



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**                    **7 March 2008**                    **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.

28 February 2008

Sharlene Riley  
**COMMITTEE SECRETARY**

Telephone (09) 836 8000 extn 8851

### **MEMBERSHIP:**

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

Chief Executive Officer  
Director: City Services  
Director: Corporate & Civic Services  
Director: Strategic Performance  
Director: Strategic Planning  
Director: Public Affairs  
Director: Finance

Mayor RA Harvey, QSO, JP (ex officio)  
Deputy Mayor PA Hulse (ex officio)

(Quorum 3 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, 7 MARCH 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, 22 February 2008

**RECOMMENDATION**

That the minutes of the Meeting of the Tenders Subcommittee held on Friday, 22 February 2008, as circulated, be taken as read and now be confirmed.



5 **CONTRACT NO. PK08004A - VEGETATION CONTROL - PROGRAMMED MANAGEMENT**

**PURPOSE OF THE REPORT**

The purpose of this report is to seek approval from the Tenders Subcommittee to award Contract No. PK08004A - Vegetation Control - Programmed Management.

**BACKGROUND**

Weed and pest maintenance on both road and park reserves falls under Council's Weed Management Strategy which was adopted by Council in 2007.

Native revegetation in Council parkland is a part of the Green Network Strategic Platform.

This contract is required to provide programmed management services for assistance in the ecological management and auditing of the physical works contracts which cover the Parks revegetation programme, legal weed control in parks, plant and animal pest maintenance and roadside vegetation control.

The brief requires a professional ecologist with extensive experience to work closely with the Parks Contract Officer - Environmental to ensure a high quality of work and that best and safest work practises are being carried out in line with the contractual requirements. The brief also requires experience in preparation and submission of resource consents.

This contract will replace the current Contract No. PK05001A - Parks Pest Maintenance - Professional Services which completes on 30 June 2008.

A report was presented to Tenders Subcommittee on 7 December 2007 to seek approval to span the contract period for three (3) years. It was resolved.

- “1. That Contract No. PK08004A - Vegetation Control - Programme Management report be received.
2. That approval be given to publicly call for tenders for Contract No. PK08004A - Vegetation Control - Programme Management for a two (2) years plus one (1) year contract period.
3. That the result of the tender evaluation process for Contract No. PK08004A - Vegetation control - Programme Management be reported back to the Tenders Subcommittee for approval.
”

3880/2007

**SCOPE OF WORK**

1. Preparation of Weed management and planting programmes which include:
  - Mapping the locations of environmental weed species;
  - Recommendations for planting including species types;
  - Staged programmes of weed control and planting;
  - Identification of any resource consents or any other consent requirements necessary in order to undertake vegetation control and planting preparation.
2. Preparation of resource consent applications for vegetation alteration which may be required for revegetation and weed control programmes.
3. Auditing of contractual works that will include:
  - Legal Weed Control (regional weeds);
  - Roadside Vegetation Maintenance;

- Plant and Animal Pest Maintenance (environmental weeds);
- Revegetation Programme Works.

The scope of works requires a multi-skilled approach and as the workload is dependant upon seasonal patterns it is more effective to outsource the programme management.

### TENDERS RECEIVED

Tenders were publicly advertised with ten (10) sets of documents being uplifted. Four (4) tenders were received by the closing date of 22 January 2008. These are summarised in Table 1 below:

TENDERER	REG OFFICE	TENDER PRICE (excl. GST)
<b>Wildland Consultants Limited</b>	PO Box 132-040 Sylvia Park	\$106,369.48
<b>Landscape Management Services</b>	Private Bag MBE P228 Auckland	\$185,520.64
<b>Te Ngahere Limited</b>	PO Box 68-407 Newton	\$236,080.00
<b>Boffa Miskell Limited</b>	PO Box 91250 Auckland	\$304,360.00
Pre-tender contract estimate		\$111,340.00

**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 No. PK08004A
									Total Weights
Weights		20	15	10	10	10	15	20	100
Tenderer	Tender Sum	Grade s							INDEX
Wildland Consultants Limited	\$106,369.48	92	85	88	88	85	88	100	90
Landscape Management Services	\$185,520.64	88	80	88	88	87	90	62	82
Te Ngahere Limited	\$236,080.00	89	80	88	88	89	90	38	77
Boffa Miskell Limited	\$304,360.00	90	80	88	88	86	85	6	70
<b>Med.n Tender Price</b>	\$210,800.32								

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

**Table 2 - Summary of Tender Evaluation**

All companies who tendered for this professional services contract were found to have strong skill sets in all attributes. Wildland Consultants Limited submitted the lowest tender price.

Wildland Consultants Limited are the incumbent consultant and have consistently performed to a high standard over the last three (3) years.

### TAGS, ERRORS OR OMISSIONS

No tags, errors or omissions were found in any of the tender documents.

### CREDIT CHECK

A credit check on Wildland Consultants Limited dated 5 February 2008 revealed no adverse information.

### JOB COSTS

	<b>excl. GST</b>
<b>2008/2009 (Year 1)</b>	
Tender sum - Wildland Consultants Limited	\$53,184.74
Contingency	\$ 5,300.00
Engineering & Supervision	\$ 0.00
	-----
Total Job Cost for 2008/2009	\$58,484.74
<b>2009/2010 (Year 2)</b>	
Tender sum - Wildland Consultants Limited	\$53,184.74
Contingency	\$ 5,300.00
Engineering & Supervision	\$ 0.00
	-----
Total Job Cost for 2009/2010	\$58,484.74
<b>Total for 2 years (2008/2009 - 2009/2010)</b>	
Tender sum - Wildland Consultants Limited	\$106,369.48
Contingency	\$ 10,600.00
Engineering & Supervision	\$ 0.00
	-----
Total Job Cost	\$116,969.48

### SOURCE OF FUNDING

#### 2008/2009 (Year 1)

Budget Description (from Annual Budget line item)	Budget	Committed to Other Projects	Allocation to This Project	Unallocated Balance
Weed & Pest Control Maintenance	\$786,355	\$757,495	\$28,860	\$0
Revegetation Programme	\$214,000	\$202,310	\$16,990	\$0
Roadside Vegetation Control	\$303,000	\$290,366	\$12,634	\$0

#### 2009/2010 (Year 2)

Budget Description (from Annual Budget line item)	Budget	Committed to Other Projects	Allocation to This Project	Unallocated Balance
Weed & Pest Control Maintenance	\$786,355	\$757,495	\$28,860	\$0
Revegetation Programme	\$214,000	\$202,310	\$16,990	\$0
Roadside Vegetation Control	\$303,000	\$290,366	\$12,634	\$0

## SUMMARY

The results of the tender evaluation as summarised in Table 2 shows that the tender submitted by Wildland Consultants Limited achieved the highest index of 90. 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.

## RECOMMENDATIONS

1. That the Contract No. PK08004A - Vegetation Control - Programmed Management report be received.
2. That the tender from Wildland Consultants Limited for Contract No. PK08004A - Vegetation Control - Programmed Management in the sum of \$106,369.48 plus \$13,296.18 GST, totalling \$119,665.66 be accepted.
3. That the commitment to the 2008/2009 financial year for Contract No. PK08004A - Vegetation Control - Programmed Management totalling \$ 58,484.74 plus GST be approved.
4. That the commitment to the 2009/2010 financial year for Contract No. PK08004A - Vegetation Control - Programmed Management totalling \$ 58,484.74 plus GST be approved.
5. That authority to enter into Contract No. Pk08004A - Vegetation Control - Programmed Management on behalf of Council be delegated to Group Manager: Asset Management.

Report prepared by: Helen Biffin, Parks Contract Officer, Environmental.



## 6 CONTRACT NO. PK08007A - REVEGETATION PROGRAMME

### GLOSSARY

Bilfinger Berger Services Limited (BBS)

### PURPOSE OF THE REPORT

The purpose of this report is to seek approval from the Tenders Subcommittee to publicly call for tenders for Contract No. PK08007A - Revegetation Programme for a period of three (3) years from 1 May 2008 to 30 September 2010.

### BACKGROUND

Funding was allocated through the Annual Plan 2007/2008 and has been requested through the draft Annual Plan 2008/2009 to purchase and plant pre-ordered ecosourced native plants. All sites have been selected based on their ecological value and the potential impact of not planting.

All plants required as part of this project were pre-ordered and grown by Bilfinger Berger Services Limited (BBS) during 2007/2008 as part of Contract No. PK06011A - Supply of ecosourced Plants. All plants supplied for this contract are grown in accordance with best horticultural practices and Waitakere City Council's Ecosourcing Code of Practice and Ethics. Audits of ecosourcing records and plant stock health checks are carried out to confirm this.

### **SCOPE OF WORK**

The scope of work outlined in this contract involves site preparation, extensive environmental weed control, planting of 35,000 ecosourced plants (supplied by BBS through a separate contract), mulching and follow up maintenance at selected sites in the following reserves throughout the City:

Little Muddy Creek	Riverside Reserve
Gill Esplanade Reserve	Zita Maria Park
Laingholm Drive Esplanade Reserve	Armada Reserve
Alex Jenkins Memorial Park	Lagoon Way Reserve
Arama Reserve	Sunline Park
Arapito Foreshore Reserve	Clayburn Reserve
Tiroroa Esplanade	Don Buck Corner Reserve
Raroa Park	

### **ISSUES**

Native revegetation programme require site preparation, the removal of environmentally damaging weeds, planting stock and the use of an appropriate mulch to suppress weeds and help retain soil moisture. The most favourable time for undertaking this work is during the autumn and winter months and therefore spans two (2) financial years.

To maintain optimum plant growth it is beneficial to have the sites inspected regularly for an initial period of one (1) year when weed, pest and disease control and replanting of failed stock will be carried out. This work should begin in early spring and will therefore span a third financial year.

### **RESOURCES**

Funding of \$30,000 has been provided in the Annual Plan 2007/2008 for the site preparation to be carried out during May and June. Funding has been included in the draft Annual Plan 2008/2009 for \$214,000 to purchase ecosourced plants and to plant them and to provide maintenance of the sites for nine (9) months following planting. Funding will also be included in the draft Annual Plan 2009/2010 for an estimated \$20,000 for a further maintenance period of three (3) months.

### **SUMMARY**

In order to ensure that the best possible results are achieved during the Parks Revegetation Programme it is proposed to publicly tender Contract No. PK08007A - Revegetation Programme for a contract period of three (3) years from 1 May 2008 to 30 September 2010 subject to the availability of funding.

### **RECOMMENDATIONS**

1. That the PK08007A - Revegetation Programme report be received.
2. That approval be given to publicly call for tenders for Contract No. PK08007A - Revegetation Programme for a contract period spanning three (3) years from 1 May 2008 to 30 September 2010.

3. That the results of the tender evaluation process for Contract No. PK08007A - Revegetation Programme be reported back to the Tenders Subcommittee for approval.

Report prepared by: Helen Biffin, Parks Contracts Officer, Environmental.



## 7 CONTRACT NO. PK07030A - PIHA DOMAIN FOOTBRIDGE CONSTRUCTION

### PURPOSE OF THE REPORT

The purpose of this report is to seek approval from the Tenders Subcommittee to award Contract No. PK07030A - Piha Domain Footbridge Construction.

### BACKGROUND

This contract forms part of Council's Parks Structures Renewal Programme as provided for in the 2007/2008 Annual Plan. It comprises the construction of a replacement pedestrian footbridge which connects Piha Domain with Marine Parade South over the Piha Stream, Piha Beach.

### SCOPE OF WORK

The scope of work includes the supply of all necessary plant, labour and materials in order to construct a new pedestrian art footbridge at Piha Domain. Specific works include timber piles, structural beams, abutment walls, steel barrier panels and pre cast concrete decks.

### TENDERS RECEIVED

Tenders were publicly advertised with eighteen (18) sets of documents being uplifted. Five (5) tenders were received by the closing date of 29 January, 2008.

These are summarised in Table 1 below:

TENDERER	REG OFFICE	TENDER PRICE (excl. GST)
Fort Project Management Ltd	Auckland	\$702,225.00
Eastquip Ltd	Napier	\$741,538.52
Fibretek Ltd	Pakuranga	\$820,736.00
MRT Construction Ltd	Drury	\$877,573.00
Gibbons Contractors Ltd	North Shore	\$1,427,200.00
<b>Pre-tender contract estimate</b>		<b>\$665,925.00</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 Skills	Resource	Management	Method	Price	Total Weight
Tenderer	Weight	10	10	5	5	5	5	60	100
	Tender Sum	Grades							Index
Fort Project Management Ltd	\$ 702,225.00	65	70	65	65	70	75	64	66
Eastquip Ltd	\$ 741,538.52	70	60	65	75	70	70	60	63
Fibretek Ltd	\$ 820,736.00	60	65	70	70	70	70	50	57
MRT Construction Ltd	\$ 877,573.00	55	50	50	60	60	65	43	48
Gibbons Contractors Ltd	\$1,427,200.00	70	70	75	75	70	65	-24	14
Median Tender Price	\$ 820,736.00								

**Table 2 - Summary of Tender Evaluation**

Fort Project Management Limited is an experienced construction company, and has worked with a number of local Councils within the Auckland region, predominately on the construction of water supply reservoirs. Recently they have undertaken the construction of timber pedestrian footbridges for North Shore City Council. Fort Project Management Limited have not carried out any previous work for Council, however, referees contacted praised their work stating it was of a high professional quality. A tender clarification meeting was held with Fort Project Management Limited. This is discussed in further detail below.

The second lowest priced tender submitted by Eastquip Limited did not contain all the required company attribute information including management skills and methodology. This was raised with Eastquip Limited and they subsequently provided the requested information within the required timeframes. Eastquip Limited are an engineering and fabrication company based in the Hawkes Bay. They have carried out bridge construction contracts in the past and reference checks have indicated these contracts were completed to a good standard. Eastquip Limited have not carried out any previous work for Council.

The tender from Fibretek Limited was very detailed. They are an experienced civil engineering company and have completed numerous roading bridge maintenance and construction projects across Auckland.

The lowest price submitted by Fort Project Management Limited exceeded the pre-tender estimate. This has been attributed to the complexity and risks of the project. The location of the footbridge has also been attributed to this given the ever increasing costs associated with the transportation of materials and labour.

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

The tender from Fort Project Management Limited contained several tags. A tender clarification meeting was held with Fort Project Management Limited to discuss the tender tags. Five of the tags were accepted, two were removed and a further three were clarified and later accepted. The tags have been satisfactorily modified by subsequent correspondence from the tenderer. None of the adjustments have any cost implication to the final tender sum nor do they affect the relative standing of any of the tenderers.

The tenders from Eastquip Limited and MRT Limited contained several tags, however these were not investigated further as they had no bearing on the outcome of the tender evaluation.

Eastquip Limited omitted to submit all the required attribute information as part of their tender. On request Eastquip Limited provided the required information.

The tenders from Gibbons Contractors Limited and Fibretek Limited contained no tags, errors or omissions.

### CREDIT CHECK

A credit check on Fort Project Management Limited dated 18 February 2008 revealed a moderate risk in the likelihood of the company experiencing financial distress during the next twelve months. This was investigated in further detail and Legal Services have advised, awarding a contract to Fort Project Management Limited is not a serious risk to Council. As a precautionary measure a bond of 10% of the contract sum will need to be secured prior to work commencing on site. This has been discussed with Fort Project Management Limited should they be awarded the contract and they have accepted this requirement.

### JOB COSTS

	<b>excl. GST</b>
Tender sum - Fort Project Management Limited	\$702,225.00
Contingency	\$ 70,222.00
Engineering and Supervision	\$ 42,000.00
Consents	\$ 14,000.00
	-----
Total Job Cost	\$828,447.00
<b>Budget Available</b>	<b>\$665,925.00</b>
	-----
Funding Shortfall	\$162,522.00

It is proposed to make up the funding shortfall of \$162,522 from funding of \$280,000 allocated in the 2007/2008 Annual Plan for the Waitakere River Protection Measure. An options report on the Waitakere River Protection Measure was presented to the Waitakere Community Board at its February 2008 meeting and they have approved and recommended to Infrastructure and Works Committee to continue with the current level of maintenance instead of the installation of hard structures. This has resulted in the majority of the budget for the Waitakere River Protection Measure no longer being required, subject to the decision by Infrastructure and Works Committee at its meeting on 3 March 2008.

### SOURCE OF FUNDING

Budget Description (from Annual Budget line item)	Codes	Budget	Committed to Other Projects	Allocation to This Project	Unallocated Balance
Structures Renewals	8AMPK-08-040	\$847,000	\$399,940	\$447,060	\$0
Structures Upgrade Associated with	8AMPK-08-038	\$406,000	\$187,135	\$218,865	\$0

Budget Description (from Annual Budget line item)	Codes	Budget	Committed to Other Projects	Allocation to This Project	Unallocated Balance
Renewals					
Waitakere River Protection Measure	8AMPK-08-031	\$280,000	\$50,000	\$162,522	\$67,478
<b>Total</b>		<b>\$1,533,000</b>	<b>\$637,075</b>	<b>\$828,447</b>	<b>\$67,478</b>

### SUMMARY

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

Fort Project Management Limited has the necessary skills and experience to carry out the contract works successfully.

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.

### RECOMMENDATIONS

1. That the Contract No. PK07030A - Piha Domain Footbridge Construction report be received.
2. That the Tenders Subcommittee recommends to the Finance and Operational Committee that funding of \$162,522.00 from the Waitakere River Protection Measure Budget be allocated to Contract No. PK07030A - Piha Domain Footbridge Construction to fund the budget shortfall.
3. That subject to resolution (2) above the tender from Fort Project Management Limited for Contract No. PK07030A - Piha Domain Footbridge Construction in the sum of \$702,225.00 plus \$87,778.13 GST, totalling \$790,003.13 be accepted.
4. That a bond of \$70,222.50 (10% of the contract sum) for Contract No. PK07030A - Piha Domain Footbridge Construction be secured before Fort Project Management Limited commences work on site.
5. That authority to enter into Contract No. PK07030A - Piha Domain Footbridge Construction on behalf of Council be delegated to the Group Manager: Asset Management.

Report prepared by: Katharine Slack, Team Leader, Parks Asset Development.



## 8 **CONTRACT NO. TA06060C - ARMADA DRIVE CYCLEWAY: PHYSICAL WORKS**

### **PURPOSE OF THE REPORT**

The purpose of this report is to seek approval from the Tenders Subcommittee to award Contract No. TA06060C - Armada Drive Cycleway: Physical Works

### **BACKGROUND**

The Armada Drive Cycleway will run from the intersection of Armada Drive and Luanda Drive in Ranui, to the Henderson Railway Station. It will travel along Armada Drive, Ranui Station Road, Metcalfe Road, Munroe Road, Summerland Drive, Harvest Drive, Sturges Road, Vintage Drive, through the Henderson Park connecting with the Twin Streams Cycle Route, and along Smythe Road to the Henderson Railway Station.

Waitakere City Council is in the process of upgrading and improving the cycle network within the City. As part of the upgrade process Council will construct new cycleways that will provide linkages with the existing cycleways, in turn creating a more holistic route for cyclists to utilise and provide increased travel options for the residents in Waitakere.

This route will provide a link between Ranui and the Henderson Rail Station it will also provide linkages with Twin Streams Cycleways. The majority of the route is on road, however small sections of off road paths were included to improve safety in some specific locations and intersections.

### **SCOPE OF WORK**

The scope of work is for a signed cycle route on the existing roads between the Henderson Town Centre and Armada Drive with dedicated cycle paths and facilities constructed at following intersections and locations:

- Armada Drive, Swanson from the intersection with Luanda Drive to the intersection with Swanson Road;
- Ranui Station Road from the intersection with Swanson Road to the intersection with Metcalfe Road;
- Metcalfe Road between Ranui Station Road and Munroe Road, crossing the North Auckland Railway Line;
- Munroe Road between the intersection with Metcalfe Road and the Paremuka Bridge;
- Summerland Drive between the Paremuka Bridge and the intersection with Harvest Drive;
- Harvest Drive between the intersection with Summerland Drive and Sturges Road;
- Sturges Road between Harvest Drive and Vintage Drive;
- Vintage Drive between the intersection with Sturges Road and the intersection with Khaleel Place;
- Khaleel Place between the intersection with Vintage Drive and the entrance to Henderson Park;
- Through Henderson Park from Khaleel Place to Smythe Road, crossing the Opanuku Stream on an existing foot bridge;
- Smythe Road from Henderson Park to the Henderson Town Centre.

## TENDERS RECEIVED

Tenders were publicly advertised through Tenderlink, with nine sets of documents being downloaded. There were two tenders received by the closing date of 15 January 2008. These are summarised in Table 1 below:

TENDERER	REG OFFICE	TENDER PRICE (excl. GST)
Highways Systems Limited	Penrose	\$277,812.09
P & M Paving and Construction Limited	Ponsonby	\$266,913.57
<b>Pre-tender contract estimate</b>		<b>\$304,417.75</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 Land Transport New Zealand's "Competitive Pricing Procedures Manual".

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

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 TA07017 B
									Total Weights
	<b>Weights</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>70</b>	<b>100</b>
Tenderer	Tender Sum	Grades							INDEX
Highways Systems Limited	\$277,812.09	<b>78</b>	<b>78</b>	<b>77</b>	<b>75</b>	<b>72</b>	<b>65</b>	48	56
P & M Paving and Construction Limited	\$266,913.57	<b>60</b>	<b>80</b>	<b>50</b>	<b>65</b>	<b>50</b>	<b>55</b>	52	54
<b>Med.n Tender Price</b>	<b>\$272,362.83</b>								

**Table 2 - Summary of Tender Evaluation**

The tender submitted by Highways Systems Limited showed them to be a quality organisation, they were awarded good marks on all aspects covered by the evaluation. They have relevant experience as they have completed two very similar cycleway projects. All the references that were provided were contacted and all gave positive feedback, the referees were also happy with work done by Eastend Contracting Limited, who are listed as a subcontractor. The key people listed by Highways Systems Limited have very good experience and a comprehensive list of machinery was also provided. A Management Chart showing roles and relationships provided a good description of their management systems. The methodology provided is a competent description as it lists the general principles with an emphasis on programming.

Highways Systems Limited was founded in 2001. Their core business is road marking and specialist road surfacing. Current and past clients include Auckland City Council, North Shore City Council and Manukau City Council.

Highways Systems Limited has successfully completed a number of significant cycleway projects nationwide including the Carrington Road/Mount Albert Road Cycleway and the Manukau City Council Strategic Cycleway.

Reference checks made on a selection of clients indicated a well-resourced, well-managed and capable contractor.

The tender submitted by Highways Systems Limited was received seven minutes after the closing time of 4pm. Council's process for accepting late tenders was followed and approval was given to accept this tender. All members of the evaluation team were made aware of this incident and it was taken into account during the evaluation process.

P & M Paving and Construction Limited have good experience in paving and footpath construction, however, they have not been involved in any cycleway projects. The referees gave positive feedback on all work completed by P & M Paving and Construction. Details provided on key staff were very brief and did not provide sufficient information. A comprehensive list of machinery was provided, however, details of sub contractors were not provided. Minimal information about the management of P & M Paving and Construction Limited was provided. A brief methodology was given, however it did not go into detail about the programming of works. The submission indicated that this information would be provided should the tender be accepted.

#### TAGS, ERRORS OR OMISSIONS

There were no errors or omissions in any of the tenders received. .

#### CREDIT CHECK

A credit check dated 14 February 2008 on Highways Systems Limited revealed no adverse information.

#### JOB COSTS

	excl. GST
Tender sum - Highway Systems Limited	\$277,812.09
Contingency	\$ 27,800.00
	-----
Total Job Cost	\$305,612.09

#### SOURCE OF FUNDING

Budget description	Codes	Budget	Committed to other projects	Allocation to this project	Unallocated balance
Cycleway Recreational Off Road Routes	8AMTA-07-106	435,000	95,000	305,225.09	34,387.91

#### SUMMARY

The results of the tender evaluation as summarised in Table 2 shows that the tender submitted by Highways Systems Limited achieved the highest index of 56.

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.

### **RECOMMENDATIONS**

1. That the Contract No. TA06060C - Armada Drive Cycleway: Physical Works report be received.
2. That the tender from Highways Systems Limited for Contract No. TA06060C - Armada Drive Cycleway: Physical Works in the sum of \$277,812.09 plus \$34,726.51 GST, totalling \$312,538.60 be accepted.
3. That authority to enter into Contract No. TA06060C - Armada Drive Cycleway: Physical Works on behalf of Council be delegated to the Group Manager: Asset Management.

Report prepared by: Scott Abbot, Project Manager.

