

NZ TRANSPORT AGENCY  
WAKA KOTAHI**Notice to Tenderers****Appendix XXI****Ref: NZTA 345PN - T**

08 April 2009

«Tenderers\_Name»

«Address\_1»

«Address\_2»

«Address\_3»

«Address\_4»

«Address\_5»

«Address\_6»

«Fax\_Number»

Dear «Contact\_Name»

**CONTRACT No. NZTA 345PN****CONTRACT DESCRIPTION:** Transmission Gully – Phase II Investigations – Engineering and Environmental Assessments**NOTICE TO TENDERERS No. 1****Preamble****Background**

Page 6 5<sup>th</sup> bullet point – Amend “*environmental and ecological investigations and monitoring.*” to read “*some social and environmental assessments.*”

**Section B – Instructions for Tenderers****3.14.2 Track Record**

Page 28 first paragraph- first line - Amend the words “*projects under construction or complete, ...*” to read “*projects, phases or commissions under construction or complete,...*”

**TET comment** - *A project that has been successfully constructed has to some degree more 'value' than one where consents have been obtained but not yet been implemented, due to the often times challenges faced during construction by a contractor in achieving the consent conditions and the associated additional out-turn costs for NZTA. For NZTA projects, a phase will be deemed complete if a final PACE has been issued for that phase.*

**4.11.1 Existing Phase II Consultants****4.11 Probity**

*Insert the following new Clause:*

#### 4.11.1 Existing Phase II Consultants

“A Planning Reference Group (PRG), comprising a number of strategic planning advisers has already been appointed, their purpose being to provide strategic planning advice to the TG Project Team (and other consultants) in order to deliver a successful Phase II outcome.

A Risk Facilitator has also been appointed, the purpose being to identify risk across the project and assist in the development of a register of risks and contingencies.

It is to be noted by prospective tenderers that neither the Strategic Planning Advisors appointed to the PRG nor the Risk Facilitator are prevented, either individually or in any consultancy company with which they may be associated, from tendering for this “Engineering and Environmental Assessments” contract (NZTA 345PN) or any other work connected with the Phase II Investigations. However, for NZTA probity purposes and to ensure transparency and value for money, it is a condition of the PRG and Risk Facilitator contracts of engagement that the Advisors and Risk Facilitator must not use, or allow others to use, any knowledge or information that they may have gained from their involvement in the Phase II Investigations when preparing a tender for any subsequent Phase II Investigations.

Any Tenderer for this “Engineering and Environmental Assessment” contract (NZTA 345PN) that intends to involve any of the existing Strategic Planning Advisors or Risk Facilitator (or their consultancy companies) is required to demonstrate how they have avoided gaining any advantage over other tenderers as a result of the Strategic Planning Advisor or Risk Facilitator’s involvement in the Phase II Investigations. Failure to adequately demonstrate this point to the NZTA’s satisfaction will result in the tender being deemed non-conforming.”

#### 4.11.2 Probity Auditor

*Amend the existing Clause No. from “4.11” to “4.11.2” and amend the title to read “**Probity Auditor**”*

## Section C – Tender Form, Pricing and Personnel Schedules

### Personnel Schedules

Tenderers have asked whether the roles listed in the Personnel Schedules are fixed. The roles are not fixed. This is anticipated in the RFT by the allowed inclusion of a project organisation chart and management structure (refer page 25).

**TET comment** - *To assist the TET team; while job titles may differ, where the actual roles are similar that should be recognised and identified by the consultant, as should the level of seniority of additional positions relative to the nominated key personnel.*

Workstream 7: Landscape and Visual Assessment – Key Personnel (page 61). Delete **iv. Quality Representative/Peer Reviewer** (duplicated) and re-number the remaining three roles.

### Pricing Schedules

Tenderers have identified that the following personnel appear in the Personnel Schedules but not the Additional Services Schedules: Workstream 3 : Design Manager/Principal Bridge Designer and Workstream 6 Graduate Traffic Engineer.

Revised pricing schedules are attached for these two workstreams. Electronic copies of the revised pricing schedules will be available on the Transmission Gully web-site information-centre at

<http://www.transit.govt.nz/projects/transmission-gully/information-centre/index.jsp>

## Section D – Contract Scope

### 4.0 Technical Scope

#### 4.1 Geographic Information Systems

It could be inferred from the RFT that NZTA's preferred GIS platform is ESRI and the preferred co-ordinate system is TM. That is not the case but was the platform and co-ordinate system used for the scheme assessment, and the successful GIS consultant may be required to convert spatial information from those systems.

In order to clarify the situation please make the following amendment to the tender document.

*Technical Requirements and Deliverables* (page 97) – Add the following sentence at the end of the first paragraph.

*“NZTA preference is that spatial data be supplied in MapInfo native (TAB) format or MapInfo interchange (MIF/MID) format using a New Zealand Map Grid (NZMG) projection”*

#### Workstream 12 – Water Quality Measurement, Modelling and Assessment

Tenderers have asked whether this workstream would include hydrological modelling, or if that will be undertaken as part of workstream 4. The intention was that the hydrological modelling would be undertaken by the successful workstream 4 consultant.

In order to clarify the above, please make the following amendment to the tender document.

Clause 4.12 of Section 4 – Technical Requirements and Deliverables – first paragraph (page 107). Amend the words “...**hydrological modelling, assess...**” to read “... **hydrological modelling review, assess...**”

**TET comment** – *NZTA recognises that the TET team are not experts in this field. Consultants may choose to submit a different methodology to that assumed above for either or both workstreams, and this is recognised in the development of the technical scope in the two-stage tendering process.*

#### Workstream 13 - Utilisation of Physical Resources

Tenderers have asked for clarification of the description of this workstream. NZTA's wider objectives include a requirement to manage energy consumption and waste in a cost-effective and sustainable manner, and to efficiently use resources in its state highway business. ie. reduce, recycle and re-use. This is also known as waste and energy management.

## Section F – Tender Evaluation Forms

### Workstream 1 – Geographical Information Systems (GIS)

Page 124 – Personnel – Amend “**CAD Technician**” to read “**CAD/GIS Technician(s)**”

#### Technical Skills (Form C)

Tenderers have asked for clarification of the relative weightings of the positions listed in the **Technical Skills (Form C)** Section. All positions have an equal weighting.

**TET comment** - *While this may appear to undervalue experienced and more skilled senior staff members, tenderers may choose and are likely to allocate such individuals to more than one role. This will automatically increase their value as a team member when evaluating the tender.*

*Evaluators are not required to adopt a purely mathematical approach to the evaluation but can moderate their scores to reflect the overall team composition, the methodology being proposed and the roles of those team members, and/or the advice provided by referees.*

### **Methodology (Form D)**

Tenderers have asked for clarification of the relative weightings of the sections listed in the Methodology section.

*It is assumed that this is in order to try and understand the relative value NZTA places on each of the sub-attributes, and to allow consultants to focus their tendering efforts accordingly.*

As stated in the document, if no sub-attribute weightings are shown, the assessment criteria will be evaluated as having equal weightings. Where a section has a weighting allocated to only one sub-attribute, the remainder should be taken as being equally weighted.

However in order to provide some guidance to Tenderers as requested, weightings are provided for the following workstreams:

#### **Workstream 2 – Roading Design**

<b>Factor</b>	<b>Weighting %</b>
Knowledge of the TG project and area, issues and factors	15
Knowledge and delivery of innovative roading solutions, that achieve or exceed NZTA 's technical requirements and project objectives	20
Delivery of quality documents and comprehensive document management and control (the tender submission and any presentations will be taken as a measure of this factor)	20
Identification of geotechnical and site related issues and requirements	15
Interaction with other Workstreams, and technical and other stakeholders	20
Risk management and development of treatment plans	10

#### **Workstream 4 – Hydrology and Stormwater Control**

<b>Factor</b>	<b>Weighting %</b>
Knowledge of the TG project and area, issues and factors	10
Knowledge of the RMA, NZHPT, and NoR consenting processes	20
Proposed field surveys, baseline monitoring and testing and mitigation design	20
Identification of geotechnical and site related issues and requirements	10
Interaction with other Workstreams, and technical and other stakeholders	15
Presentation of AEE reports and other technical presentations	15
Risk management and development of treatment plans	10

**Workstream 5 – Programme and Cost Estimation (risk adjusted) Services**

<b>Factor</b>	<b>Weighting %</b>
Knowledge of the TG project and area, issues and factors	10
Delivery of quality documents and comprehensive document management and control (the tender submission and any presentations will be taken as a measure of this factor)	20
Involvement of experienced construction personnel and identification, development and presentation of resource loaded, programme and risk-adjusted cost estimates	25
Identification of geotechnical and site related issues and requirements	20
Interaction with other Workstreams, and technical and other stakeholders	15
Risk management and development of treatment plans	10

**Workstream 6: Transportation and Traffic Impacts Assessments**

<b>Factor</b>	<b>Weighting %</b>
Knowledge of the TG project and area, issues and factors	15
Knowledge of the RMA, NZHPT, and NoR consenting processes	15
Proposed model development and validation techniques	15
Delivery of quality documents and comprehensive document management and control (the tender submission and any presentations will be taken as a measure of this factor)	15
Interaction with other Workstreams, and technical and other stakeholders	15
Presentation of AEE reports and other technical presentations	15
Risk management and development of treatment plans	10

**Workstream 7 – Landscape and Visual Assessment**

<b>Factor</b>	<b>Weighting %</b>
Knowledge of the TG project and area, issues and factors	15
Knowledge of the RMA, NZHPT, and NoR consenting processes	20
Proposed field investigations and mitigation design	20
Identification of land entry requirements and interaction with technical and other stakeholders	15
Presentation of AEE reports and other technical presentations	20
Risk management and development of treatment plans (10%)	10

Please acknowledge receipt of this notice **by fax** within 24 hours and with your tender.

Yours faithfully



Sina Asi -  
for Tenders Secretary

**TRANSMISSION GULLY - PHASE II INVESTIGATIONS  
ENGINEERING AND ENVIRONMENTAL ASSESSMENTS**

**WORKSTREAM 3: STRUCTURAL DESIGN**

**ADDITIONAL SERVICES SCHEDULE - REVISION 1**

Additional services may be broken down into personnel, computing time and vehicle running for the project. Each item has been assigned an arbitrary number of hours or kilometres for which the Tenderer shall provide rates.

These rates shall apply for any Additional Services or Provisional Sum items of work, irrespective of the number of hours estimated in the Schedule below. The total amount arrived at shall be transferred to the Contract Pricing Schedule.

<b>Item</b>	<b>Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rate</b>	<b>Amount</b>
1	Expert Witness	Hrs	20		
2	Quality Representative/Peer Reviewer	Hrs	40		
3	Design Manager/Principal Bridge Designer	Hrs	20		
4	Senior Bridge Designer/Engineer	Hrs	40		
5	Bridge Designer	Hrs	60		
6	Retaining Wall Design Engineer	Hrs	80		
7	Geotechnical (Foundation Design) Engineer	Hrs	60		
8	Specialist Draughtsman	Hrs	50		
9	Graduate Civil and Structural Engineer	Hrs	80		
10	CAD Technician	Hrs	80		
11	Administration Personnel	Hrs	40		
12	Vehicle Running	km	300		
<b>TOTAL ADDITIONAL SERVICES:</b> (Transfer to the Workstream Pricing Schedule)					

**TRANSMISSION GULLY - PHASE II INVESTIGATIONS  
ENGINEERING AND ENVIRONMENTAL ASSESSMENTS**

**WORKSTREAM 6: TRANSPORTATION AND TRAFFIC IMPACTS ASSESSMENT**

**ADDITIONAL SERVICES SCHEDULE – REVISION 1**

Additional services may be broken down into personnel, computing time and vehicle running for the project. Each item has been assigned an arbitrary number of hours or kilometres for which the Tenderer shall provide rates.

These rates shall apply for any Additional Services or Provisional Sum items of work, irrespective of the number of hours estimated in the Schedule below. The total amount arrived at shall be transferred to the Contract Pricing Schedule.

<b>Item</b>	<b>Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rate</b>	<b>Amount</b>
1	Expert Witness	Hrs	20		
2	Quality Representative/Peer Reviewer	Hrs	20		
3	Senior Transportation Planner	Hrs	40		
4	Transportation Analyst	Hrs	40		
5	Senior Traffic Modeller	Hrs	40		
6	Traffic Modeller (micro-simulation)	Hrs	40		
7	Graduate Traffic Engineer	Hrs	40		
8	Administration Personnel	Hrs	10		
9	Vehicle Running	km	200		
<b>TOTAL ADDITIONAL SERVICES: (Transfer to the Workstream Pricing Schedule)</b>					