



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** **11 August 2006** **TIME:** **9.00 am**

VENUE: **Waitakere Central, 6 Henderson Valley Road, Henderson, Waitakere**

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

pp.

4 August 2006

Ngareta Delamere
COMMITTEE SECRETARY

Telephone (09) 836 8000 extn 8552

MEMBERSHIP:

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

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 AT
WAITAKERE CENTRAL, 6 HENDERSON VALLEY ROAD, HENDERSON,
WAITAKERE, ON FRIDAY, 11 AUGUST 2006,
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 CONFIRMATION OF MINUTES

Meeting Minutes - Friday, 14 July 2006
Friday, 28 July 2006

RECOMMENDATION

That the minutes of the Meetings of the Tenders Subcommittee held on Friday, 14 July 2006 and Friday, 28 July 2006, as circulated, be taken as read and now be confirmed.



4 **STREAM ASSESSMENT AND SURVEY**

PURPOSE OF THE REPORT

The purpose of this report is to seek permission from the Tenders Subcommittee to tender a three-year contract, with options for extension, for the assessment of streams in accordance with Auckland Regional Council's TP232 Management of Urban Streams and associated asset condition rating of stream assets within the City.

BACKGROUND

The purpose of the assessment of streams project is to identify for management purposes the condition of streams within the City by collecting information on the nature of the riparian margins, extent of erosion, presence of fish, fish barriers, macrophyte cover, turbidity, weeds, and opportunities for restoration. The information is collected in the field using electronic data capture devices, digital cameras and global positioning system (GPS) equipment. The information is stored in Council's Hansen and GIS database systems. Also included in these surveys is a condition rating on water supply and sewer structures crossing streams and stormwater structures including pipe outlet structures, retaining structures and culverts.

A pilot assessment was carried out successfully in 2005-2006 and it is now proposed to roll out a more extensive programme.

The information collected with this programme is required for Integrated Catchment Management Planning and included in consent application documentation to the Auckland Regional Council for network consent applications, and will facilitate the management of streams and riparian margins through possible District Plan measures and direct contact with residents. It also provides information on performance measures contained in the 2006/2007 Annual Plan and the 2006-2016 Long Term Council Community Plan.

ISSUES

In order to ensure the integrity and consistency of stream information collected with this programme, it is highly desirable to have this work carried out by a competent and experienced consultant over a number of years. As the information is to be included in Integrated Catchment Management Plan documentation and reviewed by the Auckland Regional Council it is imperative that strict quality control requirements are followed and consistent accurate information collected.

When tendering for a contract that will be longer than one year, the consultant should be able to factor in savings that could be gained from the following:

- certainty of having long-term work and income stream;
- better utilisation and commitment of resources; and
- better planning of the firm's activities.

It is expected that consultants will then pass on the savings to Council and to the community in the form of lower prices. Additionally, the Council should be able to benefit from

- lower administration costs;
- continuity of contract; and
- consistency of service.

In order to ensure that the successful contractor continues to perform throughout the duration of the contract, key milestones and information quality control measures will be incorporated into the proposed contract. Should the contractor not meet these requirements, early termination provisions will be available to Council in the proposed contract.

It is proposed to let a three year contract with options for extensions for a further two years for this stream assessment work. The estimated value of the work is \$80,000 per annum.

RESOURCES

This work will be funded from funding approved in the Annual Plan 2006/2007 and Long Term Council Community Plan 2006-2016.

CONCLUSION

The ability to tender and to let a three year contract with options for extensions for a further two years for the stream assessment work will ensure consistent and accurate information is collected for Council in a cost effective manner.

RECOMMENDATIONS

1. That the Stream Assessment and Survey report be received.
2. That approval be given to tender a three year contract, with options for extension for a further two years, for stream assessment and survey work in the City.

Report prepared by: Richard Taylor, Assets and Network Manager.



5 CONTRACT NO. PK05050B - RANUI RAIL STATION LANDSCAPE INSTALLATION - PHYSICAL WORKS CONTRACT

PURPOSE OF THE REPORT

The purpose of this report is to seek approval from the Tenders Subcommittee to award Contract No. PK05050B - Ranui Rail Station Landscape Installation - Physical Works Contract.

BACKGROUND

This contract forms part of Council's Asset Development Programme as provided for in the 2005/2006 Annual Plan. Initially the Railway Station upgrade was intended to occur in 2003. However the Auckland Regional Transport Network Limited (ARTNL) identified Ranui as one of three 'signature' stations that would be developed in the Auckland region to showcase the new rail infrastructure. It was therefore necessary to delay the landscaping works until after Auckland Regional Transport Network Limited's station re-development. After community consultation a station design was approved and construction began, for completion in February 2004. However, delays in the construction programme meant that the station was not completed until August 2004. This had a flow on effect on the timing of Council's own works. The Railway Station Landscape Development represents the final stage of this development and is in line with the overall revitalization of Ranui.

SCOPE OF WORK

This contract is for the physical works associated with Ranui Rail Station Landscape Installation. The contract is for the construction of a public gathering area adjacent to Ranui Station. The scope of work includes safety and sediment controls, earthworks, installation of drainage and the construction of concrete paths and timber retaining walls and soft landscape works. There is also a new toilet to be installed. The toilet unit is to be supplied and installed by Exeloo Limited including associated services.

TENDERS RECEIVED

Tenders were publicly advertised with ten sets of documents being uplifted. Five tenders were received by the closing date of Tuesday, 13 June 2006. These are summarised in Table 1 below:

TENDERER	REG OFFICE	TENDER PRICE (excl. GST)
HEB Smithbridge Limited	P O Box 226 Drury	\$306,051.79
Bercon Construction	PO Box 12-086 Greenlane Auckland	\$297,929.00
Brett Garea Environments Limited	75 Vauxhall Rd, Devonport, North Shore City	\$247,530.23
P and M Paving	PO Box 47-840 Ponsonby, Auckland	\$229,568.90
Infrastructure NZ	16 Saturn Place, North Harbour	\$224,299.80
Engineer's Estimate		\$214,437.00

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".

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 PK05050B
									Total Weights
	Weights	10	10	5	5	5	5	60	100
Tenderer	Tender Sum	Grades							INDEX
Brett Garea Environments Limited	\$247,530.23	80	80	75	75	75	60	50	60
HEB Smithbridge Limited	\$306,051.79	75	75	75	80	85	65	26	46
Infrastructure NZ	\$224,299.80	60	60	70	70	75	65	59	62
Bercon Construction	\$297,929.00	55	65	70	70	75	55	30	43
P and M Paving	\$229,568.90	75	75	75	75	75	60	57	64
Med.n Tender Price	\$247,530.23								

Table 2 - Summary of Tender Evaluation

A comparison of the weighted attributes indices in Table 2 demonstrates that although not having submitted the lowest price tender P and M Paving indices ranked highest.

Although ranking well in all but one attribute and having a proven history of successfully undertaking physical works contracts for Council both Brett Garea Environments Limited's and HEB Smithbridge Limited's prices have eventuated in lower indices rankings. Referees for both Brett Garea Limited and HEB Smithbridge Limited expressed a high level of satisfaction in completing projects in respect to timelines, budget and quality.

Bercon Construction ranked relatively well in most attributes however the price submitted eventuated in the tender being afforded the lowest ranking. Bercon received very positive reviews from all referees.

Infrastructure NZ also ranked relatively well and submitted the lowest priced tender. Overall Infrastructure NZ referees were satisfied with work undertaken by managing director, Paul Claydon.

P and M Paving ranked well and submitted the second lowest priced tender. All referees recommended P and M Paving for projects of a certain scale. Referees reported that projects have been completed on time, to budget and to a high standard.

As expected with only \$5,269.10 and two index points weighting difference between Infrastructure NZ and P and M Paving, the tender comparison results were very close. On examination of the weightings, P and M Paving were ranked slightly higher across the board, in particular in relation to the company's recent track record and experience with their successful performance for Council on the New Lynn streetscape and Todd Triangle revitalization project.

TAGS, ERRORS OR OMISSIONS

The tender from Bercon Construction contained a change in the Schedule of Prices to the quantity in item 5.1 (Timber retaining wall construction), from 25 face metres to 59 linear metres increasing their price significantly above other tenderers for this item.

The tender from Infrastructure NZ did not contain prices for items 9.6, 9.7 or 9.8 in the in Schedule of Prices which relate to electrical work. The company was requested on the 30 June 2006 to confirm their tender sum or withdraw from further consideration. Written confirmation of the tender sum was provided by Infrastructure NZ on 6 July 2006.

The tender from Brett Garea Environments Limited contained a price error in the Schedule of Prices reducing Item 6.3 (Installation of rubbish bins) and did not provide a price for item 2.6 removal of five cherry trees.

CREDIT CHECK

A credit check dated 11 July 2006 on P and M Paving revealed no adverse information.

SUMMARY

The results of the tender evaluation as summarized in Table 2 show that the tender submitted by P and M Paving achieved the highest index of 64. This tender was the second lowest priced tender for the project.

P & M Paving have qualified and experienced staff relevant to the project scope. The company has provided a work history and attribute description for five staff members project management and construction roles. They have also listed three general labourers. They have both hard and soft landscape experience.

Due to the recent successful performance of P and M Paving for Council, the associated reduced risk to Council in utilizing a proven contractor and on the basis of the results of the weighted attributes assessment approval is sought to award Contract No. PK05050B - Ranui Rail Station Landscape Installation - Physical Works Contract to other than the lowest priced tenderer.

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

	excl. GST
Tender Sum - P and M Paving	\$229,568.90
Contingency	\$ 22,960.00
Consultancy Costs	\$ 16,060.00
TOTAL JOB COST	\$268,588.90

SOURCE OF FUNDING

Budget Description (from Annual Budget line item)	Codes	Budget	Committed to Other Projects	Allocation to This Project	Unallocated Balance
Ranui Transport Amenity	75-9895-45310	\$172,000.00	0	\$172,000.00	0
Rail Station Precinct	75-9895-50860	\$1,427,660.00	\$1,331,071.10	\$96,588.90	0
TOTAL				\$268,588.90	

RECOMMENDATIONS

1. That the Contract No. PK05050B - Ranui Rail Station Landscape - Installation Physical Works Contract report be received.
2. That the tender from P and M Paving for Contract No. PK05050B - Ranui Rail Station Landscape Installation - Physical Works Contract in the sum of \$229,568.90 plus \$28,696.11 GST, totalling \$258,265.01 be accepted.
3. That the tender for Contract No. PK05050B - Ranui Rail Station Landscape Installation - Physical Works Contract 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.

Report prepared by: Roscoe Webb, Team Leader: Parks Operations.



6 **CONTRACT NO. SP05004A - HENDERSON YOUTH FACILITY - ARCHITECTURAL SERVICES**

PURPOSE OF THE REPORT

The purpose of this report is to seek approval from the Tenders Subcommittee to award Contract SP05004A - Henderson Youth Facility - Architectural Services.

BACKGROUND

In 2001 Council undertook a 'Waitakere City Youth Leisure Needs and Wants Study'. The study conducted focus groups and surveyed youth from around the City. The Study recommended that "facilities and services that youth would like to have in Waitakere City include a centralised multi-purpose youth facility at Henderson". On the basis of this a further feasibility study was undertaken to develop the concept of a youth facility being developed in Henderson.

The Youth Needs and Wants Study identified that youth, 15 years and over, wanted a centralised facility in Henderson whilst 13 and 14 year olds wanted activities in their local area.

The Feasibility Study recommended the development of a new stand alone facility on the site of the existing Recreation Centre. Council has decided to advance this project with a retrofit of the existing former Henderson Library adjacent to the Recreation Centre in Alderman Drive

A Registration of Interest (ROI) Process held in May 2006 resulted in the adoption by Council (Tenders Subcommittee) of a recommendation to invite tenders from short listed registrants for the Architectural Services. Accordingly tender documents were collected by the four registrants. All four registrants have submitted tenders.

SCOPE OF WORK

The existing former Henderson Library space consists of a ground floor area of approximately 864m². In addition there is a space of approximately 436 m² on the ground floor and 600m² on the upper floor currently occupied by a commercial tenant (Corban Revel Lawyers). The whole of the 1300m² ground floor space is to be retro-fitted for the Youth Facility.

The contract is for Architectural Services in the following stages:

1. Preliminary design.
2. Resource consent process.
3. Developed design.
4. Detailed design (working drawings).
5. Tender process.
6. Construction and commissioning.

The Architect will be the principal consultant for the project and shall employ sub-consultants for the delivery of engineering and specialist design input. The sub-consultants include a structural engineer, acoustic engineer, building services engineer, audio visual engineer/specialist and landscape architect/designer. Direct appointments by Council will include a quantity surveyor and a Lead Artist.

The Architect will be responsible for liaising with and coordinating the activities of the all sub-consultants including the directly appointed consultants

TENDERS RECEIVED

Tenders were invited from the four short listed firms of Architects from the ROI process. All four firms uplifted documents. Four tenders were received by the closing date of 20 July 2006 These are summarised in Table 1 below:

TENDERER	REG OFFICE	TENDER PRICE (excl. GST)
OPUS Architects	Auckland	\$239,925.00
ASC Architects	Auckland	\$245,000.00
RTA Studio	Newton, Auckland	\$246,900.00
Architectus	Westhaven, Auckland	\$275,850.00
Pre-tender contract estimate		

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. Skills & Resource	Manag. Skill	Method.	Price	Contract Number SP05004A
								Total Weights
	Weights	10	10	15	20	15	30	100
Tenderer	Tender Sum							INDEX
OPUS Architecture	\$239,925.00	80	75	75	80	80	52	70
ASC Architects	\$245,000.00	65	70	80	70	70	50	65
RTA Studio	\$246,900.00	65	70	60	65	70	50	61
Architectus	\$275,850.00	65	80	75	75	75	38	63
Median Price	\$245,950.00							

Table 2 - Summary of Tender Evaluation

In the earlier ROI process the registrants were evaluated on all the non-price attributes in the table above with the exception of Methodology. For the purpose of the evaluation of the tenders proper they were given the opportunity to update and re-submit these attributes or have the same grading used as before. All tenderers chose to re-submit the attribute statements and all submitted the additional section on methodology. Architectus re-submitted the previous attributes unchanged from the Registration of Interest the non-priced attributes of all tenderers were graded.

As in the Registrations of Interest process the submissions of OPUS and Architectus scored the highest on the non-priced attributes, with OPUS scoring significantly higher on the Experience attribute due to the firm's higher level of exposure to retrofit work.

RTA Studio's tender contained two tags which would have added a further \$5,500 to the tender price. These tags were not pursued further due to the lower overall grading achieved in the non-prices attributes.

The tender of Architectus, while achieving good grades for the non-priced attributes, was significantly higher in price. In addition the price given was an estimate only, subject to confirmation or revision at the conclusion of the concept design stage. In addition the tender contained tags that would increase the price by a further \$8000,00 to allow for surveys of the building structure and building services. The price of the Architectus resulted in the lowest index.

TAGS, ERRORS OR OMISSIONS

The tender tags that are addressed in this section are those of OPUS and ASC Architects, which have the two highest overall scores.

OPUS provided a number of tags to their tender, of which the following had the potential to affect the tender price:

- The tender excludes any time or expense incurred arising from compliance with the document 'Code of Practice for City Infrastructure and Land Development';
- The tender excludes specialist inputs that may prove to be required for the assessment of environmental effects (for example, traffic impact assessment and assessment of noise at boundaries;
- The tender price allows for site visits contract observation and site meeting purposes, estimated at one visit per week during an assumed 28 week construction period and visits only as necessary during the defects liability period;
- The tender price excludes design and documentation associated with the provision of a passenger lift to serve the upper floor;
- The tender price excludes the design and documentation necessary for retrospective compliance of the New Zealand Building Code;
- The tender price excludes design or analysis associated with seismic upgrade work that may be required due to change of use.

These tags as well as other qualifications to the tender were discussed with OPUS representatives at a tender clarification meeting, at which OPUS were asked to remove the tags and provide any associated prices. The following is the outcome of these discussions.

- OPUS will remove the tag relating to the Code of Practice for City Infrastructure and Land Development at no cost, after reviewing this document.
- As boundary noise pertaining to the use of the facility is likely to a major area to be addressed in any Resource Consent application, OPUS were asked to ensure that the cost of addressing this issue is covered. OPUS have responded with an offer of \$3,750 as the cost of an acoustic consultant to address these issues as part of the acoustic work.
- OPUS were asked to allow for two site visits per week as required in the tender documentation. They have provided an additional cost of \$4,800 to allow for this.
- It is not clear at this stage whether a lift will be provided, and if so, whether it will be part of the Youth Facility retro-fit project or part of a future upgrade for the upper floor area. OPUS were asked to provide a 'Rate only' price for the design and documentation for a lift. The intention is that this will not be added to the tender price, but that the work may be instructed by means of a variation order during the contract if found to be necessary. OPUS have provided a rate only price of \$3,900.

- OPUS advised that all design work will comply with the requirements of the New Zealand Building Code 2004. The purpose of the tag is to identify that because of the lack of information available in the way of plans and details of the existing building it is not possible to identify if there will be alterations to the building/structure as a result of such requirements. It is therefore proposed that this tag remain in the tender and be addressed through the contingency fund if required.
- At this stage it is not clear what, if any, seismic upgrade work will be required. This will only become evident during the design investigations and Resource Consent processes. It is proposed that this tag remain in place and that any additional cost be addressed through the contingency fund if required.

The additional prices to be added to the tender of OPUS are therefore:

Boundary noise issues	\$3,750
Additional site visit	<u>\$4,800</u>
Total addition to tender price	\$8,550

ASC Architects also provided a number of tags and qualifications to their tender, of which the following had the potential to affect the tender price:

- The Council will provide as-existing plans, cross sections and elevations of the building to ASC before work can start. Alternatively ASC can complete this task for an additional \$4,000;
- The council will provide as-built drawings of the building services before ASC can start work;
- The building will be mostly naturally ventilated by opening windows, with one or two spaces having an air-conditioning system, probably for acoustic reasons;
- The tender price does not include for specialised fit-outs of areas such as the Cyber-Café or commercial kitchens.

These tags as well as other qualifications to the tender were discussed with ASC representatives at a tender clarification meeting, at which ASC were asked to remove the tags and provide any associated prices. The following is the outcome of these discussions:

- The price of \$4000 for ASC to carry out a survey and produce the necessary plans, cross sections and elevations was confirmed. ASC also provided a price of \$4000 for a survey and production of drawings of the building services;
- ASC were requested to clarify the statement regarding the provision of Air-conditioning. It was agreed that the tender price would include for the design of air-conditioning for the performance area, large rehearsal/jamming room, recording room, sound studio and multi-media studio. No additional price applies;
- ASC provided a price of \$3000 for the design of fit out to the Cyber-café and kitchen. It was pointed out that the kitchen/servery may be similar in size to what is provided at the Westwave Aquatic Centre. On discussion this amount was reduced to \$2000;
- ASC were also requested to provide a rate only price for the design of a lift. The price for design to incorporate a hydraulic lift is \$2000.

The additional prices to be added to the tender of ASC Architects are therefore:

Surveys and drawings for building/structure and services	\$ 8,000
Design of fit out for Cyber-café and kitchen	<u>\$ 2,000</u>
Total addition to tender price	\$10,000

The overall ranking of tenders remains the same as shown in Table 2 above. OPUS Architecture is graded ahead of the other firms on all but one of the non-priced attributes. It is therefore proposed that Contract SP05004A - Henderson Youth Facility - Architectural Services be awarded to OPUS Architecture in the amended tender sum of \$248,475.00

The contract for Architectural Services will span the 2006/2007 and 2007/2008 financial years, with the target for completion of physical works being mid October 2007. A total provision for the project of \$2,545,000 has been made in the Long Term Council Community Plan distributed as follows:

2006/2007	\$2,345,000
2007/2008	\$ 200,000

It is estimated that an amount of \$40,000 will be required to be spent from the 2007/2008 financial year on this contract. The remainder of the contract cost will be required in the 2006/07 financial year

CREDIT CHECK

A credit check on OPUS Architecture has been requested.

SUMMARY

The results of the tender evaluation as summarised in Table 2 above shows that the tender submitted by OPUS Architecture achieved the highest index of 70. 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

	excl. GST
Tender sum - OPUS Architecture	\$239,925.00
Price for removal of tags	\$ 8,550.00
Contingency	\$ 24,847.50

Total Job Cost	\$273,322.50

SOURCE OF FUNDING

Budget Description (from Annual Budget line item)	Codes	Budget	Committed to Other Projects	Allocation to This Project	Unallocated Balance
Henderson Youth Facility	75-9710-46390	\$2,545,000	\$6,577.00	\$273,322.50	\$2,265,100.50

RECOMMENDATIONS

1. That Contract No. SP05004A - Henderson Youth Facility - Architectural Services report be received.
2. That subject to a satisfactory credit check the tender from OPUS Architecture for Contract No. SP05004A - Henderson Youth Facility - Architectural Services in the sum of \$248,475.00 plus \$31,059 GST, totalling \$279,534.38 be accepted.
3. That the commitment to the 2007/2008 year for Contract No. SP05004A - Henderson Youth Facility - Architectural Services totalling \$ 40,000.00 plus GST be approved.
4. That authority to enter into Contract No. SP05004A - Henderson Youth Facility - Architectural Services on behalf of Council be delegated to the Director: City Services.

Report prepared by: Duncan Miller, Property Assets Team Leader.

