

**AGENDA FOR A MEETING OF THE TENDERS SUBCOMMITTEE TO BE HELD AT
WAITAKERE CENTRAL, 6 HENDERSON VALLEY ROAD, HENDERSON,
WAITAKERE, ON FRIDAY, 22 AUGUST 2008,
COMMENCING AT 9.00 AM.**

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1 APOLOGIES



2 URGENT BUSINESS

Section 46A(7) of the Local Government Official Information 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 Committee by resolution so decides; and
- (ii) the Chairman has explained at the beginning of the meeting (when open to the public) that the item will be raised for discussion and decision, why the item is not on the agenda, and why it cannot be delayed until a subsequent meeting.

The Committee may make a decision on a matter determined to be urgent.

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



3 CONFLICTS OF INTEREST

The Council has acknowledged in its Code of Conduct that Elected Members need to be vigilant to stand aside from decision making when a conflict arises between their role as a member of the Council and any private or other external interest they might have. This note is provided as a reminder to members to check that no such conflicts arise in relation to any items on this agenda.



4 CONFIRMATION OF MINUTES

Meeting Minutes – Friday, 8 August 2008

RECOMMENDATION

It is recommended that the Tenders Subcommittee resolve to:

Receive the minutes of the meeting of the Tenders Subcommittee held on Friday, 8 August 2008, as circulated, and that they be taken as read and now be confirmed.



5 CONTRACT NO. CCIM70302A – WORK FORCE MANAGEMENT SYSTEM

GLOSSARY

Work Force Management System	(WFM System)
Request For Proposal	(RFP)

EXECUTIVE SUMMARY

The purpose of this report is to seek approval from the Tenders Subcommittee to award Contract No. CCIM70302A – Work Force Management System (WFM System) for the Council's Call Centre.

RECOMMENDATIONS

1. **Receive** the Contract No. CCIM070302A – Work Force Management System report.
2. **Approve** that the tender from Zintel Group Limited for Contract No. CCIM070302A – Work Force Management System for the acquisition of a Work Force Management System in the sum of \$67,679 plus GST, and for the ongoing annual support costs in the sum of \$8,492 plus GST, be accepted.
3. **Approve** that authority to enter into Contract No. CCIM070302A – Work Force Management System on behalf of Council be delegated to the Director: Corporate and Business Services.

BACKGROUND

1. When the Council upgraded its telephony systems in 2006, it was planned to introduce a WFM System into the Call Centre to provide a tool that would accurately forecast calls, based upon historical data, and would optimise resource scheduling to meet service standards and therefore better match resources to workloads. The WFM System was subsequently removed from the telephony system scope of the 2006 project because of resourcing and timing issues. A business case has now been developed showing a net cost savings of \$102,500 over the next three (3) years. The project has been endorsed by the Information Management Advisory Group.
2. A WFM System is now considered an essential tool for efficiently managing call centres. Both Auckland Regional Council and North Shore City have recently purchased the WFM System recommended in this report.

SCOPE OF WORK

3. The contract comprises:
 - a) Procurement of the software system and licenses for the WFM System.
 - b) Implementation of the system and training of Call Centre staff.
 - c) Provision of ongoing support of the WFM System.

TENDERS RECEIVED

4. After surveying local government and private sector call centres it was found that only, two (2) companies could meet the functionality and ongoing support criteria for such a tender. The two (2) companies were invited to submit proposals and two (2) tenders were received by the closing date of 3 June 2008. These are summarised in Table 1 below:

VENDOR	REG OFFICE	TENDER PRICE (Licenses and installation) (excl. GST)	ANNUAL SUPPORT (excl. GST)
Zintel Group Limited	Freemans Bay	\$67,679	\$8,492
Agile Systems / Zeacom Limited	Mairangi Bay	\$112,530	\$4,266

Table 1 - Summary of Request For Proposal (RFP) responses

TENDER EVALUATION

5. The evaluation process involved an assessment of the written RFP responses against predefined weighted criteria.

Tender Evaluation	Attributes		Functionality	Technical	Implementation	Experience	Price	Contract Number CCIM70302A
								Total Weights
	Weights		30	25	20	5	20	100
Tenderer	Tender Sum		Grades					Index
	Procurement	Annual Support						
Zintel Group Limited	\$67,679	\$8,492	26.76	7.51	7.63	1.42	17.84	61.16%
Agile Systems/ Zeacom Ltd	\$112,530	\$4,266	25.54	6.04	5.36	1.06	17.03	55.03%
Average Price	\$90,104	\$6,397						

6. The evaluation team weighted the non-price attributes higher than the price attributes as it deemed them to be significant and needed to have a critical influence on the final decision. The final result of the evaluation is that the lower priced tender was selected.
7. Zintel Group Limited is a publicly listed New Zealand company. It has a strong track record in the supply of WFM Systems. Auckland Regional Council and Mighty River Power have recently implemented the Zintel Group Limited product. North Shore City has recently announced the procurement of the product from Zintel Group Limited.

TAGS, ERRORS OR OMISSIONS

8. The tenders from Zintel Group Limited and Agile Systems / Zeacom Ltd dated 3 June 2008 contained no tags, errors or omissions.

CREDIT CHECK

9. A credit check on Zintel Group Limited dated 14 July 2008 revealed no adverse information.

JOB COSTS

10. Excl GST

WFM System Implementation

Core licenses (58 CSRs)
Zintel \$46,679

Implementation and
Training – Vendor charge
(Zintel Group Limited) \$21,000

Tender Sum \$67,679

Contingency \$10,000

Project costs \$52,300

Total Job Cost \$129,979

Annual support charges \$8,492

SOURCE OF FUNDING

11. The value of this contract is \$67,679 plus GST for procurement and \$8,492 per annum ongoing support charges. The funding is provided in the 2008/2009 Annual Plan for the total Job Costs and the ongoing annual support charges will be provided in the 2009-2019 Long Term Council Community Plan.

IMPLEMENTATION ISSUES

12. There are no implementation issues with this contract.

Report prepared by: Mark Scott, Business Solutions Manager: Information Management.



6 CONTRACT NO. EW08049A - FLOW & RAINFALL MONITORING PROGRAMME

GLOSSARY

Waitakere City Council (Council)
Auckland Regional Council (ARC)

EXECUTIVE SUMMARY

The purpose of this report is to seek approval from the Tenders Subcommittee to enter into negotiations with the Auckland Regional Council (ARC) as a preferred supplier to provide consultant support for Waitakere City Council's (Council) flow & rainfall programme for 2008/2009 and to extend the contract beyond 30 June 2009 on an annual basis until 30 June 2011. This work is similar to that undertaken during the 2007/2008 financial year.

RECOMMENDATIONS

It is recommended that the Tenders Subcommittee resolve to:

1. **Receive** the Contract No. EW08049A - Flow & Rainfall Monitoring Programme report.
2. **Approve** that the Group Manager: Asset Management be given authority to enter into negotiations with Auckland Regional Council on the basis of a preferred supplier for Contract No. EW08049A - Flow and Rainfall Monitoring Programme 2008/2009.
3. **Approve** that the outcome of the negotiations process with Auckland Regional Council for the Contract No. EW08049A - Flow and Rainfall Monitoring Programme 2008/2009 be reported back to the Tenders Subcommittee for approval to award a contract for 2008/2009 with the provision to extend beyond 30 June 2009 on an annual basis until 30 June 2011.

BACKGROUND

1. Continuous rainfall records are necessary in order to provide a long term database from which meaningful statistics can be derived. These records should also satisfy the day to day needs in relation to the operation and performance of stormwater, wastewater and river systems within the City. The rainfall distribution within the City is highly variable and whereas some trends may exist, the distribution can differ from one rainstorm to another.
2. There are twenty-two (22) rainfall stations in the Waitakere area of which nineteen (19) are owned by Council and three (3) by the ARC. The age of the stations varies from Whenuapai (ARC from 1924) to Piha in 2007. Most of the other stations were installed in the 1990's. Seven (7) stations have real time control where data is available on telemetry for action during high rainfall and flooding events.
3. The data from all the stations are archived in Hydsys software at the ARC. This process is very satisfactory and has been operational for the past fifteen (15) years. Council staff and any external consultants can obtain all rainfall data from the ARC at very short notice.
4. The maintenance and data collection from rainfall stations was done by various consultants up to the year 2006/2007. This contract was competitively tendered in July 2007 and the Hydrological Division of ARC was the successful tenderer.
5. The Hydrological Division of the ARC is managing a river flow gauging project for Council. This includes eight (8) permanent flow gauges where water, level flow and velocity are monitored on a real time basis. Data is available on telemetry and alarms are sent to Council staff and the contractor. This work is very similar to maintenance of rainfall stations. The ARC also maintains a rainfall network in the Auckland region and the ARC telemetry system is specialised for flow and rainfall data management. Another advantage is that equipment could be standardised thus preventing delays in repair/replacement of instruments and data loggers.

SCOPE OF WORK

6. The Scope of Work includes the following:

Rainfall & Flow Gauge Stations

Field Operations

7. Six (6) weekly servicing including the storage gauge, tipping bucket sensor, primary and backup data loggers. Minor site maintenance as required, including cutting grass monthly at all sites not mowed under separate mowing contract. Field calibration of tipping bucket sensors to be undertaken annually, with additional calibration at those sites where it may be required. A provisional cost item is included to cover the costs to replace and supply new batteries and other miscellaneous materials (as approved by the Engineer). The rating curves at all permanent flow gauges to be updated during high rainfall events.

Data Processing

8. Routine processing, editing and archiving of data in Hydsys. To maintain individual files of both uncorrected and corrected data. Updating of text files relating to processing, together with the 'comments' file. Other work related to the management of the database, including backing up. All data processing files and work sheets to be provided to Council on a monthly basis.

Alarms & Telemetry

9. To provide real time alarms to Council and nominated contractors staff as e-mail and text messages to cell phones. Real time data to be transferred to the Council's telemetry system as well to make all data available on the ARC website with password access for Council staff.

Reporting - Monthly

10. The monthly report is to include a brief comment and evaluation of the month's rainfall, comparison with long term rainfall, and presentation of maximum rainfall depths. EcoWater to confirm format of report. In addition, reporting will include preparation and submission to EcoWater of the following for each rainfall station: tabular and graphical output including hourly, daily, and maximum rainfall depths for selected durations; text files of hourly data, Hydsys files of all processed and filed data for the month, including all raw data files. Also arrange for the transfer of filed data to the ARC in Hydsys compatible format. A similar three (3) monthly report to be provided for the flow gauging stations.

11. Tabular output of data is to be sent to two property owners at Forrest Hill and Opanuku Road sites.

Reporting - Annual

12. Reporting to include preparation and submission of a full descriptive report on the years (ending 30 June) flow/rainfall data gathering, processing and archiving. Standard summaries associated with data processing, together with compilation and presentation of statistics should be included. An Executive Summary should include pertinent statistics related to the previous calendar year and to the financial year ended. Pertinent statistics involve a comparison at the Keeling Road site and Anawhata Junction site.

CONTRACTOR'S PERFORMANCE

13. The performance of the ARC in managing the maintenance of the rainfall stations for the past twelve (12) months was very satisfactory. They have provided valuable input in standardising and upgrading of equipment as well as technology to provide real time data from all stations.
14. ARC Hydrological Division has ISO 9001 certification for hydrological data management and this provides an assurance on the quality of data management.
15. The consultant has provided excellent customer service in dealing with property owners of sites.
16. The consultant has complied with health, safety and quality standards of Council.

TENDER EVALUATION

17. It is Council's policy when procuring goods, works or services to:
 - Achieve the right outcomes and best value for money for its ratepayers and citizens;
 - Manage risk while allowing staff to exercise business judgement and be innovative;
 - Be able to demonstrate fairness; and
 - Reflect best management practice which includes:
 - (i) Value for money, competitive prices and cost controls;
 - (ii) Timeliness;
 - (iii) Technical standards of workmanship, physical quality and performance;
 - (iv) Increase staff effectiveness and efficiency in the management of tenders and contracts;
 - (v) Avoidance of legal actions or disputes; and
 - (vi) Meeting all corporate, political, legal and other obligations (e.g. health and safety).
18. The reliability of rainfall and flow gauging information is extremely important for managing the stormwater system in the City. The data processing and reporting of rainfall information is standardised and the common software used in Australia and New Zealand is Hydsys. It is not cost effective for Council to purchase and train staff to maintain this service. The ARC had been providing the service satisfactorily for nearly 10 years.
19. The instrumentation of flow and rainfall stations is specialised with various products in the market. Standardisation of equipment, routine calibration and holding of spares is important for the reliability of the system. ARC has a large number of rainfall and flow gauging stations in the Auckland region and it is cost effective for Council to engage their services. ARC also has ISO 9001 certification for hydrological work. The option of competitively tendering for this service would create a situation where the equipment and methodology need to be changed on an annual basis.
20. By providing a three (3) year contract, ARC would be able to resource better to provide a long term cost effective service in standardisation of instruments and reporting systems.

21. The reasons for not publicly tendering this proposed contract are as follows:
- In the current market there is a shortage of companies who can complete this work to the desired level and value for money and it is unlikely a better outcome could be achieved for either cost or quality by publicly tendering the work. It is hoped that this shortage will be resolved in future years as new contractors enter the market; and
 - It is considered that the proposed negotiation process will demonstrate value for money.
 - It is in the best interests of Council to retain the ARC as a specialist provider of these services for the reasons outlined above.
22. Any procurement option adopted must be consistent with these principles and it is considered that these principles have been met.

CREDIT CHECK

23. A credit check on the ARC is not considered necessary.

JOB COSTS

24. It is proposed to enter into negotiations with the ARC for work similar to the work carried out by them since 2005/2006. The negotiations over cost will be based on the rates used in the 2007/2008 contract.

SOURCE OF FUNDING

25. Funding of \$80,000 (maximum estimated) will be sourced from the Stormwater Network Modelling budget for the 2008/2009 financial year and from this programme's budget for subsequent years if the contract is extended beyond 2008/2009.

IMPLEMENTATION ISSUES

26. In terms of Council's Procurement Policy, the procurement option recommended is consistent with the principles of the policy.

Report prepared by: Richard Taylor, Manager Assets & Networks, EcoWater.



7 CONTRACT NO. EW0615A - PROJECT TWIN STREAMS GLEN EDEN COMMUNITY CONTRACT

EXECUTIVE SUMMARY

The purpose of this report is to obtain approval from the Tenders Subcommittee to enter into the third year of a three (3) year contract with EcoMatters Environment Trust for the Project Twin Streams Glen Eden Community Contract.

RECOMMENDATIONS

It is recommended that the Tenders Subcommittee resolve to:

1. **Receive** the Contract No. EW0615A - Project Twin Streams Glen Eden Community Contract report.

2. **Approve** the renewal of Contract No. EW0615A - Project Twin Streams Glen Eden Community Contract as awarded to Ecomatters Environment Trust for the period 1 September 2008 to 30 June 2009.
3. **Approve** that the authority to extend Contract No. EW0615A - Project Twin Streams Glen Eden Community Contract for the period 1 September 2008 to 30 June 2009 on behalf of Council be delegated to the Group Manager: Asset Management.

BACKGROUND

1. On 14 July 2006, the Tenders Subcommittee passed the following resolution with regard to the Project Twin Streams Glen Eden Community Contract:
 2. *That the negotiated contract in the sum of \$420,000 plus \$52,500 GST totalling \$472,00 over three years with EcoMatters Environment Trust for the Project Twin Streams Glen Eden Community Contract be accepted.*
 3. *That the commitment to the 2007/2008 year of the Long Term Council Community Plan for the Project Twin Streams Glen Eden Community Contract of \$140,000, plus \$17,500 GST totalling \$157,500 be approved.*
 4. *That the commitment to the 2008/2009 year of the Long Term Council Community Plan for the Project Twin Streams Glen Eden Community Contract of \$140,000, plus \$17,500 GST totalling \$157,500 be approved.*
 5. *That the authority to enter into the Project Twin Streams Glen Eden Community Contract on behalf of Council be delegated to the Group Manager: Asset Management.*
 6. *That the renewal for the Project Twin Stream Glen Eden Community Contract for the periods 2007/2008 and 2008/2009 financial years be reported back to the Tenders Subcommittee for approval.*

(1385/2006)

DECISION MAKING

2. Contract No. EW0615A - Project Twin Streams Glen Eden Community Contract is a three (3) year contract with an expiry date of 30 June 2009.
3. EcoMatters Environment Trust is fully committed to carrying out the third year of this contract.

CONTRACTOR'S PERFORMANCE

4. EcoMatters Environment Trust has met their contract deliverables (planting, maintenance, community liaison and engagement, and developing 'community friendly' educational resources) for the second year of the Project Twin Streams Glen Eden Community Contract. The contract is being delivered in collaboration with Glen Eden Primary School and works closely with all the schools in the area. As a result a number of schools have incorporated work on Project Twin Streams into their school curriculum.

5. They have established good relationships with their community as exemplified by excellent community participation at public planting days and twelve (12) community groups and organisations involved in regular restoration and maintenance work on the Waikumete stream. Sites for planting have been identified and prepared to ensure the planting targets for the 2008 and 2009 planting season can be achieved.

RESOURCES

6. Resources of \$140,000 plus GST are provided for in the 2008/2009 Annual Plan.

SOURCE OF FUNDING

7. The cost of this contract will be \$115,000 plus GST. Funding has been provided for this item in the 2008/2009 Annual Plan for Project Twin Streams.
8. The engagement of community organisations to achieve the outcomes and deliverables of Project Twin Streams is a direct cost associated to the project and as such is fully claimable against the Auckland Regional Holdings (formerly Infrastructure Auckland) grant.

IMPLEMENTATION ISSUES

9. There are no implementation issues arising from this report.

Report prepared by: Meredith Youngson, Social Programme Coordinator, Project Twin Streams.



8 TRAFFIC MANAGEMENT UNIT – INTEGRATED TRAFFIC MANAGEMENT SERVICES 2008/2009

GLOSSARY

Waitakere City Council	(WCC)
Traffic Management Unit	(TMU)
Closed Circuit Television	(CCTV)
Road Assessment and Maintenance Management	(RAMM)
Sydney Co-ordinated Adaptive Traffic System	(SCATS)

EXECUTIVE SUMMARY

The purpose of this report is to seek approval from the Tenders Subcommittee to implement the 2008/2009 Annual Plan budget for the Integrated Traffic Management services provided by the Traffic Management Unit.

RECOMMENDATIONS

It is recommended that the Tenders Subcommittee resolve to:

1. **Receive** the Traffic Management Unit – Integrated Traffic Management Services 2008/2009 report.

2. **Approve** that the 2008/2009 Service Level Agreement for the Integrated Traffic Management services provided by Transit New Zealand on behalf of the Traffic Management Unit in the sum of \$1,040,000 plus \$130,000 GST, totalling \$1,170,000 be accepted.
3. **Approve** that authority to sign the 2008/2009 Service Level Agreement with Transit New Zealand on behalf of the Traffic Management Unit for Integrated Traffic Management services, be delegated to the Group Manager: Asset Management.

BACKGROUND

Regional Land Transport Strategy 2003

1. Policy 3.2, of the approved Regional Land Transport Strategy 2003, deals with improving the management of roads, in particular Policy 3.3.2 requires Auckland City, North Shore City, Manukau City, Waitakere City, Transit New Zealand and the Auckland Regional Council to work cooperatively to:

‘Continue to develop and implement an Integrated Traffic Management System to optimise the safety, operational efficiency, and asset management of the network in the region. This includes establishing a Traffic Management Unit to manage the metropolitan network under agreements with the participating authorities’.

2. The approval of the Service Level Agreement will be a major step forward in the realisation of approved regional policy for integrated traffic management.

Memorandum of Understanding

3. A report *‘Integrated Traffic Management for the Auckland Metropolitan Area: Memorandum of Understanding for Participants’* was considered by the Finance and Operational Performance Committee on 12 December 2002, and the Committee resolved:

“1. That the information be received and that the Finance and Operational Performance Committee congratulates the Working Group and the Chief Executives on completing the Memorandum of Understanding for Integrated Traffic Management in the Auckland Region.”

3616/2002

Traffic Management Unit

4. The regional Traffic Management Unit (TMU) was established on October 2003, following the signing of a Services Level Agreement by the Chief Executives of the Auckland Territorial Authorities and Transit New Zealand.
5. The TMU is to take regional responsibility for traffic signal operation (including surveillance, co-ordination, bus-priorities and messaging), maintenance, and development, and related traffic management functions. The TMU will be housed, staffed, and managed by Transit New Zealand on behalf of all participants.
6. The levels of services to be achieved are set annually by agreement with each participant, and have to be one-to-one correspondence with the agreed annual budgets.

Service Delivery

7. The TMU will provide service limited to annual budgets and as defined in the Service Level Agreement between Waitakere City Council (WCC) and Transit New Zealand. The provided service includes the following:
- Upgrade, renew and maintain 59 sets of traffic signals;
 - Install new Closed Circuit Television (CCTV) cameras and maintain existing 12 CCTV cameras;
 - Provide contract management and onsite supervision of traffic signals and CCTV cameras components;
 - Provide traffic flow management at signalised intersections;
 - Provide Sydney Co-ordinated Adaptive Traffic System (SCATS) operations and technical support;
 - Provide asset management of traffic signals and CCTV cameras; and
 - Provide peer review services of new signal installations.

JOB COSTS

8. The job cost details are shown in Table 1 below:

WCC Service Level Agreement Items	2008/2009 Budgets
Physical works - traffic signals upgrade and renewals.	\$412,000
Physical works - traffic signals maintenance.	\$210,000
Physical works - CCTV upgrades and renewals.	\$60,000
Physical works - CCTV maintenance.	\$32,000
Contract Management - management of maintenance and renewal/upgrade programmes for traffic signal and CCTV cameras components.	\$60,000
Route optimisation studies and implementations.	\$66,000
Traffic flow management at signalised intersections includes congestion monitoring and onsite monitoring of signals both planned and reactionary.	\$94,194
Network Operations - SCATS monitoring, software development, implementation and management. Public and media communication of traffic conditions. Service request status.	\$46,402
Asset Management - RAMM data updating and analysis. Prepare Annual Plans and develop a 10 year work programme.	\$18,207
Peer review services of proposed new signal installations.	\$8,780
TMU administration, financial management and reporting to WCC.	\$13,317
License fees for RAMM and SCATS software.	\$19,100
Total (excl. GST)	\$1,040,000

Table 1 – Job cost details

9. Table 1 shows the proposed job costs for the 2008/2009 financial year. The works are defined in the Service Level Agreement between WCC and Transit New Zealand. The proposed job costs are based on a shared percentage of traffic signals in the Auckland region. WCC has 59 sets of traffic signals which equates to 8.41% of regional traffic signals cost.

SOURCE OF FUNDING

10. Source of funding is shown in Table 2 below:

Budget Description (from Annual Budget line item)	Codes	Budget	Committed to Other Projects	Allocation to This Project	Unallocated Balance
Professional Services - Traffic Facilities	5940	\$300,000	\$125,000	\$175,000	Nil
Signals	5990	\$380,000	\$150,000	\$230,000	Nil
CCTV	6010	\$44,000	\$12,000	\$32,000	Nil
Traffic Facilities Renewals	8AMTA-07-009	\$585,000	\$108,000	\$477,000	Nil
SCATS & CCTV - optimisation	8AMTA-07-042	\$126,000	0	\$126,000	Nil
Total				\$1,040,000	

Table 2 – Funding source for the 2008/2009 financial year.

IMPLEMENTATION ISSUES

11. There are no expected implementation issues with this contract.

Report prepared by: Vinh Bui, Senior Transport Engineer: Transport Assets.



9 CONTRACT NO. TA07080A WAITAKERE CENTRAL CITY TRAFFIC MODELLING

EXECUTIVE SUMMARY

The purpose of this report is to seek approval from the Tenders Subcommittee to award Contract No. TA07080A Waitakere Central City Traffic Modelling.

RECOMMENDATIONS

It is recommended that the Tenders Subcommittee resolve to:

1. **Receive** the Contract No. TA07080A Waitakere Central City Traffic Modelling report.
2. **Approve** that the tender from Baseplus Limited for Contract No. TA07080A Waitakere Central City Traffic Modelling in the sum of \$251,820.30 plus \$31,477.55 GST, totalling \$283,297.84 be accepted.
3. **Approve** that authority to enter Contract No. TA07080A Waitakere Central City Traffic Modelling on behalf of Council be delegated to Group Manager: Asset Management.

BACKGROUND

1. In 2007 Council commissioned a scheme level investigation of the Lincoln Road Corridor. The analysis included PARAMICS micro-simulation using Council's EMME model's data and matrices. This modelling showed significant delays at the motorway interchange that did not appear realistic and that the limited area modelled prevented appropriate distribution, which would otherwise occur.

2. Recently Council has commissioned a similar study of the Te Atatu Road Corridor but did not include any PARAMICS modelling. This commission covers in addition to concept design an assessment into the feasibility of introducing bus/high occupancy vehicle lanes along this corridor. Council is to test these scenarios taking into account any possible diversion and interaction between the Te Atatu Road and Lincoln Road interchanges.

SCOPE OF WORK

3. Micro-simulation modelling is proposed as a method to deal with deficiencies in EMME traffic assignments stemming from traffic blocking intersections upstream from bottlenecks.
4. To illustrate, this occurs frequently in the morning traffic peak at the Te Atatu Road interchange, when access to the eastbound off-ramp is cut off by queuing from the eastbound on-ramps. In reality some traffic will leave the motorway at Lincoln Road rather than at Te Atatu Road; this traffic is then incorrectly assigned by EMME/2 to Te Atatu Road, as the queue blocks are not recognised.
5. Council believes this can be done through PARAMICS micro-simulation. PARAMICS provides for iterative assignment of demands to routes taking into account blockages as well as distances and travel times etc. Council has successfully commissioned quite large PARAMICS models and will therefore not accept any software other than PARAMICS for this contract.
6. If the study is confined to deal with interaction between these interchanges only, a suitable cordon for the micro-simulation must be selected:
 - To minimise the simulation model size but deal successfully with relevant bottlenecks
 - To show how Lincoln Road and Te Atatu Road operate in conjunction with the motorway under the following conditions:
 - Condition 1: Existing network for model validation, with sufficient network west of Lincoln Road to allow traffic distribution within the cordon.
 - Condition 2: Condition 1 with Universal Drive and Central Park Drive extensions, (a) with and (b) without ramp metering, at both Te Atatu Road and Lincoln Road interchanges.
 - Condition 3: Condition 2(a) with The Concourse / Central Park Drive link.
 - Condition 4: Condition 2(a) above with Te Atatu Peninsula connection at Selwood Road.
 - Condition 5: Condition 2(a) above with Te Atatu Peninsula connection at West Harbour.
 - Condition 6: Condition 2(a) above with bus/high occupancy vehicle lane on Te Atatu Road as determined by the current study; the simulation will include bus services specifically coded and to Council's requirements in terms of routes and frequencies for design years.
 - Condition 7: Condition 2(a) above with bus/high occupancy vehicle lane on Lincoln Road as determined by Option 3 of the recent study; the simulation will include bus services specifically coded and to Council's requirements in terms of routes and frequencies for design years.

7. The main objectives of this PARAMICS micro-simulation exercise are to establish realistically and compare.
8. The operational characteristics of the network within the cordon for the various conditions referred to above, also any variants that Council may specify as a result of the findings; in particular effects for the following are of primary interest:
 - Ramp metering;
 - Bus / high occupancy vehicle lanes;
 - Te Atatu Peninsula;
 - Central Park Drive Extension; and
 - Universal Drive Extension.

TENDERS RECEIVED

9. Tenders were publicly advertised with 13 sets of documents being uplifted. Four tenders were received by the closing date of 15 July 2008. These are summarised in Table 1 below:

TENDERER	REG OFFICE	TENDER PRICE (excl.GST)
Baseplus Limited	26-30 Prosford St, Ponsonby, Auckland	\$251,820.30
Traffic Design Group Limited	Level 1, 103 Carton Gore Road, Newmarket	\$264,800.00
Opus International	PO Box 5848, Auckland	\$414,941.00
Duffill Watts	Level 1, Bldg 8, Central Park Corp Centre, 666 Greatt South Road, Penrose	Disqualified
Pre-tender contract estimate		\$256,500.00

Table 1 - Summary of Tender Prices

TENDER EVALUATION

10. In accordance with the conditions of tendering, tenders were evaluated in line with the Weighted Attribute Method contained in Land Transport New Zealand's "Competitive Pricing Procedures Manual".
11. 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.
12. In this contract the value of Provisional Sums is \$40,000, thus the tender evaluation price is the tender price less this amount.
13. 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.

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

Tenderer	Attributes	Exp.	Record	Skill	Mangt.	Method	Price	INDEX
	Tender Sum	15	10	20	10	25	20	100
Baseplus Limited	211,820.30	82	80	83	60	83	52	74
Traffic Design Group Limited	224,800.00	72	76	75	78	76	47	70
Opus International	374,941.00	75	78	74	80	81	-12	60
Duffill Watts	Disqualified	35	72	48	63	50	-	Disqualified
Median Tender Price	216,500.00							

Table 2 - Summary of Tender Evaluation

15. Baseplus Limited ranked the highest in the index score and it's lowest in price. The company have a good track record and have significant experience in the type and magnitude of work involved in this contract. Baseplus Limited referees have confirmed that they are a cooperative consultant to work with and are proactive in finding solutions to problems encountered. The referees all recommended this consultant.
16. Duffill Watts was disqualified in the relevant experiences, because both the non pricing attributes and clarification letter did not provide adequate project evidence.

TAGS, ERRORS OR OMISSIONS

17. The tender from Baseplus Limited contained no tags or omissions.
18. There were two errors in Traffic Design Group's price; a provision sum of \$20,000 and no price for item 4.7.1, but were not investigated because they had no bearing on the outcome of the evaluation.

CREDIT CHECK

19. A credit check dated 1 August 2008 on Baseplus Limited revealed no adverse information.

JOB COSTS

20. Excl.GST		
Tender sum – Baseplus Limited		\$251,820.30
Contingency		\$25,179.70

Total Job Cost		\$277,000.00

SOURCE OF FUNDING

21. Source of funding is shown in Table 3 below:

Budget Description (from Annual Budget line item)	Codes	Budget	Committed to Other Projects	Allocation to This Project	Unallocated Balance
Lincoln Road Corridor	8AMTA-07-051	200,000	0	150,000	50,000
Te Atatu Road Corridor	8AMTA-07-054	888,584	0	127,000	761,584

Table 3 – Source of Funding

IMPLEMENTATION ISSUES

22. The results of the tender evaluation as summarised in Table 2 shows that the tender submitted by Baseplus Limited achieved the highest index of 74. This tender is also the lowest priced tender.

Report prepared by: Honwin Shen, Senior Transport Engineer: Data & Models.

