



Thames-Coromandel District Council  
**Procurement Plan 2022 / 2023**

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## Review Schedule

| Rev No. | Date     | Description        | Prepared By               | Reviewed By | Approved By |
|---------|----------|--------------------|---------------------------|-------------|-------------|
| 1       | May 2022 | Draft for Review   | L McCarthy                | C Simpson   | N/A         |
| 1.1     | Aug 2022 | Submission to TCDC | L McCarthy /<br>C Simpson |             |             |

## Introduction

### Purpose of this Report

This procurement plan sets out Thames-Coromandel District Council's (TCDC) procurement of **land transport** activities. The report looks back at what was procured in 2021/2022, what is impacting on procurement, and what Council's procurement plan is for 2022/2023. The development of this plan combined with the completion of the Project Procurement Assessment form (refer Appendix C) removes the need for development of project specific procurement plans during 2022/2023.

A large portion of TCDC's investment for transportation activities is financially assisted by Waka Kotahi NZ Transport Agency (Waka Kotahi) and this is legislated under the Land Transport Management Act 2003 (LTMA). Section 25 of the LTMA requires that an approved organisation (in this case, Council) design its procurement procedures to obtain best value for money spent.

To help guide and support this procurement, in 2019 TCDC adopted the WLASS Regional Procurement Principles, Policy and Framework for Waikato Councils as its primary procurement guidance document. Further to this the TCDC Procurement Strategy was endorsed by Waka Kotahi in November 2021.

### Background

Land Transport is the largest spend across all of Council's activities. The approved land transport programme for 2021 – 2024 is approximately \$46M (exclusive of emergency works) of subsidised expenditure to be undertaken across maintenance, renewals, and new capital improvements. The bulk of this is delivered via the existing term Road Maintenance contract C18/25, however a number of projects are tendered each year for emergency works, pavement rehabilitation projects, and low cost / low risk projects across the district.

Prior to the engagement of any supplier of goods or services, and regardless of scale or complexity, some form of procurement planning is required to ensure the best value for money. The procurement planning process should include, as a minimum:

*Table 1: Procurement Planning Process*

|   |  |
|---|--|
| <p><b>1. A review of the current contract where applicable:</b></p> | <p>a. Is it delivering on its objectives?<br/>b. Are the appropriate levels of service being met?<br/>c. Are the agreed community outcomes being met?</p>  |
| <p><b>2. Consideration of the Strategic Context:</b></p>            | <p>a. Market circumstances;<br/>b. Risks of the proposal;<br/>c. Opportunities for innovation;<br/>d. Potential to integrate across other activities;<br/>e. Capacity and capability of Council officers to manage and deliver the procurement programme;<br/>f. Use s20 process of the LTMA for funded projects in terms of strategic procurement objectives.</p> |

|   |   |
|---|---|
| <b>3. How can delivery be improved?</b>   | a. Scope and cost of delivery;<br>b. Potential 'bundling' of works;<br>c. Length of contract;<br>d. Potential for local involvement |
| <b>4. Determination of the preferred Format of Contract Delivery – <i>what type of contract will the works / services be delivered under?</i></b> |   |
| <b>5. Determination of appropriate Selection Procedure – <i>how will the preferred supplier be decided?</i></b>                                   |   |

## Summary of 2021/2022

2021/2022 has seen similar disruptions as was evidenced by the onset of the COVID-19 pandemic in 2020/2021. The closed borders have placed pressure on the ability for contractors to employ staff, matched with record low employment across the country. Lock downs and the eventual arrival of Omicron to our shores has seen further impacts to contractors and clients as resources have had to isolate for periods at a time, anecdotally affecting whole crews.

Challenges have also appeared with the supply chain and, when combined with a reduced labour market, this has resulted in price uncertainty at the tender box, materials supply uncertainty (concrete, steel, and wood products, in particular structural timber) and programme uncertainty due to labour shortages.

### 2021/2022 Programme of Works

Forecast expenditure for subsidised works in 2021/2022 was \$18.5M across maintenance, operations, and renewal / capital / emergency works. Information in Table 2 is summarised at a Waka Kotahi funding work category (W/C) level, the TCDC financial procedures include managing works at a GL level. W/C summaries may include more than one TCDC GL e.g., Routine Drainage Urban and Routine Drainage Rural combine to W/C 113.

Table 2: 2021/2022 Forecast Expenditure

| Activity / Programme                             | W/C | 2021/2022           | Procurement        |
|--|-----|---------------------|--------------------|
| <b>Maintenance &amp; Operation of Local Road</b> |     |                     |                    |
| Sealed Pavement Maintenance                      | 111 | \$1,400,000         | Ventia C18/25      |
| Unsealed Pavement Maintenance                    | 112 | \$999,155           | Ventia C18/25      |
| Routine Drainage Maintenance                     | 113 | \$954,000           | Ventia C18/25      |
| Structures Maintenance                           | 114 | \$448,993           | Ventia C18/25      |
| Environmental Maintenance                        | 121 | \$907,740           | Ventia C18/25      |
| Network Services Maintenance                     | 122 | \$749,295           | Ventia C18/25      |
| Footpath Maintenance                             | 125 | \$195,226           | Ventia C18/25      |
| Minor Works                                      | 140 | \$142,133           | Ventia C18/25      |
| Network and Asset Management                     | 151 | \$1,453,913         | Pinnacles/External |
|  |     | <b>\$7,250,456</b>  |                    |
| <b>Renewal of Local Road</b>                     |     |                     |                    |
| Unsealed Road Metalling                          | 211 | \$1,148,366         | Ventia C18/25      |
| Sealed Road Resurfacing                          | 212 | \$2,078,003         | Ventia C18/25      |
| Drainage Renewal                                 | 213 | \$778,227           | Ventia/External    |
| Sealed Road Pavement Rehabilitation              | 214 | \$1,341,709         | External           |
| Structural Component Replacement                 | 215 | \$146,019           | Ventia C18/25      |
| Bridge Replacements                              | 216 | \$350,000           | External           |
| Traffic Services Renewals                        | 222 | \$420,583           | Ventia C18/25      |
| Footpath Renewals                                | 225 | \$201,270           | Ventia C18/25      |
|  |     | <b>\$6,464,177</b>  |                    |
| <b>Total MOR</b>                                 |     | <b>\$13,714,633</b> |                    |

| Activity / Programme                          | W/C | 2021/2022   | Procurement     |
|---|-----|-------------|-----------------|
| Road Safety Education and Promotion           | 432 | \$205,000   | TCDC            |
| Low Cost / Low Risk – Local Road Improvements | 342 | \$2,244,859 | Ventia/External |
| Low Cost / Low Risk – Road to Zero            | 342 | \$448,662   | Ventia/External |
| Emergency Works (Various Events)              | 141 | \$1,918,810 | Ventia/External |

## Physical Works Delivery

The delivery of this programme over 2021/2022 was spread across several contracts. Contract C18/25 Rooding Operations and Maintenance (Ventia Ltd NZ) is responsible for approximately half of the projected expenditure and is inclusive of the following activities:

- Sealed roads pavement and surfacing maintenance
- Resurfacing
- Unsealed roads maintenance and renewals
- Drainage maintenance and renewals
- Bridge maintenance and component renewals (and potentially minor structure renewals)
- Vegetation control
- Traffic services (lines and signs)
- Some resilience and minor improvement works
- Streetlights maintenance and renewals
- Footpath maintenance and renewals
- Emergency Works (immediate response)

C18/25 has scheduled rates, specifications, and basis of payment for renewals such as resurfacing, drainage, streetlights, unsealed road metalling, and structural component replacement. Direction regarding location, type, and quantity of renewals are approved at the discretion of Council.

Pavement rehabilitation projects can also include major drainage renewals and minor improvements / safety if appropriate. These works are incorporated into the designs and procured accordingly. Costs are assigned to the appropriate W/C i.e., drainage renewal costs at a rehab site are assigned to the drainage W/C and not to Pavement Renewals.

## Procurement Exemption

An exemption was approved for the Albert Street Bridge. The decision to go sole select was based on the availability of a specialist contractor to undertake the works and access to the required materials to avoid unnecessary delays.

The balance of the works programme was then tendered to the open market as shown in Table 3 overleaf.

Table 3: 2021/2022 Tendered Projects

| Contract No | Contract Name                                 | Work Category (W/C)                         | Eng. Estimate | Procurement Method | Tender Date      | No. of Tenderers | Selected Tenderer         | Award Price  |
|-------------|---|---|---------------|--------------------|------------------|------------------|---------------------------|--------------|
| C21/09      | Kennedy Bay Road RP9076 - 9535 Rehab          | W/C 214 Sealed Road Pavement Rehabilitation | \$505,675     | PQM (50/50)        | Dec-2021         | 2                | HEB Construction Ltd      | \$547,343.62 |
| C21/10      | Tuateawa Rd RP9212 - 9715 Rehab               | W/C 214 Sealed Road Pavement Rehabilitation | \$747,410     | PQM (55/45)        | Dec-2021         | 1                | MS Civil Construction Ltd | \$868,200.00 |
| C22/02      | Kennedy Bay Road 5.89km dropout               | W/C 141 Emergency Works                     |               |                    | Before June 2022 |                  |                           |              |
| C21/01      | Colville Road 16.17km dropout                 | W/C 141 Emergency Works                     | \$757,200     | PQM                | Jul-21           | 4                | OnTrack                   | \$501,402.00 |
| C22/03      | Whangamata Nib Kerb and Footpath Construction | Unsubsidised works                          | \$396,010     | LPC                | Mar-22           | 2                | SPLICE Construction       | \$386,903.71 |
| C19/49      | Ocean Beach Road Kerbing - Tairua             | W/C 342 Local Road Improvement              | \$409,125     | LPC                | Mar-22           | 2                | Storms Contracting Ltd    | \$421,032.12 |



## Professional Services Delivery

Contract C18/24 Roding Professional Services was awarded to Pinnacles Civil Ltd (Pinnacles) and commenced in January 2019. The term of the contract is 3.5 years with two one-year extensions at the discretion of the Client / Council. The key feature of this contract is that the professional services supplier has a core team that is co-located with Council.

Thames does not feature a large number of consultants from which to choose across a variety of services. For a number of years Council has elected to procure the services of one provider who has the ability to provide a broad array of services. Essentially a sole provider. However, that does not exclude the ability for Council to seek services from other external consultants to support the delivery of its land transport programme.

Pinnacles have supported the delivery of the 2021/2022 programme through the provision of design, tender documentation, and MSQA of the projects highlighted in Table 3.

Additionally, Pinnacles has also provided professional services related to Speed Management and Road to Zero projects in the Low Cost / Low Risk programme of works.

## Key Learnings from 2021/2022

What has been evidenced is a reduction in tenderers at the tender box. The last couple of years TCDC has averaged three to four tenderers, for 2021/2022 we are averaging two tenderers per tender. On a couple of occasions there has been no tenderers or one tenderer. Negotiations with these contractors has extended the timeframes to get construction underway. In the cases where we have had pricing in excess of available budgets we have had to re-tender / negotiate or defer the project.

There is likely a consolidation being evidenced in the construction sector as contractors look to manage their risk and exposure to the uncertainties following the disruptions of the last two years. We also know that the Tier 1 and 2 contractors are very busy within the region and will continue to be busy into the foreseeable future buoyed by a pipeline of growth led development and some major capital projects taking place in the main centres (Hamilton, Waipa, Waikato, and Tauranga).

Ventia, our current MOR contractor has placed a focus on the delivery of their main contract with TCDC, albeit delivering some variations outside of their contract.

Tendering for 2021/2022 has used a mix of Price Quality Method (PQM) and Lowest Price Conforming (LPC). These are the two most common evaluation methods used within local government and are the preferred method of selection for TCDC in accordance with the Waka Kotahi endorsed TCDC Land Transport Procurement Strategy 2021.

Table 4: Evaluation Methods

|                                      |  |
|--------------------------------------|--|
| <b>Lowest Price Conforming (LPC)</b> | Low risk / non-complex works<br>Lowest price conforming should be used where it is determined that best value for money will be obtained by having suppliers compete on price alone.<br>The preferred supplier is the supplier that offers the lowest price and meets all the minimum requirements specified |
| <b>Price-Quality Method (PQM)</b>    | The quality attributes of suppliers are scored and balanced against price through a specified formula to determine the preferred supplier.<br>Council is effectively willing to pay a premium for a higher quality service.  |

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## Market Analysis

### Local Context

There is a good mix of contractors available to support delivery of contracted services to TCDC from smaller firms to the local presence of tier 1 and 2 contractors. Contractors servicing the district are typically based in the main urban areas, Thames, Coromandel, Whitianga, and Tairua/Pauanui, with some smaller operators spread throughout the district offering specialist services or available to support other larger contractors. Contractors operating in TCDC include:

- Ventia NZ Ltd– Thames
- Coast Civil – Thames
- Pemberton Civil- Hamilton
- Storms Contracting - Tairua
- OnTrack - Thames
- Schick Civil Construction – Hamilton / Whitianga
- HEB Construction – South Auckland / Tauranga
- Splice Construction Ltd – Hamilton / Whangamata
- MS Civil – Te Awamutu
- Dempsey Wood Civil Ltd – Hamilton / Auckland

### Regional Context

The Waikato / Bay of Plenty region has a healthy contracting sector with the presence of all the recognised national construction firms (Fulton Hogan, Downer, HEB, Higgins) and established local firms (Schick, Splice, Base Civil, Dempsey Wood etc). The MBIE National Construction Pipeline Report 2021 indicates that infrastructure activity (non-residential building and infrastructure) in the (Waikato / Bay of Plenty) region could reach \$3-3.5 billion per annum by 2024.

Planned non-residential building and infrastructure work for Waikato / Bay of Plenty includes:

- schools, universities and research buildings
- hospitals
- manufacturing facilities and processing plants including dairy, warehouses and distribution (e.g., Ruakura Inland Port, Northgate, Sleepyhead in Ohinewai)
- sports facilities
- community buildings and town centres

- 
- subdivisions, mainly residential / retirement
  - infrastructure including roads (local, regional, and national bodies), rail and streetscapes
  - three waters developments (drinking water, wastewater, and stormwater).

As mentioned previously, the pipeline of work in the Waikato region is significant and this could be contributing to decisions made by firms about whether to tender or not for work given the challenges present in the market, the risk appetite, and how projects are being procured.

Whilst TCDC is part of the Waikato Region, the northern parts of the network (Whitianga, Coromandel, and above) are a long way from the major urban centres. The distance from these market bases increases the risk of reduced interest from the market. Analysis of costs has shown that works in the northern area are more expensive than works in the southern area or our neighbouring networks. Pavement renewal cost analysis on recent TCDC, Hauraki DC, and Matamata Piako DC sites has shown pavement renewal costs in the northern part of TCDC to be circa 50% more expensive. All tenders received for works in this area showed a similar trend, highlighting that this is not specific to a supplier or a oneoff job.

## Risks and Opportunities

Risk management within the procurement planning and implementation process is necessary to drive better procurement outcomes and ultimately better project outcomes relevant to quality, budget, and timeliness of delivery. The following are trends, real and or emerging, that TCDC will need to take into account when planning procurement over the next 12-month period (and beyond).

**Inflation:** With inflation sitting at its highest in 30 years at nearly 7%, cost increases are putting pressure on clients and providers. This potentially has already had an impact on the number of tenders at the tender box as providers struggle with a solution that allows them to win work but not commit themselves to absorbing in some cases unquantifiable cost increases. The reality is that increased costs caused by rising inflation will be passed on to clients.

**Labour Supply:** It is evident that the industry, clients, and providers are struggling to find workers and anecdotally an aggressive stance is being taken by some to entice or keep key labour positions. There continues to be a centralised government push towards creating a more skilled labour force with incentives in place as opposed to attracting skilled labour from afar. Though the latter will likely prevail over the next 12 - 18 months with a loosening of the border controls and a recharge of the immigrant workforce.

**Supply Chains:** Supply of materials / product is placing restrictions on some projects and suppliers. If this continues, and it is evident already in projects whereby products are being ordered and stored well in advance of being required for projects, TCDC may need to budget for off-site materials claims.

Supply chain issues invariably lead to project delays, the consequences of which could include:

- Liquidated damage costs
- Reduction in margins
- Disruption to programmes, flow on effects to subcontractor availability (and materials)
- Insurance costs associated with contracts that run for longer than anticipated

Setting up contracts to be able to accommodate, understand, and negotiate these potential eventualities will require some thought in relation to how the risk is managed, who is responsible for that risk, and how it is clearly articulated.

TCDC should think about strategies that they can implement in the early stages of the contracting relationship to address these potential supply chain-related risks. The traditional transfer or lift and shift approach on these risks is unlikely to be accepted or will be challenged by some in the contracting market. Strategies could include requesting tenderers to identify those specific items / subcontractors / materials that they consider are high-risk and include cost mitigation strategies in their tender proposals, or entering into early procurement arrangements with contractors to begin sourcing materials as soon as possible.

## Broader Outcomes

Broader Outcomes (Government Procurement Rule 16) are the secondary benefits that are generated from the procurement activity. These outcomes can be social, environmental, cultural, or economic benefits, and will deliver long-term public value. Broader outcomes require consideration not only of the whole-of-life cost of the procurement, but also the costs and benefits to society, the environment, and the economy.

The Waka Kotahi Broader Outcomes Procurement Strategy requires Approved Organisations (AO's), of which TCDC is one, to consider broader outcomes as part of the procurement framework.

TCDC has yet to implement a prescribed set of Broader Outcomes for procurement. As a default the following Broader Outcomes are to be considered for future procurement activities:

- Employment standards and health and safety
- Construction sector skills and training
- Access for New Zealand businesses
- Reducing emissions and waste

The Construction Sector Accord has produced a series of modules to support the sector from both a supplier and buyer perspective.

<https://www.constructionaccord.nz/good-practice/resource-hub/procurement-and-risk/>

## Procurement

With the rising prices for materials, evidence would suggest that contractors are generally unable (or unwilling) to risk price cost increases into fixed price contracts depending on the duration of the contract (noting that most of our annually procured contracts are of short-term duration with no allowance for cost fluctuations that in reality do not reflect the current inflationary pressures).

In response to this, consideration could be given to agreeing to bespoke arrangements for addressing cost increases under the construction contracts, that are more tailored to the specific risks for the project. For example, granting an adjustment to the contract price only to the extent that the contractor can demonstrate the actual cost increase on an open-book basis or to the cost of materials only.

A contractor's respite for supply chain-related delays in New Zealand construction contracts has traditionally been limited to an extension of time for 'any circumstances not reasonably foreseeable by an experienced contractor at the time of tendering and not due to the fault of the contractor' (NZS 3910:2013). Many contractors successfully relied on this provision for an extension of time in the immediate aftermath of the first COVID-19 alert level restrictions. However, reliance on this clause has become negligible as the impacts of COVID-19 and supply chain disruptions are now widely known issues in the construction sector and it is becoming harder for contractors to argue that such impacts are 'unforeseeable'.

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## Review of NZS 3910

NZS 3910 Conditions of contract for building and civil engineering construction has not been updated since 2013 and causes issues with the allocation of risk. The review, which began this year, will hopefully lead to a standardised, widely understood contract that requires minimal to no edits, and that will reallocate risk fairly and clearly show what each party is doing and providing.

## Fixed Budgets

Council Long Term Plan (LTP) budgets are fixed and a constraint to affordability. Procurement at a project level needs to consider overall available budget. Tender prices higher than assumed estimates at the time of the LTP development will result in less achievement for a fixed budget. Projects within programmes will be prioritised to ensure the highest priority works are completed first and the lowest priority works are the ones at risk if the fixed budget is already spent.

## Procurement Timing

Timing of tenders going to the market will influence construction timeframes and can have an impact on the 'hunger' of the market. Tendering works too late in the construction season will mean construction outside of the October – March season, increasing risks of weather delays and issues with longer term asset performance. Tendering work once contractors are already busy can reduce competition which can lead to less competitive prices.

## Procurement Plan 2022 / 2023

A significant proportion of the 2022/2023 budget is allocated, particularly for maintenance, operations, and renewals as shown in Table 5. As in previous years, TCDC will look to the external market for pavement rehabilitation projects, some renewals (drainage, unsealed roads, structural), low-cost low-risk, and emergency works should an event happen during the calendar year. Typically, emergency works budgets exist as they tend to be staged over multiple years for delivery depending on the size of the event. Larger complex sites are procured via the open market.

### 2022/2023 Programme of Works

Forecast expenditure for subsidised works in 2021/2022 is \$14.5M across, maintenance, operations and renewal / capital.

Table 5: 2022/23 Forecast Expenditure

| Activity / Programme                             | W/C | 2022/2023           | Proposed Procurement |
|--|-----|---------------------|----------------------|
| <b>Maintenance &amp; Operation of Local Road</b> |     |                     |                      |
| Sealed Pavement Maintenance                      | 111 | \$1,428,000         | Ventia C18/25        |
| Unsealed Pavement Maintenance                    | 112 | \$1,019,138         | Ventia C18/25        |
| Routine Drainage Maintenance                     | 113 | \$973,080           | Ventia C18/25        |
| Structures Maintenance                           | 114 | \$458,993           | Ventia C18/25        |
| Environmental Maintenance                        | 121 | \$928,960           | Ventia C18/25        |
| Network Services Maintenance                     | 122 | \$764,995           | Ventia C18/25        |
| Footpath Maintenance                             | 125 | \$199,130           | Ventia C18/25        |
| Minor Works                                      | 140 | \$150,133           | Ventia C18/25        |
| Network and Asset Management                     | 151 | \$1,502,991         | Pinnacles/External   |
|  |     | <b>\$7,425,421</b>  |                      |
| <b>Renewal of Local Road</b>                     |     |                     |                      |
| Unsealed Road Metalling                          | 211 | \$1,177,687         | Ventia C18/25        |
| Sealed Road Resurfacing                          | 212 | \$2,079,669         | Ventia C18/25        |
| Drainage Renewal                                 | 213 | \$800,142           | Ventia/External      |
| Sealed Road Pavement Rehabilitation              | 214 | \$1,397,994         | External             |
| Structural Component Replacement                 | 215 | \$151,991           | Ventia C18/25        |
| Bridge Replacements                              | 216 | -                   |                      |
| Traffic Services Renewals                        | 222 | \$429,921           | Ventia C18/25        |
| Footpath Renewals                                | 225 | \$206,150           | Ventia C18/25        |
|  |     | <b>\$6,243,554</b>  |                      |
| <b>Total MOR</b>                                 |     | <b>\$13,668,975</b> |                      |



| Activity / Programme                            | W/C | 2022/2023   | Proposed Procurement |
|---|-----|-------------|----------------------|
| <b>Additional Works outside of MOR</b>          |     |             |                      |
| Road Safety Education and Promotion             | 432 | \$205,000   | TCDC                 |
| Low Cost / Low Risk – Local Road Improvements   | 342 | \$1,331,488 | Ventia/External      |
| Low Cost / Low Risk – Road to Zero              | 342 | \$295,000   | Ventia/External      |
| Emergency Works (Various Events)                | 141 | TBC         |                      |
| Footpath Construction                           | N/A | \$280,000   | Ventia/External      |
| Whangamata Nib Kerb Construction                | N/A | \$481,000   | External             |
| Hetherington Rd Cycleway                        | N/A | \$200,000   | External             |
|   |     |             |                      |
| <b>Standalone TCDC Improvement Projects</b>     |     |             |                      |
| Te Kouma Rd / SH25 Intersection                 | 342 | \$1,882,000 | External             |
| Totara Valley Road Service Extensions - Rooding | N/A | \$1,125,000 | External             |

## Works Procured in Advance

Through various existing contracts and mechanisms some of the 2022/2023 capital works are already procured and are therefore excluded from the procurement plan in Table 6. The lists below are provided for transparency of items listed in Table 5 which are not carried through to the planning in Table 6.

Capital works included in the Rooding Operations and Maintenance Contract (C18/25) held by Ventia include:

- Resurfacing
- Streetlight Renewals
- Unsealed Road Renewals
- Traffic Services Renewals
- Bridge Component Replacement
- Drainage Renewals (partially)
- Footpath Renewals

Other activities such as Drainage Renewal and Preventive Maintenance can be completed as associated works of Pavement Renewals removing the need for standalone procurement.

The Tuatēawa Road Pavement Renewal project was tendered in 2021/2022, however due to supply chain delays construction was delayed until 2022/2023. Construction costs will come from 2022/2023 budgets.

The Albert Street (Coromandel) Bridge Renewal was procured in 2021/2022 with work ongoing into the 2022/2023 financial year. There are no other Bridge Renewals planned for 2022/2023.

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## Procurement Considerations

### Selection Method

For the provision of other physical works services, we will choose the supplier selection method from the following options of:

- Lowest price conforming (LPC)
- Price quality (PQM)
- Direct appointment / Sole Select

For the price quality method, we will use non-price weightings that allow the intentions of the supplier to be evaluated fairly on the identified important aspects. The weightings will be within the Waka Kotahi requirements for funded works. When non-price attributes are to be assessed we will use the attributes of relevant experience, relevant skills, and methodology. We will consider using further attributes or highlighting aspects within the minimum three attributes when this will enhance the supplier selection process and obtain better value for money.

Lowest Price conforming is considered appropriate where the complexity of the works is low meaning any capable Contractor would be able to complete the works to the required standard. Complexity of the works, increased site management requirements (environmental, public communications, etc.), or the need for specific outcomes (quality, specialist activities, etc.) would justify the use of PQM.

### Delivery Model

The current supplier market can deliver the projects identified in the 2022/2023 programme. Where appropriate we will utilise the direct appointment (involving competition when appropriate) selection method to carry out smaller value or specialist service works.

Consideration is given to bundling of projects (e.g., multiple sites of similar activities or combining together works in a similar location) to achieve benefit through economy of scale. Cost benefits from bundling need to be considered against the impact of bigger contracts being out of reach of parts of the supplier market and delivery timeframes. Larger scale contracts may result in works being delivered in succession where multiple contracts could have delivered the projects concurrently.

All projects will be required to be completed by 30 June the following year (some may be multiple year), hence early procurement planning and engagement will be required for some, if not all projects. This early planning is important to identify those projects that may require resource consents, or that have potential land issues, archaeological concerns, iwi concerns or requirements for engagement, geotechnical and / or other types of investigations that may otherwise impede on the delivery time of the project.

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## 2022/2023 Procurement

The procurement requirements for 2022/2023 are outlined in Table 6 below. Rationale for the exclusion of other activities is provided in Appendix A.

Tenders for further emergency works sites may be required should a storm event occur. Procurement planning for these will be done on a storm-by-storm basis. The Kennedy Bay Road 5.9km site is included as it is a known procurement need at the time of this plan being written.

Projects not being managed by the TCDC Roading team are excluded from the procurement plan. It is assumed the planning for these will be included in the other departments procurement planning (e.g., Projects, Community Facilities, etc.). Specific projects in this category include Te Kouma Road / SH25 Intersection and Totara Valley Road Service Extensions.

Note, there is budget in 2022/2023 for the Hetherington Road, Whangamata Cycle Path, however the scope of this project is still to be confirmed. Procurement planning for this will be assessed when it is required.

Table 6: 2022/2023 Procurement

| Activity         | GL / Work Category  | Site  | Planned Work Programme  | Procurement Timing   | Procurement Method | Comment  |
|------------------|---|---|---|--|--------------------|--|
| Pavement Renewal | Area wide Pavement Treatment<br>536.43050.1179 /<br>W/C 214 Sealed Road Pavement Rehabilitation | Port Charles Road, Port Charles<br>14,760 – 15,660m | <u>July – November 2022</u><br><br>Design – completed in 2021/2022<br><br>Procurement - July / Aug 2022<br><br>Construction - Oct / Nov 2022                            | Contract docs – June 2022<br><br>Tender period – July 2022<br><br>Evaluation & award – Aug 2022      | PQM                | Highest priority pavement site after Tuatawa Rd.<br><br>Includes \$150k of Drainage renewal.<br><br>No opportunity to tie in with Tuatawa as this is already procured.<br><br>PQM preferred as quality and long-term asset performance is critical. Differentiators will reflect quality focus.  |
|                  |   | Ferry Road, Hikutaia<br>11 – 681m                   | <u>May 2022 – March 2023</u><br><br>Investigation – May 2022<br><br>Design – June / July 2022<br><br>Procurement – Sept / Oct 2022<br><br>Construction Feb / March 2023 | Contract docs – Aug 2022<br><br>Tender period – Sept / Oct 2022<br><br>Evaluation & award – Oct 2022 | PQM                | Lowest priority pavement site. Approach is to understand costs for Tuatawa & Port Charles before procuring this work. This is to ensure there is available budget remaining. Work may be deferred, or scope reduced if budget availability is an issue.<br><br>No opportunity to bundle with Port Charles as holding off until budget availability is known. |

| Activity                  | GL / Work Category   | Site  | Planned Work Programme   | Procurement Timing | Procurement Method | Comment   |
|---------------------------|--|---|--|--------------------|--------------------|---|
| Preventative Maintenance  | Preventative Maintenance<br>524.43002.2196 /<br>W/C 342 Local Road Improvement                   | Wharf Road,<br>Coromandel<br>840 – 1075m<br><br>Footpath construction / berm retaining. | <u>July 2022 – March 2023</u><br><br>Phase detail TBC  | Nov / Dec 2022     | PQM                | Combined Footpath Construction / PM project.<br><br>PQM TBC, assumed complexity of retaining and management of Coastal environment would justify PQM.   |
| Whangamata Nib Kerb       | Whangamata Nib Kerb Construction<br>461.43002.2512 /<br>W/C - N/A as unsubsidised by Waka Kotahi | Rutherford Road,<br>Whangamata<br>0 – 740m (both sides)                                 | <u>July – November 2022</u><br><br>Survey – June 2022<br><br>Design – July 2022<br><br>Procurement – Aug / Sep 2022<br><br>Construction – Oct / Nov 2022 | Aug / Sep 2022     | LPC                | Part of an ongoing programme of nib kerb installation in Whangamata township funded via the Community Board.<br><br>LPC has been appropriate in previous years. Works are not complex. LPC allows local suppliers to compete. |
| February 2021 Storm Event | February 2021 Storm Event<br>589.43002.2664 /<br>W/C 141 Emergency Works                         | Kennedy Bay Road<br>5.9km – Retaining Wall  | <u>June – Nov 2022</u><br><br>Design – complete<br><br>Procurement – Jul /Aug 2022<br><br>Construction – Oct / Nov 2022                                  | Jul /Aug 2022      | PQM                | Reinstatement site from 2021 storm. Large wall funded by Emergency Works.   |

## Works Prioritisation

Our investment over the LTP will address and prioritise the problems / benefits identified in the 2021 – 2024 Land Transport Activity Management Plan (AMP). Our key strategic response initiatives are outlined below and forms the basis of the prioritisation process for funded works:

Table 7: Key Outcomes of the Programme Business Case 2021-2024

| Problem Definition  | Benefits to be realised  | Strategic Response  |
|---|--|---|
| An aging bridge stock and poor asset condition results in compromised access and resilience issues  | <ul style="list-style-type: none"> <li>Increased understanding of critical assets</li> <li>Better protect the impacts of severe weather events on our assets</li> <li>Upgrading of critical assets to increase robustness, and provide appropriate system redundancy</li> <li>Improve information to prioritise and influence investment decisions</li> <li>Management of an existing risk with a severe consequence</li> </ul>  | <ul style="list-style-type: none"> <li>Targeted works to correct known defects</li> <li>Understand the backlog of sites and assign risk / priority rating, adjust investment accordingly and programme into future years or seek additional funding</li> <li>Network inspections that target known areas</li> <li>Procurement and design efficiencies</li> </ul>  |
| There are a range of factors that contribute to crashes on the local road network   | <ul style="list-style-type: none"> <li>Improved DSI statistics</li> <li>Improved personal and collective risk</li> <li>Safer speeds</li> <li>Safer roads and roadsides</li> <li>Increased safety around schools</li> <li>Contribution to NZTA Road to Zero campaign</li> </ul>   | <ul style="list-style-type: none"> <li>Identify risk areas on the network where improvements can be made</li> <li>Continue to fund education initiatives, working collaboratively across agencies</li> <li>Adequately fund required programmes for safety investigation, strategy, and design (utilise the Low Cost / Low Risk work category) or capital where required for projects &gt;\$2M</li> <li>Capture and respond to safety related concerns from stakeholders</li> <li>Implement maintenance and renewals programmes</li> </ul> |
| The unsealed road network is not meeting the demands created by seasonal peak usage, challenging climate, topography and remoteness, which can result in a lower level of service and or increases costs. | <ul style="list-style-type: none"> <li>Reduced reactive maintenance / renewals</li> <li>Opportunity for upgrades where required / justified</li> <li>Reduced customer complaints</li> <li>Increased safety (decrease in crash exposure / risk profiles)</li> <li>Increased knowledge of the network characteristics</li> <li>Programmes of works enable better communication with communities</li> <li>Health and safety benefits can be realised (dust nuisance / sealing)</li> <li>Supports ONRC level of service targets</li> </ul> | <ul style="list-style-type: none"> <li>Unsealed roads strategy – investigate materials and budget appropriateness</li> <li>Traction seals or extensions where justified</li> <li>Root cause analysis into recurring issues</li> <li>Increased signage (tourist)</li> <li>All faults</li> <li>Targeted drainage works</li> </ul>   |

| Problem Definition  | Benefits to be realised   | Strategic Response   |
|---|---|--|
| Inefficient rural drainage is causing reduced pavement asset life and increased maintenance and renewals costs. | <ul style="list-style-type: none"> <li>• Improved network resilience / availability</li> <li>• Reduced reactive maintenance / renewals and costs</li> <li>• Opportunity for upgrades where required / justified</li> <li>• Reduced customer complaints</li> <li>• Increased safety (decrease in crash exposure / risk profiles)</li> <li>• Increased knowledge of the network characteristics / deterioration rates</li> <li>• Programmes of works enable better communication with communities</li> <li>• Improved drainage and network performance</li> <li>• Supports ONRC level of service targets</li> </ul> | <ul style="list-style-type: none"> <li>• Condition inventory and monitoring</li> <li>• Invest in surface water channels across the rural network</li> <li>• Root cause analysis into recurring issues</li> <li>• Culvert re-alignment programme</li> <li>• Kerb and channel renewals with resurfacing and or pavement rehabs</li> <li>• Network Drainage strategy</li> </ul> |

Our strategic response is evidenced by the programmes of works that are being delivered through the MOR contractor and through the open market for contested works such as:

- Pavement rehabilitation
- Drainage improvements
- Safety works (Speed management, Road to Zero, traffic calming, barrier installation, delineation improvements)
- Preventive Maintenance
- Streetlight improvements

The exception to this is emergency works, which are reactive when they occur and then depending on the size of the event will be programmed for completion using a range of procurement methods outlined in this plan.

Should our budgets become constrained, our prioritisation process for funded works is to deliver the appropriate levels of maintenance, operations, and renewals to maintain levels of service. Capital projects will be prioritised based on benefits realisation implemented via the AMP.

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## Summary

TCDC has a healthy local contracting market supported by regional proximity to the wider Waikato and Bay of Plenty areas and we will continue to deliver works programmes developed through the LTP process for both subsidised and unsubsidised works. The challenge with all projects is to plan appropriately for the project and the procurement. That is, understand the scope of the project early to determine what pre-implementation steps are required that will assist with managing time related risks and costs should they appear once physical works has started.

The challenges brought about by COVID-19 and now the war in Ukraine will continue to add pressure to supply and cost of some products, already impacted by upward inflation. There is uncertainty for TCDC in terms of what that means at the tender box with openly tendered projects, however being aware of the challenges and making allowances for them within RFX and contract documents allows the conversations to take place and knowledge transfer between buyer and supplier that recognise the risk and manage it accordingly.



## Appendix A – 2022/2023 Activity Assessment

Table 8: Activity Assessment 2022/23

| Activity / Overview  | GL / Budget  | Status   | Site(s)  | Complexity                                  | Risks   | Bundling Consideration   | Procurement Method      | Programme  | Land Requirement              | Utilities                              | 22/23 Tender Required | Estimated Cost            | Safety Audits                         |
|--|--|--|--|---|---|--|-------------------------|--|-------------------------------|--|-----------------------|---------------------------|---------------------------------------|
| Pavement Rehabs -<br>Renewal of pavements at end of life. W/C 214 subsidised.<br>Priority is Tuataewa, Port Charles then Ferry Road.       | Area-wide Pavement Treatment<br>536.43050.1179<br>\$1.398M<br>Budget for all sites and design of next year's sites - 24/25 in this case. | Tendered 21/22   | Tuataewa Road 9,212 – 9,715m   | Pavement works requiring specialist inputs. | Materials, quality, weather, supplier's expertise.                          | N/A already tendered.  | PQM (done)              | Construction - Sept / Oct  | N/A                           | Power, water & telco in road corridor. | No                    | \$350k                    | Post Construction                     |
|  |  | Designed.  | Port Charles Road 14,760 – 15,660m   | As above                                    | Materials, quality, weather, supplier's expertise, location of works.       | Combine with other rehabs – no, Tuataewa already tendered, Ferry Road held until budget confirmed.<br>Combine with other projects in location – N/A no options.<br>Combine with other activities – project includes drainage renewals. | PQM Standalone project. | July – Nov 2022<br>Design – completed in 21/22.<br>Procurement - July / Aug 2022<br>Construction - Oct / Nov 2022                                | N/A – no change to alignment. | Power, water & telco in road corridor. | Yes                   | \$400k (+\$150k drainage) | Pre Construction<br>Post Construction |
|  |  | Investigations phase.<br>Ferry Road to be tendered once costs are known for first two sites. This will manage affordability within a fixed budget.                                     | Ferry Rd 11 – 681m   | As above                                    | Materials, quality, weather, supplier's expertise.                          | As above   | PQM Standalone project. | May 2022 – March 2023<br>Investigation – May 2022<br>Design – June / July 2022<br>Procurement – Sept / Oct 2022<br>Construction Feb / March 2023 | N/A – no change to alignment. | As above.                              | Yes (budget pending)  | \$500k (+\$50k drainage)  | Post Construction                     |
| Drainage Renewal - asset renewals. W/C 213 subsidised. Culverts, k&c renewed on condition or in association with other works, e.g., rehabs | Major Drainage Control 508.43050.1180 \$800k   | Allowance made for rehab projects. Remainder of budget to be used to create programme with Ventia based on need. Ventia will complete these works as part of the Maintenance contract. | Port Charles Road rehab.<br>Ferry Road rehab.<br>Various programmed sites based on need. | Low complexity                              | Materials, design / sizing, depth of cover, quality of reinstatement works. | Already bundled either into rehab projects or the Maintenance Contract.  | N/A                     | Throughout 22/23 FY.   | N/A                           | N/A                                    | No                    | \$800k total              | N/A                                   |

| Activity / Overview   | GL / Budget                                      | Status   | Site(s)   | Complexity  | Risks  | Bundling Consideration   | Procurement Method  | Programme            | Land Requirement                         | Utilities                  | 22/23 Tender Required   | Estimated Cost                                    | Safety Audits    |
|---|--|--|---|---|--|--|---|----------------------|--|----------------------------|-------------------------|---|------------------|
| Footpath Construction.<br><br>Community Board (CB) area based allowances for new footpaths. Sites are decided with the CBs.<br><br>Thames has no budget in the LTP. | Coromandel / Colville<br>415.43002.1147<br>\$62k | 10yr plan provided by CC CB. Wharf Road / Long Bay Road from existing path end to Long Bay camp access is priority, length is spread out over the first 7yrs of the 10yr FWP. Driving Creek Road is next priority in yrs 8 - 10. | Wharf Road, Coromandel<br>840 – 1,075m<br>LHS   | N/A – tied in with Preventative Maintenance (PM) works. | Berm area, coastal environment, affordability, retaining requirements. | Already bundled into Preventative Maintenance project.   | N/A   | Refer PM             | N/A                                      | TBC                        | No – part of PM tender. | \$62k   | Pre-construction |
| NZTA subsidy was not given, meaning original LTP budgets were halved to TCDC share only.  | Mercury Bay<br>431.43002.2018<br>\$83k           | Priorities provided by CB. Budget will determine site cut-off. Sites not completed become highest priority in future years.  | Meadow Drive to Cook Drive (extension of existing path).<br><br>Cook Drive to Bruce Street.<br><br>Kupe to SH East (budget pending).<br><br>Rees Ave to Purangi Road (budget pending) | Low complexity  | Budget, quality.   | Meadow – Cook – Bruce already given to Ventia by direct appoint, so bundled with Maintenance Contract. | Direct Appoint  | Throughout 22/23 FY. | N/A – existing pathways being concreted. | TBC                        | No                      | \$83k   | N/A              |
|   | Tairua / Pauanui<br>445.43002.2686<br>\$24k      | Small budget making site selection limited. Target small projects that have been raised as concerns for the public / CB.   | Paku Drive Pohutukawa   | Low complexity  | Budget, community expectations, coastal environment.                   | Given to Ventia so bundled with Maintenance Contract.  | Direct Appoint.<br><br>< \$25k so not worth tender process. | Feb – March 2023     | N/A                                      | TBC                        | No                      | \$24k   | N/A              |
|   | Whangamata<br>461.43002.2688<br>\$111k           | Hinemoa St being done as 21/22 & 22/23 works. Tendered as separable portion to 21/22 nib kerb contract won by Splice. Planned construction in 1st quarter of 22/23 FY.   | Hinemoa Street<br>10 – 130m<br>RHS  | Low complexity  | Budget, quality.   | Bundled with 21/22 nib kerb.   | N/A – (done)  | July – Sept 2022     | N/A                                      | N/A – services are on LHS. | No                      | All of budget including carry forward from 21/22. | N/A              |
|   |  |  |   |   |  |  |   |                      |  |                            |                         |   |                  |

| Activity / Overview   | GL / Budget                                       | Status   | Site(s)  | Complexity     | Risks  | Bundling Consideration   | Procurement Method | Programme  | Land Requirement     | Utilities            | 22/23 Tender Required | Estimated Cost | Safety Audits     |                   |
|---|---|--|--|----------------|--|--|--------------------|--|----------------------|----------------------|-----------------------|----------------|-------------------|-------------------|
| Whangamata Nib Kerb 22/23.<br><br>Continuation of an ongoing programme of nib kerb installation in Whangamata township funded via the Community Board.  | Nib Kerb Construction<br>461.43002.2512<br>\$481k | Rutherford Road - Aickin to Harbour View is proposed. Needs to be constructed early prior to resealing on Rutherford in Oct - Nov. | Rutherford Road RPO – 740m                                       | Low complexity | Budget, quality.                                     | Nib kerb is only in Whangamata CB area so no opportunity to tie into similar works.<br><br>Whangamata footpath construction is already tendered. | LPC                | <u>July – November 2022</u><br><br>Survey – June 2022<br><br>Design – July 2022<br><br>Procurement – Aug / Sep 2022<br><br>Construction – Oct / Nov 2022 | N/A                  | N/A                  | Yes                   | \$460k         | N/A               |                   |
| Minor Safety works – various.<br><br>Smaller scale road safety projects which are aligned to Waka Kotahi Road to Zero.<br><br>Mixture of CB based programmes and network wide initiatives.<br><br>Subsidised via LCLR programmes. | Minor Safety Projects<br>536.43002.1164           | Traffic Calming – Coromandel / Colville CB area.<br><br>Budget \$20k.  | TBC based on need.   | Low complexity | Budget, quality, achievement of safety improvements. | Given to Ventia so bundled with Maintenance Contract.  | Direct Appoint.    | Throughout 22/23 FY.   | N/A                  | N/A                  | No                    | \$20k          | Pre-construction. |                   |
|   |   | Traffic Calming – Mercury Bay CB area.<br><br>Budget \$35k.  | TBC based on need.   | As above       | As above   | As above   | As above           | Direct Appoint.  | Throughout 22/23 FY. | N/A                  | N/A                   | No             | \$35k             | Pre-construction. |
|   |   | Traffic Calming – Tairua / Pauanui CB area.<br><br>Budget \$30k.   | TBC based on need.   | As above       | As above   | As above   | As above           | Direct Appoint.  | Throughout 22/23 FY. | N/A                  | N/A                   | No             | \$30k             | Pre-construction. |
|   |   | Traffic Calming – Thames CB area.<br><br>Budget \$30k.   | TBC based on need.   | As above       | As above   | As above   | As above           | Direct Appoint.  | Throughout 22/23 FY. | N/A                  | N/A                   | No             | \$30k             | Pre-construction. |
|   |   | Traffic Calming – Whangamata CB area.<br><br>Budget \$30k.   | TBC based on need.   | As above       | As above   | As above   | As above           | Direct Appoint.  | Throughout 22/23 FY. | N/A                  | N/A                   | No             | \$30k             | Pre-construction. |
|   |   | School threshold treatments<br><br>Budget \$50k.   | TBC based on need.   | As above       | As above   | As above   | As above           | Direct Appoint.  | Throughout 22/23 FY. | N/A                  | N/A                   | No             | \$50k             | Pre-construction. |
|   |   | Speed management<br><br>Budget \$30k.  | Scope to be confirmed, includes consultation and asset updating. | TBC            | TBC  | As above   | As above           | As above   | Direct Appoint.      | Throughout 22/23 FY. | N/A                   | N/A            | No                | \$100k            |

| Activity / Overview   | GL / Budget   | Status  | Site(s)   | Complexity   | Risks  | Bundling Consideration  | Procurement Method | Programme  | Land Requirement | Utilities | 22/23 Tender Required | Estimated Cost                        | Safety Audits     |
|---|---|---|---|--|--|---|--------------------|--|------------------|-----------|-----------------------|---------------------------------------|-------------------|
| Preventative Maintenance.<br><br>Subsidised budget for local road improvements that will prevent future issues.                               | Preventative Maintenance<br><br>524.43002.2196<br><br>\$353k          | Programme and need are much greater than available budget. Current top priority is Wharf Road Coromandel to assist with footpath extension. Colville Rd 21km resilience site is second priority.      | Wharf Road, Coromandel 840 – 1075m<br><br>Footpath construction / berm retaining. | Retaining works requiring specialist skills.<br><br>Coastal environment requires additional controls and management. | Quality, environmental, budget.                          | Combined Coromandel Colville Footpath Construction / PM project.  | PQM                | July 2022 – March 2023<br><br>Phase detail TBC   | N/A              | TBC       | Yes                   | \$350k<br><br>(+\$62k footpath const) | N/A               |
| Mercury Bay Cycleway Development.<br><br>Unsubsidised project specific to MB CB area. Scope agreed with MB CB.                                | Mercury Bay Cycleway Development<br><br>431.43002.2685<br><br>\$42.5k | Awaiting confirmation of scope from MB CB. Public consultation is ongoing.<br><br>Likely works are signs / markings making direct appoint to Ventia using Maintenance Contract rates value for money. | TBC   | Low complexity   | Public opinion, uncertainty of scope.                    | Plan to give to Ventia so bundled with Maintenance Contract.  | Direct Appoint.    | Once scope is confirmed.   | N/A              | N/A       | No                    | \$42.5k                               | Pre-construction. |
| February 2021 Storm Event<br><br>Remedial works from a storm in February 2021. Work is subsidised by Waka Kotahi through Emergency Works W/C. | February 2021 Storm Event<br><br>589.43002.2664<br><br>\$700k         | 2/3 sites completed. Remaining site is highest cost.  | Kennedy Bay Rd 5.9km – Retaining Wall.  | Retaining works requiring specialist skills.   | Quality, environmental, H&S during construction, budget. | Large scale job that justifies being a standalone project. No benefit identified to bundling this project with other works. | PQM                | <u>June – Nov 2022</u><br><br>Design – complete<br><br>Procurement – Jul / Aug 2022<br><br>Construction – Oct / Nov 2022 | N/A              | TBC       | Yes                   | \$700k                                | Post construction |

## Appendix B – 2022/2023 Safety Audit Programme

Table 9: Safety Audit Programme 2022/23

| Site   | Audit Requirement | Approximate Timing            | Comment  |
|--|-------------------|-------------------------------|--|
| Tuateawa Road<br>9,212 – 9,715m<br>Rehab   | Post Construction | Dec 2022                      | Site review to check works haven't inadvertently created safety concerns. No change in alignment.        |
| Port Charles Road<br>14,760 – 15,660m<br>Rehab   | Pre-construction  | Aug 2022                      | Design review to identify opportunities to improve safety on a narrow site.                              |
|  | Post Construction | Dec 2022                      | Site review to check works haven't inadvertently created safety concerns.                                |
| Ferry Road<br>11 – 681m Rehab  | Post Construction | April 2022                    | Site review to check works haven't inadvertently created safety concerns.                                |
| Wharf Rd,<br>Coromandel<br>840 – 1,075m LHS<br>Footpath<br>Construction /<br>Retaining<br>Structures | Pre-construction  | TBC - Post design             | Design review to assess safety of pedestrians using the proposed path.                                   |
| Traffic Calming<br>work programmes   | Pre-construction  | During programme<br>build up. | Review of proposed calming works to ensure desired traffic calming outcomes are achieved.                |
| Mercury Bay<br>Cycleway<br>Development   | Pre-construction  | TBC - Post design             | Design review to assess safety of cyclists using the cycleway and any potential conflicts with vehicles. |
| Kennedy Bay Road<br>5.9km – Retaining<br>Wall.   | Post Construction | Dec 2022                      | Site review to check works haven't inadvertently created safety concerns.                                |

Note that Waka Kotahi recommends that a road safety audit be undertaken at the design stage for all works within a public space. TCDC can elect to provide a documented exemption outlining the rationale for any project not requiring an audit.

## Appendix C – Project Procurement Assessment Form

### Project Procurement Assessment Form

Project level assessment required at the commencement of procurement. Form should be completed to a level where thought process for procurement could be fully understood by any reader of the form.

#### 1. Project Information:

|                  |  |                                      |  |
|------------------|--|--------------------------------------|--|
| Project Name:    |  | GL Code / Waka Kotahi work category: |  |
| Project Manager: |  | Financial year:                      |  |

#### 2. Market Analysis (what do we know about the market and who is likely to tender):

| Item   | Comments / Analysis                |
|--|------------------------------------|
| What is current market like for this type of services? | <i>Provide market intelligence</i> |
| Who is likely to tender?                               | <i>List likely tenderers</i>       |

#### 3. Risks & Opportunities:

| Item   | Comments / Analysis  |
|--|--|
| What are the risks associated with this project? | <i>List potential risks with this project</i>  |
| What opportunities associated with this project? | <i>List opportunities – consider associated improvements, economic savings, broader outcomes, stakeholder expectations</i> |

#### 4. Procurement Method (circle one):

| Lowest Price Conforming (LPC)       | Price Quality Method (PQM)   | Other (specify) |
|-------------------------------------|--|-----------------|
| Justification for method selection: | <i>Consider complexity of works, capability of the market, stakeholder expectations, risks &amp; opportunities, specialist skill requirements<br/>Note LPC should only be used for works where any capable contractor could complete works with limited MSQA input</i> |                 |

5. Differentiators:

| Item   | Comments / Analysis |
|--|---------------------|
| How can risks be managed and opportunities realised through the procurement process. |                     |

6. Non-Price Attribute Weightings:

| Aspect           | Considerations | Percentage |
|------------------|----------------|------------|
| Price            |                |            |
| Methodology      |                |            |
| Track record     |                |            |
| Relevant Skills  |                |            |
| Broader Outcomes |                |            |
| Any Others       |                |            |

7. Procurement Phases:

| Phase                  | Timeframes | Comments |
|------------------------|------------|----------|
| Contract documents     |            |          |
| Out to the market      |            |          |
| Construction timeframe |            |          |
|                        |            |          |
|                        |            |          |
|                        |            |          |

8. Sign off:

| Name: | Signature: | Date: |
|-------|------------|-------|
|       |            |       |