



NOTICE OF MEETING

TENDERS SUBCOMMITTEE

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

DATE: **Friday** **11 April 2003** **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.

Sharon Simiona

7 April 2003

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, 11 APRIL 2003,
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 - 4 April 2003

RECOMMENDATION

That the minutes of the Ordinary Meeting of the Tenders Subcommittee held on Friday, 4 April 2003, as circulated, be taken as read and now be confirmed.



4 INVITATION FOR CONTRACT PK 03600 J & K PARKS WEED CONTROL

PURPOSE OF THE REPORT

The purpose of this report is to seek approval to invite tenders from the highest ranked registrants for Contract PK03600 J & K Parks Weed Control and to tender for an initial contract period of two years, with a renewal period of a further 1+1+1 years, subject to the quality of the contractor's performance and at the discretion of the Council.

BACKGROUND

Waitakere City Council has adopted a Green Network programme, which aims to stop the degradation of our natural heritage. It encourages action to look after the city's valuable natural assets and allow streams, parks, patches of bush and forest to weave throughout the ranges, rural, urban and coastal areas. The Green Network will provide more places to play, connects people with the countryside, provides birds and other wildlife access to neighbourhoods and encourages them to make their home here in Waitakere City, and creates the infrastructure for a healthy natural environment throughout the city.

Two separate physical works weed control contracts are run by Council to manage the weed problem in the city which threatens Green Network goals.

The Parks Legal Weed Control Contract (PK03600J) meets the requirements detailed in the 2002 Auckland Regional Council Pest Management Strategy. The strategy requires landowners to control all containment plant pests whenever they appear on their land. Since the 1996/1997 financial year a comprehensive Woolly Nightshade Control Programme has been undertaken in various parks within Waitakere City, and it is important to continue this programme which now involves maintaining the low incidence of woolly nightshade in certain parks within the Waitakere Ranges weed control zone. It is also the fifth year of intensive wild ginger control and it is important to continue to maintain the low incidence of wild ginger in specified Waitakere City Council parks.

The Parks Environmental Weed Control Contract (PK03600K) meets the 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.

These weed control contracts have been run on a yearly basis, using the open tender method for the last three years. The purpose of changing the contract period to a 2+1+1+1 timeframe is to improve efficiency of the contract management and weed control works. This will be achieved by increasing the consistency and familiarity of the work and the reserves by the contractors employed to carry out the work. It will also allow for better follow up and data collection, allowing for improved long term planning. It is also proposed to tender for a consultant to monitor these contracts for the same time period, to achieve these same goals (see the following report).

SCOPE OF WORK

The Legal Weed Control Contract involves a control programme for all containment plant in the Auckland Regional Pest Management Strategy in all Waitakere City Parks and Reserves (548 in total), a control programme to maintain the low incidence of woolly nightshade and wild ginger in specified Waitakere City Council parks and reserves and a control programme in selected reserves for Australian sedge, gorse and ragwort. Ad hoc weed control requests from the public are also covered by this contract.

The Environmental Weed Control Contract involves the control and removal of listed environmental weeds in selected reserves as recommended in the Waitakere City Council Weed Management Strategy. The selected reserves are mapped annually for weed infestations by a consultant. This contract will also cover weed control in Waikumete Cemetery.

Registration of Interest

A Registration of Interest from prospective tenderers for the Parks Weed Control Contracts has been called for by way of a public advertisement in the New Zealand Herald. It is proposed to use the results of the ROI for the inviting of tenders for the Parks Weed Control Contracts.

The reasons for using the registration of interest process for this contract are:

- these are relatively large-scale weed control contracts with works to be carried out at numerous sites;
- works will be carried out in and around sensitive stream and bush environments;
- pre-selecting specialist contractors will help ensure a high level of performance during the works and competitive bids during the tender phase;
- the contract outcome and quality has high importance to the Council;
- the development of a shortlist can reduce the complexity and duration of the tender process whilst still ensuring that competitive bids are produced.

The Registration of Interest document for this process specified the information required and the format of the registrant's submissions. This document also identified that only the highest ranked registrants would be invited to tender for the weed control contracts.

The outcome of this Registration of Interest is included to obtain the Committees approval to invite tenders for the Parks Weed Control Contract.

REGISTRATIONS OF INTEREST RECEIVED

Legal Weed Control

Seven (7) Registrations of Interest were received by the closing date of 29 October 2002. These are summarised in Table 1 below:

REGISTRANT	REG OFFICE
Te Ngahere	Newton
Parks & Mtce Services	Henderson
City Care	East Tamaki
Techscape	North Harbour
Habitat Restoration	Glen Eden
Serco	Pukekohe
Recreational Turf	Takapuna

Table 1 - Summary of Registrations of Interest for Legal Weed Control

Environmental Weed Control

Eight (8) Registrations of Interest were received by the closing date of 29 October 2002.

These are summarised in Table 2 below:

REGISTRANT	REG OFFICE
Te Ngahere	Newton
Parks & Mtce Services	Henderson
City Care	East Tamaki
Techscape	North Harbour
Habitat Restoration	Glen Eden
Serco	Pukekohe
Recreational Turf	Takapuna
Fulton Hogan Ltd	Mt Wellington

Table 2 - Summary of Registrations of Interest for Environmental Weed Control

EVALUATION OF REGISTRATIONS OF INTEREST

In accordance with the Registration of Interest document, the registrations 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 for Contract PK03600J Parks Legal Weed Control Contract is shown in Table 3:

ROI Evaluation	Relevant Experience	Track Record	Management Skills	Total Weight
Registrant	25%	30%	45%	100
	Grades		INDEX	
Te Ngahere	90	90	85	88
Parks & Mtce Services	70	80	85	80
City Care	85	70	80	78
Techscape	90	85	65	77
Habitat Restoration	75	80	75	76
Serco	70	75	75	74
Recreational Turf	80	75	65	72

Table 3 - Summary of Registration of Interest Evaluation for Legal Weed Control Contract

A summary of the evaluation results for Contract PK03600K Parks Environmental Weed Control Contract is shown in Table 4:

ROI Evaluation	Relevant Experience	Track Record	Management Skills	Total Weight
Registrant	25%	30%	45%	100
	Grades		INDEX	
Te Ngahere	90	90	85	88
Parks & Mtce Services	70	80	85	80
City Care	85	70	80	78
Techscape	90	85	65	77
Habitat Restoration	75	80	75	76
Serco	70	75	75	74
Recreational Turf	80	75	65	72
Fulton Hogan Ltd	70	70	70	70

Table 4 - Summary of Registration of Interest Evaluation for Environmental Weed Control Contract

The evaluation was carried out by reviewing the documentation provided, phone conversations with a number of referees and a check of the Contractors health and safety record.

The five highest evaluated companies are currently working on park weed control contracts through out New Zealand with greater performance and quality than the other contractors.

RESOURCES

Letting contracts over several years involves committing funds from future budgets. The service levels for weed control in parks have not been modified. The Engineers Estimate for the weed control contracts to be publicly tendered is:

2003/2004	-	\$379,500
2004/2005	-	\$394,000
2005/2006	-	\$404,300
2006/2007	-	\$407,800
2007/2008	-	\$412,000

Currently the parks weed control costs increase by approximately \$3,000 - \$8,000 per annum to meet the growth of new parks and esplanade reserves and for ongoing removal of legal weeds.

Current Annual Plan budgets and long-term forecasts have the required financial resources to meet this sum. The new Long Term Financial Strategy will include the required sums for the proposed new contracts.

TAGS, ERRORS OR OMISSIONS

There were no tags, errors or omissions.

SUMMARY

The five highest ranked registrants are

1. Te Ngahere.
2. Parks & Maintenance Services.
3. City Care.
4. Techscape Limited.
5. Habitat Restoration.

The scores for these registrants are higher than those of the other registrants and therefore it is recommended that only these five companies be invited to submit a tender for Contracts PK03600 J & K Parks Weed Control.

The actual tenders will be evaluated using weighted attributes method, which will take into account the nominated personnel and proposed sub-contractors and other specific attributes such as methodology and price.

It is proposed to invite the above mentioned registrants to tender for PK03600J Parks Legal Weed Control Contract and PK03600K Parks Environmental Weed Control Contract for an initial contract period of two years, with a renewal period of a further 1+1+1 years, subject to the quality of the contractor's performance and at the discretion of the Council.

RECOMMENDATIONS

1. That the information be received.
2. That approval is given to invite:
 - Te Ngahere;
 - Parks & Maintenance Services;
 - City Care;
 - Techscape Limited;
 - Habitat Restoration;

to tender for PK03600J Parks Legal Weed Control Contract and PK03600K Parks Environmental Weed Control Contract.

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

