesday 26 November 2002. These are summarised in Table 1 below:

TENDERER	REG OFFICE	TENDER PRICE (excl. GST)
Te Ngahere Native Forest Management	Newton	\$220,025.00
Nasey Contractors Limited	Albany	\$230,583.00
Techscape Limited	North Harbour	\$293,367.00
Parks & Maintenance Services Limited.	Henderson	\$295,120.50
Pre-tender contract estimate		\$250,000.00

Table 1 - Summary of Tender Prices

TENDER EVALUATION

In accordance with the conditions of tendering, tenders were evaluated in line with the Weighted Attribute Method contained in Transfund New Zealand's "Competitive Pricing Procedures Manual".

These procedures require that where the tender includes Provisional Sums (work valued by the Principal and placed within the Schedule of Prices) they are deducted from the Tender Sum prior to evaluating each tender.

A summary of the evaluation results is shown in Table 2:

Tender Evaluation	Attributes	Exper.	Track Record	Tech Skills	Re-source	Management	Method	Price	Total Weight
	Weights	5	5	5	5	5	5	70	100
Tenderer	Tender Sum	Grades							Index
Te Ngahere Native Forest Management	\$227,271.00 *	80	75	80	80	80	75	62	68
Nasey Contractors Ltd	\$230,583.00	85	75	80	75	75	70	62	66
Techscape Ltd	\$293,367.00	85	80	80	75	90	70	37	50
Parks & Maintenance Services Ltd.	\$295,120.50	75	75	65	70	80	75	38	49
Median Tender Price	\$261,975.00								

* adjusted tender sum to allow for tags

Table 2 - Summary of Tender Evaluation

Te Ngahere Native Forest Management have completed numerous bridge, boardwalk and track contracts for other Councils including Auckland Regional Council, Auckland City Council and the Department of Conservation and referees have indicated that the works have been completed to a high standard. Parks & Maintenance Services Limited and Nasey Contractors Limited have previously undertaken footbridge renewal contracts for Waitakere City Council and have completed the contracts to a high standard. Techscape have carried out various bridge, boardwalk and track contracts for Waitakere City Council and North Shore City Council and referees have indicated that the works have been completed to a high standard.

TAGS, ERRORS OR OMISSIONS

There was an arithmetic error contained in the tender submission from Te Ngahere Native Forest Management. Te Ngahere Native Forest Management were advised of the error and they subsequently confirmed their tender sum of \$220,025.00.

The tender submission from Te Ngahere Native Forest Management contained numerous tags. Whilst most of the tags were deemed acceptable to Waitakere City Council and had no impact on the evaluation process, some of the tags were discussed with Te Ngahere Native Forest Management and valued. In order that the tender could be compared fairly with the other submissions the value of the tags was added to the tender sum prior to the evaluation being carried out.

There were no other tags, errors or omissions.

CREDIT CHECK

A credit check on Te Ngahere Native Forest Management has been requested.

SUMMARY

The results of the tender evaluation as summarised in Table 2 shows that the tender submitted by Te Ngahere Native Forest Management achieved the highest index of 68. This tender is also the lowest priced tender.

As part of City Services vision "Quality and Health and Safety is not negotiable" all contractors have had this focus clearly reinforced through the contract documents and this will be strongly reiterated at the subsequent pre-start meeting and imposed during the contract period.

JOB COSTS

	<u>EXCL. GST</u>
Tender Sum - (Te Ngahere Native Forest Management)	\$220,025.00
Contingency	\$ 30,000.00
Engineering & Supervision	\$ 60,000.00
Consents	\$ 15,000.00

Total Job Cost	\$325,025.00

SOURCE OF FUNDING

Budget Description (from Annual Budget line item)	Codes	Budget	Committed to Other Projects	Allocation to This Project	Unallocated Balance
Bridge Replacements	75 9825 34360	\$146,000	0	\$146,000	0
Bridges - Pedestrian Renewal	75 9823 31670	\$212,000	\$89,350	\$122,650	0
Opanuku Stream Walkway and Restoration	75 9825 33400	\$50,000	\$25,625	\$24,375	0
Shadbolt Park Revegetation	75 9825 40850	\$30,000	\$20,000	\$10,000	0
Track Renewals - Soft Surface	75 9823 36390	\$22,000	0	\$22,000	0
Total		\$460,000	\$168,275	\$325,025	

RECOMMENDATIONS

1. That the information be received.
2. That the tender from Te Ngahere Native Forest Management for Contract PK02507B - Parks Footbridge & Track Renewals in the sum of \$220,025.00 plus \$27,503.13 GST, totalling \$247,528.13 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.

Report prepared by: Peter Sewell, Parks Asset & Contracts Engineer.



8 CONTRACT TA051B - NORTH CANDIA ROAD LINK

PURPOSE OF THE REPORT

The purpose of this report is to seek approval to award Contract Number: TA0517B, Contract Name: North Candia - South Candia Link.

BACKGROUND

The North Candia project is to extend North Candia Road under the existing rail bridge on the Western Rail Line to join Pooks Road at the Candia Road intersection. The existing O'Neills Road at-grade rail crossing is to be closed to vehicular traffic once the work on North Candia Road is complete. A budget of \$706,730.00 has been allocated for this work for 2002/2003. A report recommending additional funding has been made to the Finance and Operational Performance Committee meeting on Thursday, 12 December 2002.

Tranz Rail's agreement with Council was that the O'Neills Road rail crossing would be closed to vehicular traffic and replaced with the underpass on the North Candia Road. This was in exchange for permission to construct a new rail crossing at Veronica Street / Ward Street

SCOPE OF WORK

To construct approximately 310 metres of new road which is an extension of North Candia Road to join Pooks Road at Candia Road intersection. The O'Neills Road at-grade rail crossing is to be closed to vehicular traffic. The southern part of O'Neills Road is to be realigned to accommodate the closure of the at-grade rail crossing and to facilitate the flow of traffic to and from Pooks Road. The northern part of O'Neills Road is to be closed at the rail junction. The rail crossing is to be redesigned for pedestrian traffic only. Junctions with North Candia Road at both Swanson Road and Pooks Road are to be reconstructed. A fairly large stormwater reticulation system is required as part of this project.

Four price schedule options were requested in the tender. They are as follow:

OPTION 1

Option 1 is the full project which included the North Candia - South Candia link, O'Neills Road rail crossing closure, Cul-de-sac turning head on O'Neills Road and Pooks Road - Candia Road roundabout (nil excluded).

OPTION 2

Option 2 includes the full North Candia - South Candia link, O'Neills Road rail crossing closure, and Pooks Road - Candia Road roundabout (excluding the Cul-de-sac turning head on O'Neills Road)

OPTION 3

Option 3 includes the full North Candia - South Candia link, O'Neills Road rail crossing closure and the Cul-de-sac turning head on O'Neills Road (excluding Pooks Road - Candia Road roundabout).

OPTION 4

Option 4 includes the full North Candia - South Candia link, O'Neills Road rail crossing closure (excluding the Cul-de-sac turning head on O'Neills Road and Pooks Road - Candia Road round-about).

TENDERS RECEIVED

Tenders were publicly advertised with six sets of documents being uplifted. Two tenders were received by the closing date of 29 October 2002. These are summarised in Table 1 below:

TENDERER	REG OFFICE	TENDER PRICE (excl. GST) OPTION 1	TENDER PRICE (excl. GST) OPTION 2	TENDER PRICE (excl. GST) OPTION 3	TENDER PRICE (excl. GST) OPTION 4
Works Infrastructure Ltd.	Auckland	\$835,610.00	\$812,840.00	\$748,540.00	\$725,770.00
Roadstone Construction Ltd.	Henderson	\$845,831.50	\$820,205.50	\$733,637.50	\$708,011.50
Pre-tender contract estimate		\$765,282.00	\$746,712.00	\$669,569.00	\$650,999.00

Table 1 - Summary of Tender Prices

TENDER EVALUATION

In accordance with the conditions of tendering, tenders were evaluated in line with the Weighted Attribute Method contained in Transfund New Zealand's "Competitive Pricing Procedures Manual".

These procedures require that where the tender includes Provisional Sums (work valued by the Principal and placed within the Schedule of Prices) they are deducted from the Tender Sum prior to evaluating each tender.

In this contract the value of Provisional Sums is \$4,000.00 for sediment control.

The "Two envelope process" as described in Section 2.7 of the above manual was followed. Under this method, only the first tender envelope is opened and the non-price attributes evaluated for all tenders before the second envelope containing the tender price is opened, and the tender prices duly included in the evaluation.

A summary of the evaluation results is shown in Table 2:

OPTION 1

Tender Evaluation	Attributes	Exper.	Track Record	Tech Skills	Re-source	Man-agement	Method	Price	Total Weight
Tenderer	Weight	5	5	5	5	5	5	70	100
	Tenders Sum	Grades							Index
Works Infrastructure Ltd	\$831,610.00	68	55	70	73	65	80	51	56
Roadstone Construction Ltd	\$841,831.50	60	62	60	55	65	65	49	53
Median Tender Price	\$836,720.75								

Table 2 - Summary of Tender Evaluation for Option 1

OPTION 2

Tender Evaluation	Attributes	Exper.	Track Record	Tech Skills	Re-source	Man-agement	Method	Price	Total Weight
Tenderer	Weight	5	5	5	5	5	5	70	100
	Tenders Sum	Grades							Index
Works Infrastructure Ltd	\$808,840.00	68	55	70	73	65	80	50	56
Roadstone Construction Ltd	\$816,205.50	60	62	60	55	65	65	50	53
Median Tender Price	\$812,522.75								

Table 2 - Summary of Tender Evaluation for Option 2

OPTION 3

Tender Evaluation	Attributes	Exper.	Track Record	Tech Skills	Re-source	Man-agement	Method	Price	Total Weight
Tenderer	Weight	5	5	5	5	5	5	70	100
	Tenders Sum	Grades							Index
Works Infrastructure Ltd	\$744,540.00	68	55	70	73	65	80	49	55
Roadstone Construction Ltd	\$729,637.50	60	62	60	55	65	65	51	54
Median Tender Price	\$737,088.75								

Table 2 - Summary of Tender Evaluation for Option 3

OPTION 4

Tender Evaluation	Attributes	Exper.	Track Record	Tech Skills	Re-source	Man-agement	Method	Price	Total Weight
Tenderer	Weight	5	5	5	5	5	5	70	100
	Tender Sum	Grades							Index
Works Infrastructure Ltd	\$721,770.00	68	55	70	73	65	80	49	55
Roadstone Construction Ltd	\$704,011.50	60	62	60	55	65	65	51	54
Median Tender Price	\$712,890.75								

Table 2 - Summary of Tender Evaluation for Option 4

The largest difference in the attributes was given in the resources. Works Infrastructure provided a project specific plant and material suppliers including their own soils testing laboratory where Roadstone Construction supplied the company plant list. The only other attribute with a sizable difference was in the Methodology. Works Infrastructure provided a detailed methodology showing a lot of thought and planning where Roadstone provided a generalised methodology.

The estimated prices before tendering are lower than the prices received. The reason for this is that a large stormwater control system is required as part of the North Candia project. The small stream that presently exists under the rail line is to be piped into the stormwater system. This stormwater system will cost about \$135,000.00. Earthworks cost were under-estimated by about \$55,000.00 due to the stormwater complexity. No other individual cost stood out from the estimated values. A small general cost increase over a number of items has also resulted in the overall cost increase in the tender.

CREDIT CHECK

A credit check on Works Infrastructure Limited dated 18 July 2002 revealed some adverse information. This has been brought to the attention of the General Manager, Works Infrastructure Limited who has submitted written confirmation that the financial status of the company is secure and that Works Infrastructure Limited have nett assets sufficient to cover all costs associated with the running of this contract.

SUMMARY

The results of the tender evaluation as summarised in Table 2 shows that the tender submitted by Works Infrastructure Limited. achieved the highest index on all options (i.e. 56 on option 1, 56 on Option 2, 55 on option 3 and 55 on option 4). Works Infrastructure's tender is the lowest priced tender for option 1 and option 2 but is the second lowest priced tender for option 3 and option 4.

This work is Transfund subsidised. Transfund have a requirement that the tender receiving the highest index is to be awarded the tender.

This tender has a 60 days validity period, which expires on 27 December 2002.

As part of City Services vision “Quality and Health and Safety is not negotiable” all contractors have had this focus clearly reinforced through the contract documents and this will be strongly reiterated at the subsequent pre-start meeting and imposed during the contract period.

JOB COSTS

	Option 1 Excl. GST	Option 2 Excl. GST	Option 3 Excl. GST	Option 4 Excl. GST
Tender sum - Works Infrastructure	\$ 835,610.00	\$ 812,840.00	\$ 748,540.00	\$ 725,770.00
Contingency	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00
Engineering & Supervision	\$ 31,813.00	\$ 31,813.00	\$ 31,813.00	\$ 31,813.00
Services, Consents and Tranz Tail Permit	\$ 28,500.00	\$ 28,500.00	\$ 28,500.00	\$ 28,500.00
Total Job Cost	\$ 965,923.00	\$ 943,153.00	\$ 878,853.00	\$ 856,083.00

SOURCE OF FUNDING

Budget Description (from Annual Budget line item)	Codes	Budget	Committed to Other Projects	Allocation to This Project	Unallocated Balance
Candia North Candia Link	75-9810-41350	\$706,730.00	\$ 0.00	\$706,730.00	\$ 0.00
Contributions to developers	85-9815-62230	\$206,270.00	\$ 40,000	\$ 37,600.00	\$128,670.00
Footpath Renewals	75-9861-24680	\$490,000.00	\$482,000.00	\$ 8,000.00	\$ 0.00
Street Trees Revised Program	75-9825-43760	\$ 50,000.00	\$ 43,500.00	\$ 6,500.00	\$ 0.00
TOTAL				\$758,830.00	

It should be noted that an application has been made to the Finance and Operational Performance Committee meeting on the 12 December 2002 for additional funding for this project. Depending on funding made available by that Committee only one of the options (i.e. Option 1, 2, 3 or 4) will be recommended. At present the recommendation contains all four of the option recommendations.

RECOMMENDATIONS

1. That the information be received.
2. That the tender Option 1 from Works Infrastructure Limited for Contract Number TA0517B and Contract Name; North Candia - South Candia Link in the sum of \$835,610.00 plus \$ 104,451.25 GST, totalling \$ 940,061.25 be accepted.

OR

That the tender Option 2 from Works Infrastructure Limited for Contract Number TA0517B and Contract Name; North Candia - South Candia Link in the sum of \$812,840.00 plus \$ 101,605.00 GST, totalling \$ 914,445.00 be accepted.

OR

That the tender Option 3 from Works Infrastructure Limited for Contract Number TA0517B and Contract Name; North Candia - South Candia Link in the sum of \$748,540.00 plus \$ 93,567.50 GST, totalling \$ 842,107.50 be accepted.

OR

That the tender Option 4 from Works Infrastructure Limited for Contract Number TA0517B and Contract Name; North Candia - South Candia Link in the sum of \$725,770.00 plus \$ 90,741.25 GST, totalling \$ 816,491.25 be accepted.

4. That Option 3 or Option 4 of the tender for Contract Number TA0517B and Contract Name; North Candia - South Candia Link 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.
5. That authority to enter into Contract Number TA0517B and Contract Name; North Candia - South Candia Link on behalf of Council be delegated to the Director: City Services.

Report prepared by: Edwin Dearham, Principal Transport Engineer.



9 ENVIRONMENTAL WEED CONTROL PK 02523C

PURPOSE OF THE REPORT

The purpose of this report is to seek approval to award Contract PK 02523C - Environmental Weed Control.

BACKGROUND

This work is being commissioned to meet objectives of the Waitakere City Council's Weed Strategy, which fits within Waitakere City Council's strategic framework as a mechanism to support the objectives of the Green Network Strategic Direction. This work is part of the five-year weed management strategy for selected high priority reserves in Waitakere City. Waitakere City Council therefore seeks a fixed fee proposal for undertaking environmental weed control in nominated reserves in Waitakere City.

SCOPE OF WORK

The scope of work in this contract involves the control and removal of listed environmental weeds in the following reserves:

- Te Atatu Peninsula including Spinnaker Strand, Kelvin Strand, Dawnhaven Esplanade, Chapman Strand (9.66 ha);
- Kowhai Wetland including Kowhai Park, Wirihanga Park, Kaurimu Park, Konini Reserve, Shays Reserve (7.85 ha);
- Henderson Creek including Henderson Creek Esplanade Reserve, Flanshaw Esplanade Reserve, Sherwood Park, Colletta Esplanade, Epping Esplanade, Chilcott Brae, Tui Glen Reserve, Tui Glen Esplanade, Cranwell Park, Falls Park, Cranwell Esplanade (31.09 ha);

- Avondale Stream including Shadbolt Park, Olympic Park (13.41 ha);
- Opanuku Stream including Opanuku Reserve, Henderson Park, Shona Reserve, Vintage Reserve, Plumber Domain, Opanuku Stream Reserve, Border Road Esplanade Reserve, Palomino Reserve, Henderson Valley Park (79.79 ha);
- Waitakere Quarry (40.47 ha);
- Manutewhau Stream including Moire Park, West Harbour Esplanade, Manutewhau Walk, Manutewhau Reserve (50.01 ha);
- Te Henga including Te Henga Park, Tasman View Esplanade (60.75 ha);
- Kay Road Closed Balefill (50.84 ha).

TENDERS RECEIVED

This contract was initially tendered and closed on Tuesday, 29 October 2002. However, the tenders received exceeded the available budget, therefore it was necessary to reject all tenders. The contract was re-tendered with an amended Scope of Works to the two companies that submitted tenders for the initial contract. Both of these companies re-submitted tenders

Two tenders were received for the re-tendered contract by the closing date of 22 November 2002. These are summarised in Table 1 below:

		TENDER PRICE (excl. GST)
TENDERER	REG OFFICE	Environmental Weed Control
Weedfree Waitakere Trust	New Lynn	\$158,057.15
Recreational Turf Services	Takapuna	\$204,431.86
Pre-tender contract engineers estimate		\$150,000.00

Table 1 - Summary of Tender Prices

TENDER EVALUATION

In accordance with the conditions of tendering, tenders were evaluated in line with the Weighted Attribute Method contained in Transfund New Zealand's "Competitive Pricing Procedures Manual".

Tender Evaluation	Attributes	Exper.	Track Record	Tech. Skill	Resour.	Manag. Skill	Method.	Price	Contract Number PK 02523C
		Weights	5	5	5	5	5	5	70
Tenderer	Tender Sum	Grades							INDEX
Weedfree Waitakere Trust	\$158,057.15	75	65	65	75	65	70	63	65
Recreational Turf Services	\$204,431.86	80	80	75	55	75	70	37	48
Med.n Tender Price	\$181,244.51								

Table 2 - Summary of Tender Evaluation

Although Weedfree Waitakere Trust scores lower on experience, track record and technical skill, staff are satisfied they have the ability to carry out the work.

TAGS, ERRORS OR OMISSIONS

There were no tags errors or omissions.

CREDIT CHECK

A credit check dated 24 October 2002 revealed no adverse information.

SUMMARY

The results of the tender evaluation as summarised in Table 2 shows that the tender submitted by Weedfree Waitakere Trust achieved the highest index of 65.

As part of City Services vision "Quality and Health and Safety is not negotiable" all contractors have had this focus clearly reinforced through the contract documents and this will be strongly reiterated at the subsequent pre-start meeting and imposed during the contract period.

JOB COSTS

	<u>EXCL. GST</u>
Tender sum - Weedfree Waitakere Trust	\$158,057.15
Contingency	\$ 15,805.72
Engineering & Supervision	\$ 32,800.00

Total Job Cost	\$206,662.87

SOURCE OF FUNDING

Budget Description (from Annual Budget line item)	Codes	Budget	Committed to Other Projects	Allocation to This Project	Unallocated Balance
Parks Pest & Weed Control Management	46-7614-27110-	\$465,500.00	258,837.13	206,662.87	Nil

RECOMMENDATIONS

1. That the information be received.
2. That the tender from Weedfree Waitakere Trust for Contract PK 02523C - Environmental Weed Control in the sum of \$158,057.15 plus \$19,757.14 GST, totalling \$177,814.29 be accepted.
3. That authority to enter into Contract PK 02523C - Environmental Weed Control on behalf of Council be delegated to Director: City Services.

Report prepared by: Jacki Byrd, Parks & Community Projects Co-ordinator.



10 AQ01003C AQUATIC CENTRE MAINTENANCE SHUTDOWN - TILING

This report was not available at the time of printing the agenda and will be circulated separately.



11 AQ01003H AQUATIC CENTRE MAINTENANCE SHUTDOWN - ACOUSTIC CEILING TREATMENT

This report was not available at the time of printing the agenda and will be circulated separately.



12 PARKS MAINTENANCE CONTRACT

This report was not available at the time of printing the agenda and will be circulated separately.



13 REGISTRATION OF INTEREST FOR CONTRACT PK03600F - CEMETERY LANDSCAPE MAINTENANCE CONTRACT

This report was not available at the time of printing the agenda and will be circulated separately.



14 REGISTRATION OF INTEREST FOR CONTRACT PK03600B - PARKS LANDSCAPE SOUTH MAINTENANCE CONTRACT

This report was not available at the time of printing the agenda and will be circulated separately.



15 **REGISTRATION OF INTEREST FOR CONTRACT PK03600H - CITY PARKS RESPONSE & MINOR WORKS CONTRACT**

This report was not available at the time of printing the agenda and will be circulated separately.



16 **REGISTRATION OF INTEREST FOR CONTRACT PK03600C - CITY SPORTS FACILITIES MAINTENANCE**

This report was not available at the time of printing the agenda and will be circulated separately.



17 **CIVIC FUTURE IMPLEMENTATION - ARCHITECTURAL & PROJECT MANAGEMENT CONTRACTS**

This report was not available at the time of printing the agenda and will be circulated separately.

