



# 970 Procurement Plan – Pouto Wharf Physical Works

Approvals				
Name	Role	Signature	COI *	Date
Mark Bell	Project Manager (Author)		no	21/01/20
Jim Sephton	Project Director			
John Burt	Procurement Manager			
Louise Miller	DFA holder (Approver)			
Dewi Todd-Jones	Principals Advisor		No	25/01/20

**Conflict of Interest** - By signing the No Conflict of Interest Declaration I hereby declare that to the best of my knowledge I do not have:

- any financial (shareholding or pecuniary) or other related interest in the supply of goods and services for the project named below;
- any relatives or friends with a financial interest in the goods and services to be supplied for the project named below; or,

any personal obligation which would in any way affect my decisions in relation to the process I have been asked to undertake for Kaipara District Council.

**Approval** - Once fully approved the project manager or business owner may procure goods and services according to the plan. Any material deviations from the plan must be reapproved by those who have endorsed and approved the plan.

## 1 Project Related Information

<b>1.1 Project Name</b>	Pouto Wharf
<b>1.2 Total Project Budget</b>	\$1,809,120
<b>1.3 Total Estimated Procurement Cost</b>	\$10k

### 1.4 Briefly describe the project this procurement relates to?

This procurement plan relates to the securing of a Contractor and their designer for the construction of a wharf at Pouto. This forms part of the Kaipara Kickstart programme funded through MBIE.

The Procurement Strategy was approved by Council in the meeting on October 28<sup>th</sup> 2020 and the the document is appended.

WSP Consultants have been appointed as the Principals Advisor following their involvement in the development of the concept design.

The Business Case has been completed and a preferred location and concept agreed with Iwi , community and investment partners.

WSP will develop the Principals Requirements including areas where we are happy for the Contractor to Value Manage so that an affordable solution which aligns with their construction methodology.

WSP will be the Engineers Representative for the Contract.

## 2 Procurement Stream ONE - Construction

If your project has multiple procurement streams replicate this section for each stream

### 2.1 What is being procured?

**Contractor and Designer**

**Estimated Procurement Stream Cost: \$75k including design development**

### 2.2 Is there an established panel of suppliers that can be used for this procurement?

No. However four contractors have been shortlisted to progress to the next stage.

### 2.3 What suppliers are capable of providing the goods or services required for this procurement stream?

The four Contractors shortlisted are

Brian Perry Civil

Concrete structures

LDE/STF

United Civil

### 2.4 What type of tender is being recommended? (if applicable)

<b>Competitive (Open)</b>	
<b>Competitive but closed (Closed/Selective)</b>	Yes
<b>Non Competitive (Direct/Selective)</b>	

### 2.5 What is the nominated procurement approach and why this is the best procurement approach?

A modified Design and Construct approach has been adopted. This is because the greatest risk for the project is that it exceeds budget and early involvement of the Contractor is seen as the most effective mitigation of this issue.

To achieve the optimum price, the Principal acknowledges that

- There is a need to be flexible on programme
- There is a need to allow the construction methodology influence the design of the wharf
- There is a need to optimise some design standards

The proposed approach is to

- Develop the Principals Requirements including areas where innovation could be directed
- Hold an interactive meeting with all five shortlisted Contractors – **January/ February**
- Issue the Request for Proposal with a focus on

- Methodology
- Team and experience (capability)
- Capacity and resources to do this work
- Performance during interactive
- Confidence that the project can be delivered within budget (Pass/Fail)
- Evaluate the proposal and shortlist a Preferred and Reserve Contractor - **February**
- Work with the Preferred Contractor to develop and finalise the Principals Requirements
- Request for Proposal (Price) **March / April**
- Evaluate Price (Pass / Fail)
- If an affordable price cannot be achieved then the Principal retains the right to seek a price from the Reserve Contractor
- If Prices are approved then the Contractor will complete the detailed design and construction
- A Seperable Portion will be awarded for completion of the Detailed Design and any variation from the agreed price will be negotiated
- A Seperable Portion will be awarded for Construction on a Measure and Value basis

## 2.6 What are the procurement/logistics risks related to this procurement stream, proposed mitigation measures and/or risk allowances?

Risk	Mitigation
Construction costs exceed the funding	Involve Contractor in the development of the Principals Requirements
Construction costs exceed the funding	Include the funding limitations part of the non price tender
With allowing a potentially wide variety of tendered options, there may be a perception that scoring fairly between them may not be possible	Tenderers to be made aware that all submissions are considered alternatives, and that they will be marked on the basis of which one meets the most Principal's Requirements
Resources not available to complete the works	Be flexible on programme

## 2.7 Evaluation Team (for both tenders and non-competitive procurement)

Role	Name	Group
Project Manager	Mark Bell	Infrastructure Services
Evaluation Team Member	<b>Dewi Todd-Jones</b> <b>Jim Sephton</b>	WSP Infrastructure Services

## 2.8 Evaluation Criteria and Scoring (See Guidelines for an example)

NON-PRICE CRITERIA	WEIGHTING
Proposed Methodology	60

Capability	10
Capacity	10
Performance During Interactive	20
<b>NON-PRICE TOTAL</b>	
Ability to deliver within budget	Pass / Fail
<b>TOTAL</b>	<b>100%</b>
<b>2.9 Contract Documentation</b>	
<b>Contract Type:</b>	NZS3916:2013 <b>Measure &amp; Value</b>
<b>Contract file location:</b>	<b>4107.970</b>

Appended document: Pouto Wharf Physical Works Procurement Plan