



Procurement Plan (> \$500,000)

964 Pahi Wharf Physical Works

This document seeks approval from Louise Miller, as delegated financial authority holder to:

- Undertake procurement processes for goods or services to an estimated value of \$700K

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.


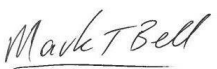


Signed: 	Signed: 
Name: Mark Bell	Name: Joanne Reid
Role: Project Manager	Role: Programme Manager
Statement: This procurement plan has incorporated objectives of the business owner and is designed to deliver best "whole of life" cost solution for TP and its customers.	Statement: This procurement plan has an approved business case and budget to cover this procurement.
Date: 25/02/2021	Date: 19/03/21
Signed: 	Signed: 
Name: Jim Sephton	Name: John Burt
Role: General Manager	Role: Procurement Manager
Statement: I approve/recommend the CEO to approve this procurement plan.	Statement: This procurement plan meets all procurement policy requirements and approved procurement strategies.
Date:	Date:
Signed:	
Name: Louise Miller	
Role: CE	
Statement: I approve this procurement plan.	
Date:	

1 No Conflict of Interest Declaration

If you feel that you may have a conflict of interest then please email a Procurement representative immediately to formalise your declaration.

By signing below 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.

Name	Role	Signature
Joanne Reid	Programme Manager	
Mark Bell	Project Manager	
Jim Sephton	General Manager	
John Burt	Procurement Manager	
Louise Miller	CE	

2 Project Related Information

2.1 Project Name	Pahi Wharf Physical Works
2.2 Total Project Budget	864,000
2.3 Total Estimated Procurement Cost (BC1)	700,000

2.4 Briefly describe the project this procurement relates to?

This Procurement Plan relates includes separating contract award into two portions, the direct award to Bellingham's and to tender out the second portion to the local market aligning this with our social procurement values.

- 1) Head Contractor engagement to provide physical works for the fabrication, supply and installation of a new gangway and pontoon at Pahi Wharf.
- 2) Local contractor engagement to provide improvements to the existing wharf including the supply and installation of a new landing which will connect the existing wharf structure to the new gangway.

3 Procurement Streams

A procurement stream is an individual procurement. For example, a project may involve the procurement of an asset and the installation of that asset. This would typically involve two streams; one for the procurement of the asset and one for the procurement of the installation services. (Insert new rows for additional streams if necessary)

Name	Estimated Procurement Cost
3.1 Contractor – Gangway and Pontoon	625,000
3.2 Local Contractor – Repairs and Landing	75,000

This procurement relates to the physical works component at Pahi, the scope of works includes improvements to the existing wharf, fabrication and installation of a new pontoon and a new gangway. These upgrades are in line with the approved Kaipara KickStart Programmed Business Case for the Wharves Programme.

4 Procurement Stream ONE – Contractor for Gangway and Pontoon

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

4.1 What is being procured?

The direct appointment of Bellingham's Marine Limited as Contractor for Pahi Wharf Gangway and Pontoon.

4.2 Is this procurement subject to previously approved procurement strategy?

Yes

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

No

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

Bellingham Marine Limited

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

Competitive (Open)	
Competitive but closed (Closed/Selective)	
Non Competitive (Direct/Selective)	Direct Appointment

4.6 What is the nominated procurement approach and why this is the best procurement approach?

Bellingham Marine Limited to be Direct Appointed to meet the tight timeframe and budget. Value for money has been recognised in Bellingham's schedule of works submission.

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

N/A

4.8 What is the Procurement Policy exemption being proposed (if an Open Tender (Competitive) is not being utilised) and what is the justification for this exemption?

Direct appointment of Bellingham's Marine Limited to provide value for money as they have provided onsite investigative and construction methodology advice, as well as supplying design & procurement support to align with the social procurement outcomes.

4.9 Are there any specific contract terms applying to this procurement?

Defects Liability Period

Liquidated Damages

5 Procurement Stream ONE Method – Contractor for Design & Build

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

5.1 Procurement Timelines

Include high-level activities for the procurement stream. This should consider the tender activities. Refer to the Procurement Guidelines for examples.

	Milestone Name	Start Date	End Date
1	Proposal from Bellingham's (based on preliminary)	17/08/20	01/02/21
2	Consent and Detailed Design	17/08/20	01/04/21
3	Agreement for Sale & Purchase Signed	30/09/20	25/02/21
4	Proposal from Bellingham's (based on detailed design)	30/09/20	01/04/21
5	Contract Award - Bellingham's	15/03/21	15/04/21
7	Contract start/completion	19/04/21	01/09/21

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

Role	Name	Group
Project Manager	Mark Bell	Infrastructure Delivery
Evaluation Team Member	Jody Kelly	Hoskin Civil
Evaluation Team Member	Jagdeep Singh	Infrastructure Delivery

5.3 Evaluation Criteria and Scoring (See Guidelines for an example)

NON-PRICE CRITERIA	WEIGHTING
Proposed Methodology	Pass/Fail
Capability	Pass/Fail
Capacity	Pass/Fail
NON-PRICE TOTAL	
Price	Pass/Fail
TOTAL	100%

5.4 Identify the form of contract to be utilised for this procurement

NZS3916 Traditional Contract

5.5 Where is the contract located in P: drive

4107.964

5.6 Estimated Costs (modify to suit relevant costs)

Description	Cost
Total procurement cost	625,000

6 Procurement Stream TWO – Local Contractor Wharf Repairs and Landing

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

4.1 What is being procured?

The repairs and strengthening to the existing wharf structure and the supply and installation of a new landing which will connect the existing wharf structure to the new gangway.

4.2 Is this procurement subject to previously approved procurement strategy?

Yes

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

No

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

Hubands Contracting, Wilson Earthmovers, King Brothers Construction

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

Competitive (Open)	
Competitive but closed (Closed/Selective)	Invited tender
Non Competitive (Direct/Selective)	

4.6 What is the nominated procurement approach and why this is the best procurement approach?

Invited tender to selected Kaipara based contractors capable of performing this work.

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

N/A

4.8 What is the Procurement Policy exemption being proposed (if an Open Tender (Competitive) is not being utilised) and what is the justification for this exemption?

N/A

4.9 Are there any specific contract terms applying to this procurement?

Defects Liability Period

Liquidated Damages

7 Procurement Stream TWO Method – Local Contractor Wharf Repairs and Landing

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

5.1 Procurement Timelines

Include high-level activities for the procurement stream. This should consider the tender activities. Refer to the Procurement Guidelines for examples.

	Milestone Name		End Date
1	Receive submissions, evaluate		26/03/21
2	Contract Award		15/04/21
3	Completion of construction work		31/05/21

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

Role	Name	Group
Project Manager	Mark Bell	Infrastructure Delivery
Evaluation Team Member	Jody Kelly	Hoskins Civil
Evaluation Team Member	Jagdeep Singh	Infrastructure Delivery

5.3 Evaluation Criteria and Scoring (See Guidelines for an example)

NON-PRICE CRITERIA	WEIGHTING
Proposed Methodology	Pass/Fail
Capability	Pass/Fail
Capacity	Pass/Fail
NON-PRICE TOTAL	
Price	Pass/Fail
TOTAL	100%

5.4 Identify the form of contract to be utilised for this procurement

NZS3910 shortform

5.5 Where is the contract located in P: drive

4107.964

5.6 Estimated Costs (modify to suit relevant costs)

Description	Cost including internal costs
Total procurement cost	75,000

8 Relevant Reference Documentation

Provide the document name and hyperlink to the document. Documents may also be attached as an appendix to this plan.

Source Name	Brief Description	Hyperlink/Location
Programme Business Case	Kaipara Water Transport Network & Wharves Feasibility Study / Programme Business Case	MS Teams file site.