



09 August 2019

Auckland City Centre to Mangere Light Rail Project – Response Requirements Document – Notice to Respondents #1

Following the release of the Response Requirements Document (RRD) and our briefing session with you earlier this week, the Ministry is issuing Notice to Respondents #1 to address a number of points on which clarification has been sought.

Stakeholder Engagement

Section 12 of the RRD sets out the Ministry's current process for Respondents to engage with relevant stakeholders in relation to the Proposal Process and the Project. The Ministry is issued a communications protocol that further defines the Ministry's stakeholder engagement process.

The Ministry recognises that appropriate engagement between Respondents and stakeholders is important in order for Respondents to develop their Proposal through the Proposal Process. The Ministry is in the process of engaging with relevant stakeholders (in particular Auckland Council, Auckland Transport and The Treasury) in relation to the content of the RRD and is working with these stakeholders to ensure they understand and agree the Ministry's expectations in terms of how stakeholders are to engage with Respondents during the Proposal Process (including that they are to treat each Respondent in an even-handed manner and maintain the confidentiality of each Respondent's commercial information).

The Ministry intends to document a set of agreed expectations with relevant stakeholders and make these available to Respondents by no later than 23 August 2019.

Interactive Engagement Process

Section 14 of the RRD requires each Respondent to submit its outline programme for its proposed IEP Meetings to the Ministry by 12 August 2019.

The Ministry understands that Respondents may require additional time in order to develop this outline IEP Programme, and is therefore extending this submission deadline for both Respondents to 19 August 2019.

Early Deliverables

Section 15.1.1 of the RRD sets out due dates for the submission of the three Early Deliverables and identifies the IEP Meetings at which each Early Deliverable is to be discussed.

The Ministry is now providing both Respondents with the opportunity to submit the three Early Deliverables at dates of their choosing, and to nominate the IEP Meetings at which the Early Deliverables are to be discussed, provided that:

- all Early Deliverables are submitted to the Ministry no later than 11 October 2019; and
- submission of the Early Deliverables is appropriately staggered to allow for these to be discussed at separate IEP Meetings, for example the Early Deliverables should not be submitted in the same week or in consecutive weeks.

The Ministry requests that each Respondent confirm the submission date of each Early Deliverable, and the IEP Meeting at which it would like to discuss each Early Deliverable with the Ministry, when it submits its outline IEP Programme to the Ministry by no later than 19 August 2019.

Amelia East
Authorised Representative

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26 September 2019

Auckland City Centre to Mangere Light Rail Project – Response Requirements Document – Notice to Respondents #10

Following the release of the Response Requirements Document (RRD) and recent Interactive Engagement Process (IEP) Meetings, the Ministry is issuing Notice to Respondents #10 to confirm the intent of 'Section 31.2 The Proposed Route Alignment' in the RRD.

Section 31.2.2 The Proposed Route Alignment – Minimum Requirements

This section of the RRD provides the Minimum Requirements for the proposed route alignment, identifying the locations that should be connected by the CC2M corridor.

The Ministry clarifies the intent of the Minimum Requirements table as follows:

Corridor Connections

MoT are interested in a solution that services the locations identified below and best meet the key outcomes.

The corridor solution for the CC2M shall provide a single transit solution which services the following locations:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

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How the proposed alignment services these locations is at the discretion of the respondents.

In addition to servicing the above locations the respondent needs to demonstrate how the proposed alignment can provide access to the following locations;

- [REDACTED]
- [REDACTED]
- [REDACTED]

Withheld as the information is commercially confidential and to protect the confidentiality of advice tendered by Ministers or officials

How the proposed alignment provides access to these locations is at the discretion of the respondents.

As indicated at the IEP Meetings (week commencing 09 September 2019), it is recognised that Queen Street is in the City Centre and confirm that should the Respondent provide an end of line (terminus) at that location then that would meet the requirements of the RRD. Alternative end of line (terminus) locations in the City Centre are at the discretion of the Respondent, with appropriate commentary provided in the Design Report identified in Section 31.3.2.

Special Event Requirements

The Ministry do not propose that the CC2M system will be used for Special Event services. As a result there is no requirement for additional physical infrastructure on the CC2M corridor; for example additional platform infrastructure, turn backs or waiting areas for passengers.

Amelia East
Authorised Representative

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From: [ALR Queries](#)
To: "Alice Mew"
Cc: [REDACTED]@auditnz.govt.nz
Subject: NTR#13 - Amendment to Section 8 of the RRD (IEP meetings and CQ deadline)
Date: Tuesday, 8 October 2019 4:59:00 PM

Hi Alice

Following receipt of your programme for the IEP Meetings, the Ministry is prepared to amend the programme in section 8 of the RRD and allow a final IEP Meeting on Wednesday 20th November 2019.

The date for final Clarification Questions is therefore extended to Wednesday 20th November to enable clarification of anything raised at the last IEP Meeting. However please note that any query raised on 20th November may not be able to be responded to in full due to the tight timeframes for response prior to the deadline for Submission of Proposals.

You are therefore encouraged to ensure all Clarification Questions are raised earlier and this extension is used only for anything arising in the last IEP Meeting.

Regards
Amelia

Amelia East
Project Director – Auckland Light Rail
Ministry of Transport - Te Manatu Waka

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The Ministry of Transport moved on 1 April. Our new address is: Ground Floor, 3 Queens Wharf, Wellington 6011. All other contact details remain the same.

From: [ALR Queries](#)
To: "Hayley Rundle"
Cc: [Carl Devlin](#); [REDACTED]@auditnz.govt.nz
Subject: NTR#13 - Amendment to Section 8 of the RRD (IEP meetings and CQ deadline)
Date: Tuesday, 8 October 2019 5:00:00 PM

Hi Hayley

Following receipt of your programme for the IEP Meetings, the Ministry is prepared to amend the programme in section 8 of the RRD and allow a final IEP Meeting on Wednesday 20th November 2019.

The date for final Clarification Questions is therefore extended to Wednesday 20th November to enable clarification of anything raised at the last IEP Meeting. However please note that any query raised on 20th November may not be able to be responded to in full due to the tight timeframes for response prior to the deadline for Submission of Proposals.

You are therefore encouraged to ensure all Clarification Questions are raised earlier and this extension is used only for anything arising in the last IEP Meeting.

Regards
Amelia

Amelia East
Project Director – Auckland Light Rail
Ministry of Transport - Te Manatu Waka

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25 October 2019

Auckland City Centre to Mangere Light Rail Project – Response Requirements Document – Notice to Respondents #15

Following the release of the Response Requirements Document (RRD) and recent Interactive Engagement Process (IEP) Meetings, the Ministry is issuing a Notice to Respondents #15 to confirm the intent of the following sections in the RRD:

1. Section 31.2 The Proposed Route Alignment;
2. Section 34 Lifecycle and Asset Management Response; and
3. Section 35 Whole of Life Considerations.

Section 31.3 Technical Approach

31.3.2 in the RRD should be replaced in full with the following:

31.3.2 This response is to include a Design Report and drawings. Drawing packages should include the following as a minimum:

- General arrangements for the full corridor at 1:1000;
- Long sections for the alignment at 1:1000 (horizontal) and 1:200 (vertical);
- Cross sections for the full corridor width at 1:1000 (horizontal) and 1:200 (vertical);
- Extent of works plans, including identification of land take (both permanent and temporary), building demolition and any significant structures;
- Typical arrangement for each type of stop including all proposed equipment and furniture and access to the stop (including vertical transport, if required);
- Typical arrangement for each type of major transport interchange stop/station; and
- Typical cross sections along the corridor picked up key changes in the transit right of way, with a focus on integration of the transit system into the existing streetscape.

Section 34 Lifecycle and Asset management Response

Asset Management Framework refers to the 'full process' and methodology that will be adopted to maintain the project infrastructure and associated systems throughout the term and residual life.

The asset management system referred to in 34.1.1 bullet point 2, means the overarching process and the identification of any software packages to be used for the asset management process.

Asset values referred to in 34.2.1 bullet point 2, means to the monetary value of the asset that has been used in the financial projections.

Section 35 Whole of Life Considerations

Approach to providing residual life referred to in 35.1.4 g refers to the whole of life considerations associated with the planning of asset management for an additional 10 years beyond expiry of the term (refer 34.1.1).

Amelia East
Authorised Representative

23 October 2019

Auckland City Centre to Mangere Light Rail Project – Response Requirements Document – Notice to Respondents #16

Following the release of the Response Requirements Document (RRD), the Ministry is issuing this Notice to Respondents #16 to confirm the intent of 'Section 32.4 'Approach to Consenting' in the RRD.

Section 32.4.3

This clause of the RRD has been removed as it is covered under 32.4.4 -32.4.6 and 32.5.

Section 32.4.4

This clause of the RRD requires the inclusion of a Consenting Strategy that sets out the statutory framework and proposed approach to securing the necessary RMA and Building Act approvals.

The Ministry clarifies the intent of the Consenting Strategy is to outline the consenting approach and 'consider' rather than 'test' the matters bulleted under 32.4.4.

The Ministry also clarifies that 'consideration' of *previous work undertaken through feasibility and scheme assessments* is not required to be included in the Consenting Strategy. The Consenting Strategy should only reflect the Respondent's proposal.

Amelia East
Authorised Representative

1 November 2019

Auckland City Centre to Māngere Light Rail Project – Response Requirements Document – Notice to Respondents #18

As per Section 25 of the Response Requirements Document, price will not be evaluated by the Ministry in arriving at the evaluated score for each Respondent. However, the key financial metrics of each Respondent's Proposal will be incorporated in the Ministry's overall advice to the Ministers. Therefore, the Ministry would like to ensure that it understands the basis on which each Respondent's Financial Model has been prepared and that it captures project cost, funding and financing information from both Respondents in a clear and common form (where possible). To assist this process:

- 1) A draft proforma is attached for your information and a final version will be uploaded to the Virtual Data Room no later than two weeks prior to the deadline for submission of proposals. Respondents should complete the proforma consistent with the instructions set out therein and provide them with their Proposal; and
- 2) Respondents will also be asked to provide a short presentation (of no more than 1 hour) to provide the Ministry and its advisors with an overview of their Financial Model shortly after the deadline for submission of proposals. This session will not be scored. It is intended to help the Ministry understand the workings and structure of the Respondent's Financial Model so that the key financial metrics of each Respondent's Proposal can be incorporated in the Ministry's overall advice to the Ministers. A time and date will be arranged directly with each Respondent.

If you have any questions on the above, we'd be happy to cover those at the upcoming IEP.

Amelia East
Authorised Representative



25 November 2019

Auckland City Centre to Mangere Light Rail Project – Response Requirements Document – Notice to Respondents #20

Following the release of the Response Requirements Document (RRD) and recent Interactive Engagement Process (IEP) Meetings, the Ministry is issuing Notice to Respondents #20 to confirm the following.

Section 17.2 of the RRD – Form of Proposals

Replace section as follows:

17.2.1 Each Respondent must submit:

- Three printed copies of each of its Response Requirements Proposal (excluding pricing information);
- Three encrypted USB sticks (or sets of encrypted USB sticks) with electronic PDF and Microsoft 2010 compatible format versions of its Response Requirements Proposal, with each Response Requirements Evaluation Criteria split into separate files. Please also ensure drawings are consolidated drawing sets as opposed to individual drawing files; and
- Three encrypted USB sticks (or sets of encrypted USB sticks) with electronic copies of its Pricing Proposal (Financial Model).

Please note that the Ministry will be making additional copies of the Response Requirements Proposal so please deliver in a form that is easy to divide and copy.

Please note that should you need to use more than one encrypted USB stick for your Response Requirements Proposal or Pricing Proposal that these must be clearly numbered to identify which “set” they are part of. For example “RRP Master 1, RRP Master 2, RRP copy 1, RRP copy 2” etc.

Receipting Check

A receipt will be provided, on submission of your Proposal in Wellington. This receipt will be signed by yourselves so please ensure that someone who is able to sign on behalf of the Respondent is present at delivery.

Proposals can be received between the hours of 8am and midday on 29 November 2019 and must be delivered in person to enable the receipt to be signed. If you are able to provide a timeslot for delivery, please can you email this to ALR queries as this will help us manage more effectively the receipt of the Proposal.

If you wish to deliver prior to this date, please confirm no later than midday on 27 November 2019 when you will be delivering your Proposal, and at what time, so we can arrange for the correct people to be available.

Evaluation timeline and clarifications

We may have clarifications to raise during this process and we will raise these clarifications using the ALR queries email address. Due to the tight timeframe for evaluation we would like all clarifications responded to within two working days. We will not raise clarifications between Monday 23rd December and Friday 3rd January.

Due Diligence Reports

It is anticipated, in accordance with Clause 23.3.1 of the RRD, Due Diligence (DD) reports will be created during the Evaluation phase. These are currently expected to cover:

- Policy
- Financial
- Legal
- Probity

This list is not intended to be exhaustive and further due diligence assessments may be undertaken where applicable.

Amelia East
Authorised Representative

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