



Waitakere City Council  
*Te Taiao o Waitakere*

## NOTICE OF MEETING

# TENDERS SUBCOMMITTEE

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

**DATE:**        **Friday**                    **4 March 2005**                    **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.

25 February 2005

Ngareta Delamere  
**COMMITTEE SECRETARY**

Telephone (09) 836 8000 extn 8552

### **MEMBERSHIP:**

Councillors    JM        Clews, QSO, JP (Chairperson)  
                  RI        Clow (Deputy Chairperson)

Chief Executive Officer

Director: City Services

Director: Corporate & Civic Services

Director: Strategy & Development

Director: Quality Assurance

Director: Finance

Maori Issues Manager

Mayor RA 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 A MEETING OF THE TENDERS SUBCOMMITTEE TO BE HELD IN THE  
CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY,  
ON FRIDAY, 4 MARCH 2005, 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 Chairperson 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 CONFIRMATION OF MINUTES**

Meeting Minutes - 18 February 2005

**RECOMMENDATION**

That the minutes of the Meeting of the Tenders Subcommittee held on Friday, 18 February 2005, as circulated, be taken as read and now be confirmed.



#### 4 **CONTRACT NO. EW 04133C - STORMWATER UPGRADE NETHERLANDS AVENUE**

##### **PURPOSE OF THE REPORT**

The purpose of this report is to seek approval to award Contract No. EW 04133C - Stormwater Upgrade Netherlands Avenue.

##### **BACKGROUND**

The catchment area bounded by Netherlands Avenue, Archibald Road and Great North Road, Glen Eden is currently only partially serviced by public stormwater reticulation.

The catchment drains to the north-west, and the existing public stormwater line servicing the area only goes up as far as Number 20A Netherlands Avenue and as a result there are a number of stormwater issues due to overland flow.

##### **SCOPE OF WORK**

The contract works involve the installation of approximately 260 metres of stormwater pipes, ranging in size from 225 mm to 375 mm in diameter, installed through existing urban properties generally by open trenching, with a small portion by trenchless methodologies. The work also includes the construction of associated stormwater manholes and cesspits.

##### **TENDERS RECEIVED**

Tenders were publicly advertised with six (6) sets of documents being uplifted. Four (4) tenders were received by the closing date of 1 February 2005. These are summarised in Table 1 below:

<b>TENDERER</b>	<b>REG OFFICE</b>	<b>TENDER PRICE (EXCL. GST)</b>
Land & Marine Ltd	PO Box 74218, Market Road	\$181,175.00
Civil Construction Group Ltd	PO Box 46-009, Herne Bay	\$218,125.00
Horizontal Earth Drilling Ltd	PO Box 68133, Mirangi Bay	\$247,910.00
H & H Contractors Ltd	PO Box 15-084, New Lynn	\$315,631.00
<b>Pre-tender contract estimate</b>		<b>\$216,975.00</b>

**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 tender submitted by Land & Marine Limited contained an arithmetic error which resulted in an understatement of its tender price by \$70,000.00. When advised by fax of this error, this tenderer declined the request to confirm that its tender price would remain open for acceptance, and withdrew its tender. Consequently, the tender from Land & Marine Limited was not considered any further.

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

Tender Evaluation	Attributes	Exper.	Track Record	Tech. Skill	Resour	Manag. Skill	Method.	Price	Contract No. EW 04133C
	Weights	5	5	5	5	5	5	70	Total Weights
Tenderer	Tender Sum	Grades							INDEX
Civil Construction Group Ltd	\$218,125.00	75	75	65	55	65	50	56	63
Horizontal Earth Drilling Ltd	\$247,910.00	70	65	60	40	65	40	44	52
H & H Contractors Ltd	\$315,631.00	70	70	65	70	65	60	15	36
<b>Median Tender Price</b>	<b>\$247,910.00</b>								

**Table 2 - Summary of Tender Evaluation**

Scores for the non-price attributes were determined on the basis of information provided in the tenders and on recent experience with the tenderers. The level of information supporting each of the tenders received was of a good quality, and all tenderers have satisfactorily completed contracts for the Council recently.

After the withdrawal by Land & Marine Limited of its tender, the tender submitted by Civil Construction Group Limited becomes the lowest priced.

Because Civil Construction Group Limited has already been awarded (or is in line to be awarded) several large drainage contracts by Council this financial year, Council officers were concerned whether the contractor would have adequate resources to undertake this contract as well. This concern was conveyed to Civil Construction Group Limited at a tender clarification meeting. At this meeting, the tenderer presented its proposed resource planning and allocation to Council's satisfaction, and gave its assurance that all its contracts would be completed within the current construction season. Consequently, it was decided to award a grade of 55 for Resources for this tenderer.

### **TAGS, ERRORS OR OMISSIONS**

The tenders from Civil Construction Group Limited and Horizontal Earth Drilling Limited did not contain any tags or omissions but both contained errors. When advised by fax of these errors, both the tenderers formally confirmed in writing that their respective tenders remained open for acceptance at the tendered sum.

The tender from H&H Contractors Limited did not contain any errors or omissions but contained 10 tags. These tags were not be evaluated as to their acceptability because this tender is the highest priced and the resolution of the tags would not have any effect on the outcome of the evaluation.

### **CREDIT CHECK**

A credit check dated 23 November 2004 on Civil Construction Group Limited revealed no adverse information.

## SUMMARY

The results of the tender evaluation as summarised in Table 2 show that the tender submitted by Civil Construction Group Limited achieved the highest overall index of 63. This tender is the lowest priced tender after the withdrawal of Land & Marine Limited.

Civil Construction Group Limited has satisfactorily completed several drainage and construction works for Council in the past three years. Therefore, it is considered that Civil Construction Limited has both the expertise and experience to satisfactorily complete this contract.

As part of Council's contracting procedure "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 - Civil Construction Group Limited	\$218,125.00
Contingency	\$ 22,000.00
Engineering & Supervision	\$ 19,200.00
Others (Consent application including arborist costs)	\$ 3,000.00
	-----
Total Job Cost	\$262,325.00

## SOURCE OF FUNDING

Budget Description (from Annual Budget line item)	Codes	Budget	Committed to Other Projects	Allocation to This Project	Unallocated Balance
Stormwater Upgrade	85-9815-60000- 999	\$4,753,807.00	\$4,257,641.50	\$262,325.00	\$233,840.50

## RECOMMENDATIONS

1. That the Contract No. EW 04133C - Stormwater Upgrade Netherlands Avenue report be received.
2. That the tender from Civil Construction Group Limited for Contract No. EW 04133C - Stormwater Upgrade Netherlands Avenue for \$218,125.00 plus \$27,265.63 GST, totalling \$245,390.63 be accepted.
3. That authority to enter into Contract No. EW 04133C - Stormwater Upgrade Netherlands Avenue on behalf of Council be delegated to the Group Manager: Asset Management.

Report prepared by: Tony Miguel, Group Manager: Asset Management.



## **5 CONTRACT NO. PK04606B - TUI GLEN HERITAGE JETTY CONSTRUCTION**

### **PURPOSE OF THE REPORT**

The purpose of this report is to seek approval to award Contract No. PK04606B - Tui Glen Heritage Jetty Construction.

### **BACKGROUND**

The Henderson Creek Reserves Management Plan was adopted by a Subcommittee of the City Development Committee and the Henderson and Massey Community Boards in July 2003. One of the facilities proposed within the Management Plan was a jetty situated on the Oratia Stream on the site of the historic jetty that once stood in Tui Glen Reserve. This jetty would link to the walkway/cycleway that runs along the full length of the Henderson Creek Corridor on the eastern side of the Creek. The jetty will also link to the "art" jetty being constructed below the Waitakere stadium, downstream on the other bank of Henderson Creek and will be used for the launching of kayaks.

In the Annual Plan 2004/2005 financial year, Council included a budget of \$500,000 for preliminary and detailed design works and construction of the heritage jetty and art jetty at the stadium.

In August 2004, the contract for the concept design for the heritage jetty was awarded to Dave Pearson Heritage Architects, who submitted a joint application with Tonkin and Taylor, engineers with specialist expertise in the construction of jetties in a coastal environment. A concept design was developed by Dave Pearson in conjunction with Council officers and approved by the Parks Department. In December 2004, the concept design was presented to and approved by Council's Projects Special Committee.

Resource Consents for the project have been granted from both Auckland Regional Council and Waitakere City Council. Tenders for the construction of the jetty were publically advertised in February 2005. Work on the construction of the jetty is scheduled to commence in March and to be completed in May 2005.

### **SCOPE OF WORK**

The work included in this contract relates to the construction of a new timber jetty, gangway and pontoon on the site of the original jetty located in Tui Glen Reserve, off Claude Brooks Drive, in the Henderson Creek.

The Contract work includes but is not limited to:

- Construction of a timber jetty and associated timber shelter;
- Construction of retaining walls, deck balustrading, seat and table
- Design and construction of a floating pontoon and access gangway
- Construction and reinstatement of concrete footpaths.

## TENDERS RECEIVED

Tenders were publically advertised in late January 2005 and closed on 15 February 2005. Three sets of documents were uplifted and two tenders were received by the closing date. These are summarised in Table 1 below:

TENDERER	REG OFFICE	TENDER PRICE (EXCL. GST)
Gibbons Contractors	PO Box 40323 Glenfield	\$217,935.00
Nasey Contractors	6 Tait Place Albany	\$178,392.00
<b>Pre-tender contract estimate</b>		<b>\$231,230.00</b>

**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".

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

Tender Evaluation	Attributes	Exper.	Track Record	Tech. Skill	Resour.	Manag. Skill	Method.	Price	Contract Number PK04606B	
									Total Weights	
	Weights	10	5	5	5	5	10	60	100	
Tenderer	Tender Sum	Grades							INDEX	
Gibbons Contractors Ltd	\$217,935.00	0	0	0	0	0	0	40	Disqualified 64	
Nasey Contractors Ltd	\$178,392.00	60	70	70	75	70	80	60		
<b>Median Tender Price</b>	\$198,163.50									

**Table 2 - Summary of Tender Evaluation**

The pre-contract engineers estimate for the contract was \$231,230.00. Both tenders received were less than the pre-contract estimate, the lowest tender, by Nasey Contractors, being \$39,543 less than the other tender.

Gibbons Contractors did not submit a statement of attributes as required with their tender so have been automatically disqualified on all the weighted attributes except price. Nasey Contractors are considered reliable and capable of carrying out the work to Council satisfaction. Nasey have a good track record on previous work projects and have successfully completed previous contracts for Waitakere City Council. Nasey Contractors met all the criteria on the weighted attributes index, and have the advantage of being the lowest tender. The tender evaluation shows that the tender by Nasey Construction, the lowest tender, scored 64 on the total weights index, significantly greater than Gibbons Contractors, who were disqualified.

## TAGS, ERRORS OR OMISSIONS

There were no tags, errors or omissions.

## CREDIT CHECK

A credit check of Nasey Contractors dated 18 February 2005, revealed no adverse information.

## SUMMARY

The results of the tender evaluation as summarised in Table 2 show that the tender submitted by Nasey Contractors achieved the highest index of 64. This tender is also the lowest priced tender. The only other tender was submitted by Gibbons Contractors Limited however, this tender is technically disqualified due to the fact the tender did not include a statement of attributes as required.

Nasey Contractors are the lowest tender and are the preferred choice to carry out the work.

As part of Council's contracting process "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>
Design/concept/construction drawings	\$ 56,600.00
Tender sum - Nasey Contractors	\$178,392.00
Contingency	\$ 20,000.00
Engineering & Supervision	<u>\$ 30,000.00</u>
Total Job Cost	<u>\$284,992.00</u>

## SOURCE OF FUNDING

Sources of funding are from the Annual Plan 2004/2005.

Budget Description (from Annual Budget line item)	Codes	Budget	Committed to Other Projects	Allocation to This Project	Unallocated Balance
Historic jetty at Tui Glen and Art Jetty at the Trusts Stadium	75-9825- 47830	\$500,000.00	\$215,008.00	\$284,992.00	0
TOTAL					

## RECOMMENDATIONS

1. That the Contract No.PK04606B - Tui Glen Heritage Jetty Construction report be received.
2. That the tender for Contract No. PK04606B - Tui Glen Heritage Jetty Construction in the sum of \$178,392.00 Plus \$22,299.00 GST, totalling \$200,691.00 be accepted.
3. That authority to enter into Contract No. PK04606B - Tui Glen Heritage Jetty Construction on behalf of Council be delegated to the Director: City Services.

Report prepared by: Mandy McMullin, Reserves Management Planner.



## 6 CONTRACT NO. PK 05002 - CITYWIDE ARBORICULTURAL MAINTENANCE

### PURPOSE OF THE REPORT

The purpose of this report is to seek approval to award Contract No. PK 05002 - Citywide Arboricultural Maintenance.

### BACKGROUND

Tenders Subcommittee approval was granted at the 26 November 2004 meeting to invite public tenders for the Citywide Arboricultural Maintenance contract for two (2) years with extensions of two (2) plus two (2) years, subject to Council providing a budget for each of these years and ongoing satisfactory performance by the contractor, as follows:

*“That approval be given to invite public tenders for Contract PK05002 Citywide Arboricultural Maintenance Contract for two (2) years with extensions of two (2) plus two (2) years.”*

2128/2004

The works are being commissioned in order to ensure the continued health, safety and general integrity of the City's tree asset and represent a continuation of Council's routine maintenance programmes. Works commissioned within the contract also meet Council's other statutory obligations including the Electricity (Hazards from Trees) Regulations 2003.

Subject to acceptance of tenders the proposed physical works are scheduled to commence 1 July 2005.

### SCOPE OF WORK

The scope of work includes:

- a) Formative pruning.
- b) Tree removal.
- c) Stump grinding and removal.
- d) Line clearing around overhead services.
- e) Control of vegetation along carriageways.
- f) Updating of the City's Street Tree Asset Inventory.
- g) Provision of a 24 hour emergency response service.
- h) Tree planting.
- i) Aftercare of newly planted trees.
- j) Management of roadside, track and walkway vegetation.
- k) Tree maintenance throughout Waikumete Cemetery.

The Contractor is required to maintain the tree asset within Town Centres and High Profile Areas in a defect free condition. This will require the Contractor to undertake weekly inspections of the High Profile Areas and to treat any works required within these areas as a high priority and action immediately.

The Contractor is also expected to provide adequate resources to manage tree maintenance works at Waikumete Cemetery and overhanging track, walkway and roadside vegetation.

In accordance with the Electricity (Hazards from Trees) Regulations 2003, the Contractor will, on behalf of Council, become responsible for the clearance of trees from overhead power and telecommunications cables. The scope of this work will grow on an incremental basis, in line with the utilities progress on the First Cut or Trim programmes. Following the First Cut or Trim, undertaken at no cost by the utility, tree owners become legally responsible for their tree asset in relation to power cables. Funding for the tree trimming works is identified as a provisional sum which is subject to Council's approval through Annual Plan deliberations.

The Contractor will also provide services such as staff relief, specialist tree assessments and reports, resource consent applications and project co-ordination (e.g. tree planting projects).

### TENDERS RECEIVED

Tenders were publicly advertised with three sets of documents being uplifted. Two tenders were received by the closing date of Tuesday, 11 January 2005. These are summarised in Table 1 below:

TENDERER	REG OFFICE	TENDER PRICE (EXCL. GST)
Treescape Ltd	Unit C 6 Douglas Alexander Parade, Albany	\$1,200,936.00
Asplundh Tree Expert (NZ) Ltd	21-29 Jellicoe Road, Panmure	\$1,388,709.00
<b>Pre-tender contract estimate</b>		<b>\$1,280,000.00</b>

**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 Sum is \$10,000.00. This sum will be allocated to clean up after storm events and larger scale emergency works.

The schedule of rates from Treescape Limited contained an error, this was clarified and an amended total sum submitted, this is reflected in Table 2. The full detail of this error is described in this report under Tags, Errors or Omissions.

A summary of the clarification process:

Treescape Limited - Original Submitted Tender Sum	\$1,200,936.00
Treescape Limited - Amended Tender Sum	\$1,283,552.00
Treescape Limited - Amended Tender Sum Less Provisional Sum (\$10,000.00)	\$1,273,552.00

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

Tender Evaluation	Attributes	Exper.	Track Record	Tech Skill	Resour.	Manag. Skill	Method.	Price	Contract Number PK5002
									Total Weights
	Weights	5	10	10	5	10	10	50	100
Tenderer	Tender Sum	Grades							INDEX
Treescape Ltd	\$1,273,552.00	80	75	75	80	75	80	54	66
Asplundh Tree Expert (NZ) Ltd	\$1,388,708.00	80	75	70	70	75	75	46	60
<b>Med.n Tender Price</b>	\$1,331,130.50								

\* Attribute grading as defined by Transit NZ in their CPP Tender Evaluation Manual Effective 1 March 1997

**Table 2 - Summary of Tender Evaluation**

### Treescape Limited

Treescape Limited provided the lowest priced tender for the contract specification. Treescape Limited have twenty five years of proven arboricultural track record and are fully able to apply their expertise and resources to this contract.

Treescape Limited is a company that specialises in green asset and arboricultural maintenance, employing expert personnel that have national and international qualifications.

As one of Australasia's largest arboricultural service providers Treescape Limited has made a commitment to purchase new trucks and equipment specifically for the Waitakere City Council contract, branded and liveried in Waitakere City's desired colours and signage. The company has also demonstrated full compliance with health and safety, quality assurance, call centre and administration requirements with very advanced tree management software systems for managing the implementation of resource, incidents and asset data collection.

Treescape Limited are currently engaged in municipal maintenance contracts throughout New Zealand including contracts with Auckland City Council, Manukau City Council and Vector Networks. Treescape Limited have made a strong commitment to establishing and maintaining a long-term partnership with Waitakere City Council.

Reference checks on Treescape Limited returned favourable responses with other city councils reporting high standards and consistent audit results in excess of 95%. In general referees found their working relationships with Treescape Limited to be constructive, progressive and innovative. All referees also confirmed that they would, without doubt, renew existing arboricultural contracts with Treescape Limited.

### Asplundh Tree Expert (NZ) Limited

Asplundh Tree Expert (NZ) Limited are the current service providers for Waitakere City Council's Citywide Arboricultural Maintenance and have been engaged by Council since 2002. In this instance the tender result has precluded Asplundh Tree Expert (NZ) Limited from consideration.

### TAGS, ERRORS OR OMISSIONS

In their schedule of rates Treescape Limited submitted three (3) lump sum prices on a per annum basis where the tender required submission of prices for a 24 month period. This error resulted in a shortfall of \$82,616.00 to their total sum.

This was considered to be a basic error which would have no effect upon the outcome of the evaluation process, Treescape Limited's remaining the lowest priced tender and the company maintaining the highest total weighting. Treescape Limited was therefore given the opportunity to confirm and clarify this error.

A tender clarification meeting was held on Wednesday, 26 January 2005, where Treescape Limited agreed to provide written clarification and amend their total sum. Council is now in receipt of this written confirmation and amended total sum which is reflected within this report.

### CREDIT CHECK

A credit check for Treescape Limited dated 3 December 2004 revealed no adverse information.

### SUMMARY

The results of the tender evaluation as summarised in Table 2 shows that the tender submitted by Treescape Limited achieved the highest index of 66. This tender is also the lowest priced tender.

As part of Council's contracting process "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 FOR 2005/2006 - 2006/2007

#### EXCL. GST

Tender sum - Treescape (2005/2006 - 2006/2007)	\$1,283,552.00
Contingency	\$ 220,948.00
Engineering & Supervision	\$ 130,000.00
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Total Job Cost	\$1,634,500.00

### SOURCE OF FUNDING

#### 2005/2006

Budget Description (from Annual Budget line item)	Budget	Committed to Other Projects	Allocation to This Project	Unallocated Balance
Arboricultural Maintenance	\$812,250.00	\$20,000.00	\$792,250.00	\$0.00
Power Line Tree Work	\$40,000.00	\$0.00	\$25,000.00	\$15,000.00

#### 2006/2007

Budget Description (from Annual Budget line item)	Budget	Committed to Other Projects	Allocation to This Project	Unallocated Balance
Arboricultural Maintenance	\$812,250.00	\$20,000.00	\$792,250.00	\$0.00
Power Line Tree Work	\$40,000.00	\$0.00	\$25,000.00	\$15,000.00

Funding for the Power Line Tree Work is identified as a provisional sum which is subject to Council's approval through Annual Plan deliberations.

### **RECOMMENDATIONS**

1. That the Contract No. PK 05002 - Citywide Arboricultural Maintenance report be received.
2. That the tender from Treescape Limited for Contract No. PK 05002 - Citywide Arboricultural Maintenance for the period 2005/2006 - 2006/2007 in the sum of \$1,283,552.00 plus \$160,444.00 GST, totalling \$1,443,996.00 be approved.
3. That the commitment to the 2005/2006 financial year for Contract No. PK 05002 - Citywide Arboricultural Maintenance in the sum of \$792,250.00 plus \$99,031.00 GST, totalling \$891,281.00 be approved.
4. That the commitment to the 2006/2007 financial year for Contract No. PK 05002 - Citywide Arboricultural Maintenance in the sum of \$792,250.00 plus \$99,031.00 GST, totalling \$891,281.00 be approved.
5. That authority to extend Contract No. PK 05002 - Citywide Arboricultural Maintenance for a further two (2) plus two (2) years be delegated to the Group Manager: Asset Management.
6. That authority to enter into Contract No. PK 05002 - Citywide Arboricultural Maintenance on behalf of Council be delegated to the Group Manager: Asset Management.

Report prepared by: Roscoe Webb, Asset Manager, City Arborist.

