



Request for Expression of Interest

For the provision of Design and Construction Monitoring Services for the Quay Street Project

This REOI is being issued for:	Auckland Council (the “Council Organisation”)
Identifying number:	ACPN_15023
REOI issue date:	11 July 2014
Last date for questions:	Wednesday 23rd July 2014
Date that Response Box opens:	Tuesday 29 th July 2014
Date and time that Response Box closes:	3.00pm, Wednesday 30 July 2014
EOIs must be delivered to:	Response Box, labelled: “Request for Expressions of Interest for the provision of Design and Construction Monitoring Services for the Quay Street Project ACPN_15023”, Auckland Council, Ground Floor 135 Albert Street Auckland Central
REOI information contact:	Joanna Delaney, Senior Sourcing Specialist Phone: 09 977 6661/ 021 244 3420 Email: joanna.delaney@aucklandcouncil.govt.nz

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Section A Background and expression of interest process

1. Summary

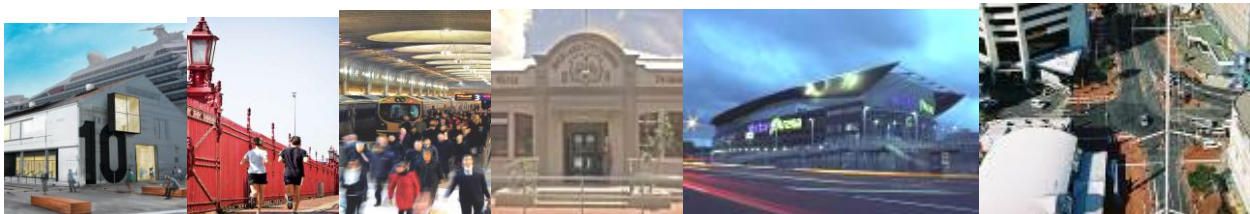
This Request for Expression of Interest process (REOI) seeks Expressions of Interest (EOI) from suitably qualified and interested consultants to enable a short list to be established by Auckland Council. Shortlisted participants from the REOI will be invited to respond to a Request for Proposal process (RFP) for the provision of design and construction monitoring services for the Quay Street Project.

This is a multi-disciplinary commission, and it is intended that a contract with one consultant, or lead consultant (in the case of a consortium), is to be awarded as a result of the RFP process that is to follow the REOI process. There is a preference for a design-led team with the ability to provide the management and skills required to deliver a design that meets the project brief and objectives.

If any consortia are proposed then details are to be included in the EOI. Any agreement entered into by Auckland Council as a result of the procurement will be with one contracting party, who may lead a consortium of major partners and a number of specialist sub consultants as required. Auckland Council will have the right to approve all subcontractors.

Non New Zealand resident International participation is encouraged, with a preference that these parties participate in association with a NZ resident practice.

The scope of professional services to be procured includes refreshed concept, preliminary and detailed design and construction monitoring.



2. Introduction and background

The Auckland Plan has identified the city centre, of which the waterfront is a critical component, as one of two key areas in the Auckland region requiring transformational change to meet the Mayor's vision of making Auckland the world's most liveable city.

Auckland Council's City Centre Master Plan (CCMP) and Waterfront Auckland's Waterfront Plan both identify the poor connections between the central city and waterfront. The proposal is to enhance both the north-south links from city to water, and create a grand urban axis in the east-west direction that connects the various parts of the wider waterfront. At the heart of the grand urban axis lies Quay Street. It is the central city's 'front yard' and 'welcome mat' to the city centre for thousands of people on a daily basis.

Significant investment has been made in the Downtown precinct over the last 10 years. The council has made it a priority to transform Quay Street and the adjacent waterfront areas to help 'unlock' the surrounding destinations and create a stunning front door to a reinvigorated Downtown and Waterfront area.

The Quay Street Project responds to Council's strategic direction for the Downtown precinct. It is funded by the 10 year CCMP Implementation Programme (2012-2022) and is being managed as part of the City Centre Integration Group (CCIG).

The project scope comprises of the following areas:

- Quay Street - between Lower Hobson Street and Britomart Place
- Ferry Basin - water's edge open space, adjoining Quay Street
- Ferry Building Promenade – open space immediately north of the Ferry Building
- Quay Street – between Britomart Place and Tangihua Street (Master Plan level).

The scope of professional services to be procured includes refreshed concept, preliminary and detailed design and construction monitoring.

There are numerous interfacing and interdependent projects and developments planned in the Downtown precinct. It is important that the Quay Street Project both leads and closely integrates with these.

A draft 'Site and Context Analysis' report was prepared in September 2012 with the purpose of developing a baseline understanding of Quay Street to inform the design process. A 'Design Framework' was then completed for the Quay Street Project in June 2013. This work included a draft concept design for Quay Street's streetscape upgrade and aspirational conceptual proposals for the Ferry Basin, Admiralty Basin and Ferry Building promenade water's edge areas. The project has since progressed through a period of co-ordination and integration with numerous interfacing Downtown projects and developments. In addition, new information from an internal and external stakeholder review will require the concept plan to be refreshed and extended to reflect and respond to new information and changes whilst retaining certain fixed items. There may also be an opportunity to identify further design opportunities within the available construction budget.

Auckland Council is seeking an Expression of Interest from interested Consultants to enable a short list to be established. Shortlisted participants from the REOI will be invited to respond to a Request for Proposal for the 'Quay Street Project'.

The project duration is estimated to be 6 years, with design and implementation staged over this period.

3. Strategic Context

The Mayor of Auckland stated in the Auckland Plan that his vision is to make Auckland the world's most liveable city. Both Auckland Council and Waterfront Auckland have consulted on and released strategic documents for the city centre and the waterfront that will help achieve the Mayoral vision.

Quay Street is identified as a main urban axis linking the Wynyard Quarter and the city. The District Plan plan change that guides the future development of the Wynyard Quarter recognises this axis as serving as a future passenger transport and pedestrian link between the Wynyard Quarter and the city, particularly as a route to the Britomart Transport Centre.

3.1 City Centre Masterplan (2012)

The City Centre Master Plan (CCMP) has an overarching vision that: “By 2032, Auckland’s city centre will be highly regarded internationally as a centre for business and learning, innovation, entertainment, culture and urban living – all with a distinctly ‘Auckland Flavour’.

The CCMP identifies eight transformational moves which have been identified for their ability to progressively unlock the potential of the city centre. The first of these moves is known as the Harbour Edge Stitch One - Uniting the Waterfront with the City Centre. In particular, the CCMP has outlined that the 2032 Vision for Quay Street is:

- Quay Street is a high-quality harbour edge space that reunites the city with the waterfront. Quay Street will become a multi-modal boulevard with pedestrian space between the red fence and the north side of the water’s edge.
- Quay Park, Britomart, Queens Wharf, Lower Hobson Street and Wynyard Quarter are mixed use destinations – a series of ‘beads on a string’ that will help transform the city centre.
- Fanshawe Street is an enhanced street with the dual function of movement corridor and front door to the Wynyard Quarter.

The CCMP recognises the opportunity to turn Quay Street into a people focused harbour edge promenade space.

3.2 Waterfront Plan (2012)

The vision outlined in the Waterfront Plan is for ‘a world-class destination that excites the senses and celebrates our sea-loving Pacific culture and maritime history. It supports commercially successful and innovative businesses and is a place for all people, an area rich in character and activities that link the people to the city to the sea’.

Of importance to any project that occurs on Quay Street and the surrounding area is recognition of the multi-dimensional role of the waterfront which is reflected in the Waterfront Goals:

- A smart working waterfront – a place for authentic and gritty waterfront activities
- A blue-green waterfront – a place where integrated systems and innovative approaches are taken to sustainability
- A public waterfront – where we can express our cultural heritage and history
- A connected waterfront - where people feel connected to the wider city and beyond
- A liveable waterfront - the location of leading sustainable urban transformation and renewal in Auckland.

The waterfront wide initiative “Harbour Edge Stitch” recognises the role that Quay Street would play as the ‘heart of a grand urban gesture stretching across the foot of the city waterfront, from Meola Reef in the west to Tamaki Drive in the east and would transform the way people use and move along the harbour edge’. As a Water City, the Waterfront Plan recognises that what happens in the water space is just as important as what happens on the harbour-edge. Clever integration of land and water based activity will be needed to provide new opportunities to better utilise the ‘blue highway’.

Momentum is already gathering on the waterfront that set the bar for future waterfront developments:

- Wynyard Quarter redevelopment – the Jellicoe Street precinct, which is made up of the North Wharf restaurants and bars, Silo Park, Karanga Plaza as well as the new pedestrian bridge across Viaduct Harbour, the Wynyard Crossing, and the heritage tramway.
- Shed 10 on Queens Wharf transforms the former cargo shed into Auckland’s primary cruise facility and an events space.

4. Project Scope

The Quay Street Project scope includes:

- Quay Street - between Lower Hobson Street and Britomart Place
- Ferry Basin - water's edge open space, adjoining Quay Street
- Ferry Building Promenade – open space immediately north of the Ferry Building
- Quay Street – between Britomart Place and Tangihua Street (master plan level)

Quay Street currently comprises six lanes of traffic and carries some 25,000 vehicles per day. Quay Street is used by general vehicle traffic, buses and some freight.

A public transport “hub” is centred at the Quay Street/Queen Street intersection where there is access to the ferry terminal, the airport bus, taxis, coach services, and the Britomart bus and train stations. With the upgrading of Queen’s Wharf to be the primary cruise terminal, this intersection will see further traffic and pedestrian management challenges and will be of even greater importance in servicing this important transport hub.

The existing open space on the Ferry Basin water’s edge is provided by Piers 3 & 4, which adjoin the Quay Street seawall. Given the deteriorating condition of these existing piers, the proposal to seismically upgrade the Quay Street seawall and the Ferry Basin Master Plan’s proposal to upgrade and reconfigure ferry operations, it’s likely that these piers will be replaced with new wharf infrastructure.

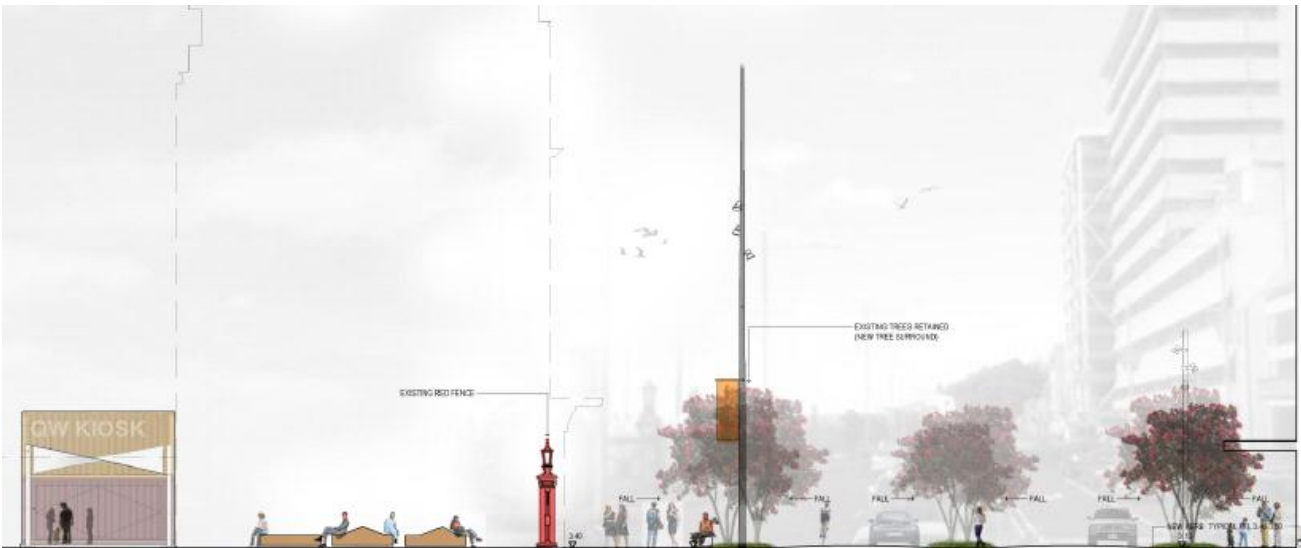
Ports of Auckland Ltd are preparing a concept design for development of the Admiralty Basin water’s edge wharf area adjoining Quay Street.



A Concept aerial view for Quay Street Project



Initial concept option for Quay Street Project, adjacent to Ferry Building (June 2013)



Initial concept cross-section option for Quay Street Project, adjacent to Queens Wharf (June 2013)

5. Project Outcomes

The current outcomes derived from the June 2013 Concept design report seeks to deliver the following outcomes:

1. A sense of arrival;

Acknowledging the role that Quay Street plays as Auckland's 'front door' to visitors and commuters:

- Create a Welcome mat – a unifying and connecting 'urban surface' between land and sea that reinforces pedestrian priority and establishes a sense of 'arrival', 'departure', first impressions and pacific identity
- Reflect the city's cultural, natural and built influences emphasising the harbour-edge location and celebrating the 'spectacle' of the Waitemata Harbour.

2. An enhanced harbour-edge interchange;

Facilitating arrival into and departure from the city via public transport including bus, train and ferry by:

- Providing a clear pedestrian connection between Queen Street and Queens Wharf cruise terminal.
- Maintaining east-west connection for buses.
- Providing capacity and space for any future public transport initiatives such as light -rail or electric buses.
- Acknowledging Quay Street's role as a transport corridor whilst re-prioritising as a place for people i.e. maintaining local vehicle access to and through the area.

3. An enhanced urban coastal environment with improved connection between the city centre and harbour's edge;

Deliver a design reflective of the place as a bustling urban environment that supports investment and economic development in the area and creates greater connection between city and sea.

- 'Stitch' the city to the water's edge through a series of connecting north-south links
- To provide high quality sustainable and environmental improvements for the waterfront.
- Reduce pedestrian crossing distances improving accessibility to the harbour-edge
- Implement a cohesive and continuous street edge by rationalizing parking, loading, servicing sites
- Celebrate the intersection of Queen Street and Quay Street as an important landmark and gateway to the city centre.
- Improve the functionality of the Quay Street and Lower Hobson Street intersection, reflecting its significance as a transitional space between Fanshawe, Viaduct Harbour and Princes Wharf
- Connect with the Beach Road, Grafton Gully, Tamaki Drive and Wynyard Quarter east-west cycleways and provide a priority cycle route.

4. A people-friendly place;

Delivering an inspired, vibrant area with amenity for visitation and business and that can support future development of recreational areas e.g. on Queens Wharf and in the longer term at basins and wharves:

- Create an attractive and functional waterfront boulevard with suitable shade, shelter, street furniture, planted street-edges and median, rain gardens, improved lighting and artwork.
- Increase the width of footpaths and create a level street surface to facilitate transverse movement by pedestrians and enable recreational cycling
- Lower the speed limit to support pedestrian safety and cycling as a mode of transport
- Enable walking, cycling, viewing and street activation e.g. street performance, outdoor dining
- Improve the space for gathering and events in advance of longer-term aspirations for additional public space e.g. on Cook's Wharf or Queens Wharf.

5. Tell Auckland's story;

Acknowledging the cultural, natural and developed influences that make Quay Street unique:

- To recognise the cultural significance of the waterfront for all stakeholders, and in particular Maori, Pacific and maritime interests as a critical element of the design
- Evolution of Quay Street in terms of use and place i.e. coast-line, port, gateway, maritime heritage and corridor.

- Demonstrate respect for iconic heritage, protecting Quay Street’s existing heritage assets such as the Ferry Building, Public Kiosks, Red Fence and Auckland Harbour Board War Memorial.

6. Deliver a future-proofed design;

A design that supports immediate transformation whilst accommodating the longer-term evolution of and aspirations for the broader space as outlined in the contextual statement.

7. Economic development;

Gateway to a world class City Centre that will attract internationally competitive businesses, jobs and opportunities



'Albert Street Node' a unifying 'shared surface' connects the street to the water's edge and the 'Grand Harbour Stair' and Ferry Basin water space. The openness of the 'paved nodes' contrasts with the more densely planted 'avenue' sections of the street

- 1 Ferry Building
- 2 Light Boxes
- 3 Street Trees
- 4 Timber Columns
- 5 Paved Crossing Area
- 6 Raingarden
- 7 Light Column

Conceptual 3D Visualisation of Quay Street/Albert Street intersection looking east towards the Ferry Building



'Admiralty Steps' the alignment of the steps provides a north-south link to the water's edge and a visual connection to the wider harbour landscape beyond. The stair alignment establishes a physical presence within the streetscape.

- 1 Timber Column
- 2 Red Fence
- 3 Street Trees
- 4 Pedestrian Crossing
- 5 Timber Bridge
- 6 Raingarden
- 7 Port

Conceptual 3D Visualisation of Quay Street, opposite the Admiralty Basin, looking north



'Pedestrian Walkway' the generously scaled northern footpath establishes the main east-west pedestrian and recreational zone and interface with the 'urban beach' spaces adjacent the water. The red fence is modified to provide improved permeability and connectivity to the water.

- 1 Ferry Building 2 Raised Grassed Areas 3 Street Trees 4 Tramway 5 New Paving 6 Timber Column 7 Cobble Strip identifies seawall below

Conceptual 3D Visualisation of Quay Street, adjacent to the Admiralty Basin, looking west

6. Interdependent Projects and Developments

The Quay Street Project will require a high level of integration with numerous interfacing and interdependent projects and developments planned in the Downtown area. A list of these is provided below:

- Quay Street Seawall Seismic Upgrade
- Ferry Basin Master Plan
- Queens Wharf Master Plan
- City Rail Link
- Downtown Shopping Centre Development
- Downtown Bus Interchange
- Wynyard Quarter Transport Strategy
- Customs/Fanshawe Street upgrade
- Ports of Auckland Development Plan.

7. Scope of Services

The Lead Design Consultant shall be responsible for co-ordinating the design, engineering and planning activities of the other consultants, making up the design consortium, to ensure that the design progresses in accordance with the agreed programme and achieves the key objectives set by Auckland Council. The Lead design consultant will also be responsible for understanding, interpreting and integrating multi culturalism and environmental objectives in provision of all the services;

In particular, the design consortium shall provide the following services:

- a) Urban Design oversight to unite the various built environment professions.
- b) Landscape architecture services for the public realm design and documentation including; street furniture, surface finishes, landscaping and planting
- c) Civil/structural engineering services for the infrastructure design and documentation including; sewer and stormwater systems and devices, pavement, footings, and geometric design
- d) Electrical/lighting engineering services to provide the power infrastructure and lighting design and documentation

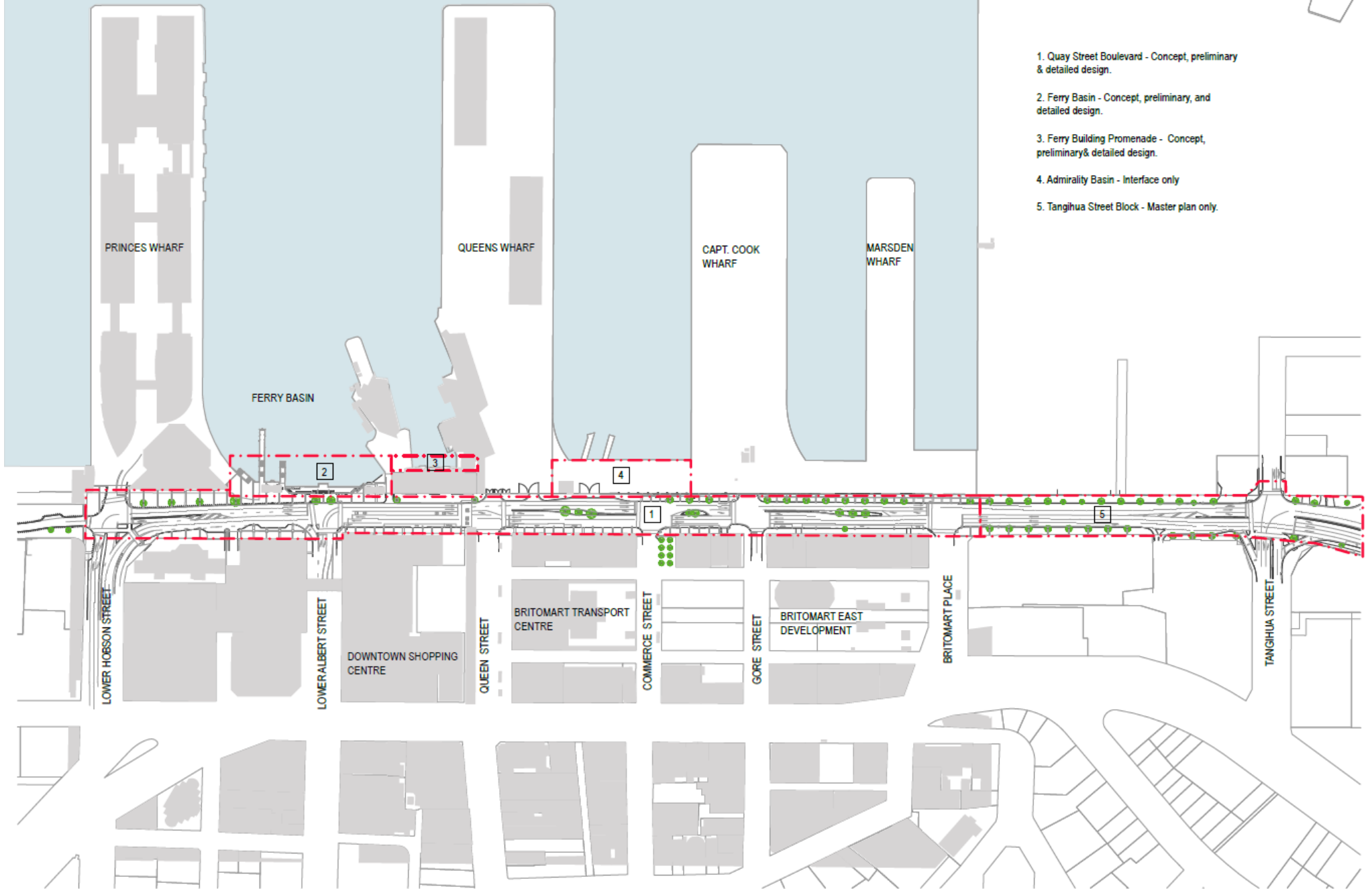
- e) Traffic engineering services, including; feasibility assessments, signage, line marking, traffic signal layout, tracking curves, resolution reports, surveys, parking & loading, traffic modelling, analysis and reporting
- f) Update the design brief, and prepare refreshed concept, preliminary & detailed designs for defined project scope, including construction drawings & full tender/contract documentation
- g) Construction monitoring
- h) Contract management and administration support to the Project Manager and Engineer's Representative
- i) Quality and delivery management
- j) Risk Management
- k) Utility liaison, co-ordination, investigations and planning, for the upgrade, relocation and future proofing of utilities, as necessary
- l) Planning and environmental assessment and consent application preparation
- m) Archaeological assessment for Heritage New Zealand authority to modify
- n) Arboriculture assessment for resource consent application
- o) Topographical survey, as required for preliminary and detailed design
- p) Heritage advice for design and resource consent application
- q) Liaison as required with Auckland Council's Arts & Culture Unit in the development and delivery of permanent art
- r) All aspects of design project management, including meetings, workshops, risk management and associated documentation
- s) Assist with design interpretation for stakeholder consultation and engagement, as necessary.

The scope of this procurement does not include:

- Cost Management
- Project Management of the Quay Street Project (other than design project management)
- Legal Services
- Contamination services
- Geotechnical services
- Road Safety audits
- 'Engineer to Contract' and 'Engineer's Representative' duties
- Stakeholder Engagement
- Iwi engagement
- Accessibility audit

QUAY STREET - SCOPE OF SERVICES

1:2500



1. Quay Street Boulevard - Concept, preliminary & detailed design.

2. Ferry Basin - Concept, preliminary, and detailed design.

3. Ferry Building Promenade - Concept, preliminary & detailed design.

4. Admiralty Basin - Interface only

5. Tangihua Street Block - Master plan only.

8. REOI programme

The following is an indicative REOI programme. The Council Organisation may modify the steps and/or dates at any time in its sole discretion. Participants will be notified of changes.

REOI issued	11 July 2014
Last date for questions	23 July 2014
REOI closing date	30 July 2014
Evaluation period commences	31 July 2014
Identify shortlist (if any)	28 August 2014
Participants notified	28 August 2014
Proceed to enter into a competitive process or negotiate directly with one or more selected participants (if any)	28 August 2014

9. REOI selection process

- 9.1. The Council Organisation intends that its nominated evaluation team will evaluate each EOI based on the information set out in Section D (EOI Requirements).
- 9.2. After evaluation of EOIs, the Council Organisation may proceed to a competitive process, which may include a request for proposal (RFP) or request for tender (RFT) from shortlisted participants or negotiate directly with one or more selected Participant.

10. Form of EOIs

- 10.1. The Council Organisation does not require EOIs to be submitted in accordance with any particular structure, but Participants must include with the proposal all of the information set out in Section D (EOI Requirements) and it is recommended that EOIs address the attribute/information in the order set out in Section D.
- 10.2. In addition, participants are encouraged to provide suggestions on how they might work with the Council Organisation to minimise costs and/or increase efficiency.
- 10.3. Refer to Section B (Schedule to REOI Conditions) for a list of documents and information to be included with your EOI.

Section B Schedule to REOI Conditions

Clause number references refer to the REOI Conditions (Section C)

2.4 REOI information contact person	Name: Joanna Delaney, Senior Sourcing Specialist Telephone: 09 977 6661/ 021 244 3420 Email: joanna.delaney@aucklandcouncil.govt.nz
2.4 Last date for questions and requests for explanatory notices	3.00pm, Wednesday , 23 July 2014
4.1 Response Box opens	9.00am, Tuesday, 29 July 2014
4.1 Response Box closes	3.00pm, Wednesday, 30 July 2014
4.2 Address of Response Box	Response Box labelled: “Request for Expressions of Interest for the provision of Design and Construction Monitoring Services for the Quay Street Project ACPN_15023”, Auckland Council, Ground Floor 135 Albert Street Auckland Central Note: EOIs must be delivered. Posted, faxed or emailed EOIs will not be accepted for consideration.
4.2 Information to be submitted with the EOI	The EOI must include seven hard copies and one electronic copy on a USB device of the following information: <ol style="list-style-type: none"> 1. Appendix 1 (EOI Form). 2. Participant’s detailed EOI which includes all of the information set out in Section D (REOI Requirements). 3. Appendix 2 (Conflict of Interest Declaration). The above information shall be enclosed in a sealed package/envelope and clearly marked with the following information: <ol style="list-style-type: none"> 1. ‘EOI for provision of Design and Construction Monitoring Services for the Quay Street Project ACPN_15023’ 2. Participant’s name 3. Name of ’s contact person 4. Telephone number for contact person 5. Participant’s address 6. Date EOI submitted
11.1 Confidentiality	The REOI Documents (as defined in Section C) are confidential.

Section C REOI Conditions

1. Interpretation

1.1 In this Section C:

- a) **Contact Person** means the REOI information contact person stated in the Schedule to REOI Conditions.
- b) **REOI Documents** means this REOI and any and all documents and written information issued in relation to this REOI.
- c) **Schedule to REOI Conditions** means the schedule of information set out in Section B.
- d) **REOI Conditions** means these conditions as set out in Section C.
- e) The term “including” does not imply any limitation.
- f) Any rights reserved to the Council Organisation may be exercised at the sole discretion of the Council Organisation or the Administrator.

2. Issue of REOI Documents

2.1 The issue of the REOI Documents is not an offer to enter into a contract.

2.2 The REOI Documents have been provided to assist participants in preparing EOIs. The Council Organisation does not represent or warrant the completeness or accuracy of the REOI Documents. Participants rely on any information provided in relation to this REOI at their own risk and are responsible for the interpretation of that information. REOI documents remain the property of the Council Organisation.

2.3 The Contact Person may be contacted with any questions in relation to this REOI. All questions must be received by the last date for questions set out in the Schedule to REOI Conditions.

2.4 If requested in Section A, participants must acknowledge receipt of the REOI Documents by completing Appendix 1 (REOI Acknowledgement Form) and returning it to the Contact Person.

3. Communication

3.1 The Contact Person is the only person authorised to receive queries, requests for information or other communications by tenderers or related parties regarding this REOI. The Council Organisation will not be bound by any statement, written or verbal, made by any person including the Contact Person unless that statement is subsequently incorporated into a formal written contract for the provision of the Goods/Services between the Council Organisation and the participant.

4. Ambiguities in the REOI Documents

4.1 Participants may request an explanatory notice where the REOI Documents are ambiguous or unclear. All requests for explanatory notices must be received by the last date for questions set out in the Schedule to REOI Conditions.

4.2 In the absence of an explanatory notice, EOIs may be submitted subject to any reasonable interpretation of any ambiguity or uncertainty in the REOI Documents, provided that the interpretation is expressly stated in the EOI.

5. Submission of EOIs

5.1 The Response Box will open and close at the time and place stated in the Schedule to REOI Conditions. The Council Organisation reserves the right to extend the period allowed for the submission of EOIs.

5.2 Each EOI must be:

- a) packaged, identified and addressed as set out in the Schedule to REOI Conditions.
- b) deposited to the correct Response Box before the closing time. However, the Council Organisation reserves the right to accept late EOIs. Any late EOI in respect of which the Council Organisation chooses not to exercise its discretion will be returned unopened.

- c) physically delivered. EOIs submitted by post, facsimile or email or any other means other than personal delivery will not be accepted.
- d) in the form and include the information required by the EOI Documents.
- e) signed by or on behalf of the participant.

5.3 Joint EOIs may be submitted. One of the participants to the joint EOI must be identified as the contact point for all communications with the Council Organisation relating to the EOI.

5.4 The cost of preparing and submitting an EOI, and the cost to the participant of any subsequent negotiations, meetings or discussions, will be borne by the participant.

5.5 The participant warrants that all information that it submits:

- (a) is complete and accurate in all material respects; and
- (b) does not breach any third party's rights, including intellectual property rights, and the use of the information in relation to this REOI will not breach such rights.

6. Acceptance of EOI

6.1 The Council Organisation may request any participant to clarify and/or adjust aspects of its EOI and reserves the right to negotiate with any shortlisted participant/s with a view to proceeding to a competitive process or negotiate directly with one or more participant /s.

6.2 Short-listing of any participant does not constitute acceptance by the Council Organisation of that participant's EOI or imply or create any obligations on the Council Organisation to proceed to a competitive process or enter into any commitment to purchase any particular goods and/or services from the participant.

6.3 The Council Organisation reserves the right to:

- (a) accept none or any of the EOIs;
- (b) waive any irregularities or informalities in the REOI process;
- (c) amend the REOI process or any associated documents;
- (d) suspend, withdraw or cancel, in whole or in part, the REOI process or withdraw the contract at any time;
- (e) enter into negotiations with one or more of the participants (short-listed or not); and/or
- (f) request additional EOIs; and/or
- (g) proceed to the next procurement process of its choosing or not proceed to a competitive process at all;

without incurring any liability to any participant (short-listed or not).

7. Submission of response

The participant warrants that:

- (a) all information it submits is complete and accurate in all material respects and is not misleading whether by omission or otherwise;
- (b) none of the information it submits breaches any third party's rights, including intellectual property rights, and the use of the information in relation to this REOI will not breach such rights;
- (c) it has not withheld any information potentially relevant to the Council Organisation's consideration of its response, including any actual or potential controversies, disputes or claims involving the participant; and
- (d) the foregoing warranties will remain true and correct during the period of any negotiations between the participant and the Council Organisation.

8. Notification of acceptance

8.1 Participants will be notified of the outcome of this REOI.

9. Due diligence

9.1 As part of the REOI process, the Council Organisation, its advisors and/or the Administrator may carry out due diligence investigations of any participant that submits an EOI.

9.2 Each participant agrees to fully co-operate with any due diligence activities (including providing all information which may be requested).

10. No obligations

10.1 No legal or other obligations will arise in relation to the conduct or outcome of this REOI process. For the avoidance of doubt, no process contract will apply to this REOI.

10.2 No legal or other obligations will arise in relation to provision of the goods and/or services unless and until a formal written agreement for the provision of those goods and/or services is signed by the Council Organisation and the relevant participant.

10.3 The Council Organisation and its agents or advisors will not be liable in contract, tort or in any other way for any direct or indirect damage, loss or cost incurred by any or other person in respect of the REOI process, its conduct or outcome.

11. Method of evaluation

11.1 Subject to these REOI Conditions, it is intended that EOIs shall be evaluated based on the information in Section D (EOI Analysis). However, the Council Organisation reserves the right to depart from this.

12. Ethics

12.1 Participants must complete and submit the Conflict of Interest Declaration set out in the REOI Documents.

12.2 The Council Organisation reserves the right to exclude any participant from this REOI process if the Council Organisation becomes aware that the participant has:

- (a) any undeclared conflict of interest;
- (b) made any attempt to influence the outcome of the REOI process by canvassing, lobbying or otherwise seeking the support of any officers, consultants, advisors or elected representatives of the Council Organisation or the Administrator (whether before or after the issue of this REOI);
- (c) engaged in any practice that gives or is intended to give one or more participants an improper advantage over any other participant; and/or
- (d) engaged in any practice that is illegal or which the Council Organisation considers to be unfair or unethical (including collusion and secret commission arrangements).

13. Confidentiality

13.1 If indicated as such in the Schedule to REOI Conditions, the REOI Documents are confidential. Participants must not release or disclose any REOI Document or any information in an REOI Document to any other person (other than their employees or advisors) without the express prior written consent of the Council Organisation.

13.2 Participants must not make any public statement regarding this REOI process without the express prior written consent of the Council Organisation.

13.3 The Council Organisation may, if it considers it appropriate, require a participant to sign a confidentiality deed before releasing any confidential or commercially sensitive information to the participant. The participant agrees to sign the confidentiality deed, if requested.

13.4 The Council Organisation reserves the right to exclude any participant from this REOI process if the Council Organisation becomes aware that the participant has breached any of the obligations set out in this clause 11.

13.5 The Council Organisation and the Administrator are subject to the Local Government Official Information and Meetings Act 1987. Information provided by participants may be required to be disclosed under that act.

Section D EOI Requirements

EOIs must cover the following information in the same order as below:

1. Detailed Statement of Attributes

To satisfy the criteria, all Participants must submit the information requested for each attribute included in this section.

Pre-qualifications

- The Participant must have direct experience in the design of significant public open space and streetscape projects. Participants without this experience will be considered to be non-conforming and will be eliminated from further consideration.
- A local office (Auckland) is required. Interest from international practices is encouraged but the preference is that they are to be included as part of an EOI submitted with local practices.

The EOI response must be 30 pages or less excluding mandatory forms and declarations. Participants must prepare their responses in the sections outlined below.

Item	Attributes	Information to be provided in EOI response
A	Track Record & Relevant Experience – 50%	<ol style="list-style-type: none"> 1. Provide four case studies (max 2 pages each) of recent and relevant projects that have received critical acclaim, where the Participant had a lead or significant role, and include details on: <ol style="list-style-type: none"> a. Project description, location, photos and relevance to the Quay Street Project b. Project value, start and finish date c. Client, project team composition and services provided by the Participant d. Key challenges for the project and how these challenges were met e. Awards, sustainability initiatives, innovations and benefits achieved f. Project learnings applicable to Quay Street Project. 2. Describe your experience in designing to respond to diverse stakeholder groups and achieving cultural and environmental objectives in public sector projects. 3. If the Participant is a consortium, provide details of the track record of members of the consortium working together on other projects.

Item	Attributes	Information to be provided in EOI response
B	Management – 20%	<ol style="list-style-type: none"> 1. Name the team leader proposed, and a maximum of five key personnel nominated with a brief summary of their skills and experience 2. If the Participant is a consortium, describe how the consortium is structured, governed and managed, lead and subcontract parties, and responsibilities of each 3. Describe your design management system and approach to managing and coordinating multidisciplinary public sector projects 4. Propose key performance indicators in relation to responsiveness and timely performance of the services

Item	Attributes	Information to be provided in EOI response
C	Technical Skills – 15%	<ol style="list-style-type: none"> 1. For each discipline requested in the Scope of Services set out in Section A.7, provide evidence and a brief description of your capability and expertise to deliver these services 2. Describe your understanding of ‘design leadership’ relating to a multi-disciplinary team environment, and the role of the client in this.

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Item	Attributes	Information to be provided in EOI response
D	Organisational Capability – 15%	<ol style="list-style-type: none"> 1. Demonstrate for each discipline required by the EOI what organisation/entity will deliver the services, and a brief description of the entity size, structure and the location as it relates to that discipline 2. Describe what capacity you have to deliver the Quay Street Project as a priority, including what other projects >\$10M are you currently involved with.

Appendix 1 EOI Form

Note: This form must accompany each EOI submitted

REOI for	The provision of Design and Construction Monitoring Services for the Quay Street Project
Identifying number	ACPN_15023
Council Organisation	Auckland Council

Participant's acknowledgment

1. The named below acknowledges and agrees that:
 - (a) It has examined the REOI Documents (as defined in Section C) and is submitting its EOI in accordance with those documents.
 - (b) It has received and examined the following notices issued in relation to the REOI: (please circle the Notices you have received)

 NTT# 1 2 3 4 5 6 7 8 9 10
 - (c) That all information provided is complete and accurate and it has not withheld any information potentially relevant to the Council Organisation's consideration of its proposal (Ref Section C 6.c).
 - (d) The Council Organisation is not bound to accept any particular EOI received and may or may not proceed to another competitive process.
 - (e) The terms and conditions set out in Section C apply to this REOI.
2. We attach the information to be submitted with this EOI.

Name of participant	
Contact details:	Address: Telephone No. Email:
Signed by authorised signatory of the participant	
Name and title of authorised signatory	
Date	

Appendix 2 Conflict of Interest Declaration

Note: This form must accompany each proposal submitted (refer clause 10 of the REOI Conditions)

REOI for	The provision of Design and Construction Monitoring Services for the Quay Street Project
Identifying number	ACPN_15023
Council Organisation	Auckland Council

CONFLICT OF INTEREST DEFINITION:

A conflict of interest is a situation in which a participant could gain (or be seen to gain) an unfair advantage through an association with an individual or organisation. Associations include financial, personal, professional, family-related or community-related relationships.

- An **actual** conflict of interest is where there already is a conflict.
- A **potential** conflict of interest is where the conflict is about to happen or could happen.
- A **perceived** conflict of interest is where other people might reasonably think there is a conflict.

QUESTIONNAIRE:

Note: each organization involved in a joint bid must submit a *separate* questionnaire and declaration.

	QUESTION	RESPONSE
		Select one answer for each question. Select “potentially” if others could perceive that a conflict exists
1.	Does any person in your organisation have a close friend or relative who is (or could be) involved in any evaluation or decision-making relating to this procurement process?	yes / no / potentially
2.	Has any person in your organisation recently offered any special discounts, gifts, trips, hospitality, rewards or favours to any person involved in any evaluation or decision-making relating to this procurement process? <i>(e.g. free travel, free samples for personal use)</i>	yes / no / potentially
3.	Does any person involved in any evaluation or decision-making relating to this procurement process have a financial interest in your organisation? <i>(e.g. the person is an employee of, or a shareholder in, your organisation)</i>	yes / no / potentially
4.	Are you aware of anything that might give the appearance that any person involved in the evaluation stage or decision-making stage of this procurement process is biased towards or against your organization? <i>(e.g. the person has used your organisation's corporate box)</i>	yes / no / potentially
5.	Is there anything else that we should know?	yes / no

If you answered “yes” or “potentially” to any of the questions above, please set out the details of the situation below.

Declaration: I declare that the information provided in this document is true, complete and accurate to the best of my knowledge and on behalf of the identified below, agree to notify the Council Organisation as soon as possible of any conflicts of interest that arise (or could arise) in the future.

Name of	
Signed by authorised signatory of the	
Name and title of authorised signatory	
Date	