

SCOPE OF SERVICES

1.0 INTRODUCTION

1.1 Contract Management

The Consultant shall manage this contract in accordance with the requirements of TNZ Standard Specification Contract Management, excluding Clause 4.6 Quarterly Major Projects.

1.2 Consultant Personnel

The Consultant shall have a strong and proven background in regional planning and transportation issues.

The Consultant shall nominate a team leader who will have the overall responsibility for driving and managing the project as well as reporting on progress. Previous experience in this role is essential.

Only persons nominated in the contract documents are to be involved in any work on this contract unless agreed to by the principal.

1.3 Monthly Consultants Report And Client Meetings

The Consultant shall submit by the 8th of the month a report summarising the professional services undertaken during the previous month, summarising the meetings held and groups consulted and description of work programmed for the current month. The report shall be E-mailed to the project manager. The Consultant will arrange a meeting with the Project manager to discuss the report.

The Consultant shall have bi-monthly meetings with the steering group and presentations to the Political Group in Wellington and update any developments or programme targets. The minutes of these meetings will be taken by the Consultant and supplied to all parties. The cost of attending the meetings and preparing the minutes shall be incorporated in the Consultants submitted price.

1.4 Steering Group

A steering group made up of officers from Greater Wellington Regional Council, Land Transport New Zealand, Transit New Zealand and Wellington City Council is responsible for overseeing the direction of the study. Their role is to ensure that the study is based on sound processes and information. The steering group will be the author of the technical reports to the respective committees. The steering group is chaired by Transit New Zealand.

1.5 Regional Land Transport Committee (RLTC)

The Consultant shall report to the RLTC and Wellington City Council every three months.

1.6 Risk Management

The Consultant is to manage risk in accordance with the Transit manual, AC/Man/1 – “Risk Management Process Manual” while at the same time adopting AS/NZS 4360: 2004 Risk Management which replaces the 1999 version. This manual has a broader focus. In addition to risk management for capital projects, it includes the identification and management of risks to all other aspects of Transit’s business. The essential differences include identification and management of time related risks and the consideration of opportunities.

This project requires the Consultant to develop a project risk file and manage risk in accordance with the “General Approach” as described in the manual. The management of risk shall be to a level that will provide assurance to the Client and its partners that all significant risks have been identified and will be appropriately managed.

The assessment of risk and its possible impact on the estimate shall be used to calculate an appropriate contingency and funding risk in the estimate, in accordance with the Transit Cost Estimation Manual, SM014. The Consultant shall also deliver risk-adjusted programmes (expected programme and 95th percentile programme). The risk assessment must include provision for a peer review and reconciliation.

1.7 Transport Planning For Wellington CBD

Greater Wellington Regional Council, Wellington City Council and Transit New Zealand (partnering agencies) have agreed to work together on transport planning for the central city area and connections to Wellington Airport and Hospital. Transport Planning cannot be reviewed in isolation; it is therefore proposed to work closely with Wellington City Council to understand their objectives for the central city and how they can be integrated with this study. Given that the CBD is a major employment centre for the region, it is important that transport options lying outside the city be included in the analysis where these might have an impact on transport into the CBD. Key questions that derive from this are:

1. Are changes needed to improve access to the CBD from the North?
2. Is additional road capacity required south of Ngauranga?
3. Are changes needed to improve access to the airport?
4. Are changes needed to improve access to the hospital?
5. Are changes needed to improve access to the waterfront development opportunities?
6. How can better pedestrian access between the business district and the waterfront area be best facilitated?
7. Are passenger transport improvements required to increase use and ensure balance and sustainability?
8. Is additional road capacity required through the Terrace Tunnel?

9. Are changes needed to improve access around the Basin Reserve?
10. Is additional road capacity required through Mount Victoria?
11. How is any additional traffic congestion in the CBD to be managed?
12. What improvements might be necessary in feeder routes to the main corridor arterials?

In answering these questions, due regard will be given to determining the effects (both positive and negative) of any changes.

2.0 PURPOSE

The purpose of this study is to identify the present and future transport needs of the Ngauranga to Airport transport corridor and propose solutions that best meet these needs in a manner that facilitates and supports current and future land use, social, business, recreational and other strategic goals.

The proposed solutions must reasonably:

- Assist economic development
- Assist safety and personal security
- Improve access and mobility
- Protect and promote public health
- Ensure environmental sustainability

The proposed solutions are expected to include an integrated package of proposals and linked initiatives that ensure that the benefits of the proposals are sustained, and that also facilitate and promote improved long term performance, including reduction of congestion within the CBD, its adjacent transport networks, and passenger transport services.

Proposed solutions will recognise the impacts that developing one part of the network will have on other parts and the relationship with social and land use effects. These solutions will take into account constraints of affordability and economic efficiency. Proposals will form an integrated improvement package that will contribute to the achievement of the objectives.

3.0 BACKGROUND

For Greater Wellington, this is the fourth corridor study (after Western, Hutt and Wairarapa) to be undertaken as part of the ongoing development of the Regional Land Transport Strategy (RLTS). Corridor studies examine a section of the RLTS in more detail. The Corridor Planning Process used in previous corridor plans in the region will be used in this study. For Wellington City Council, this is part of a Transport Implementation Plan that is being prepared in conjunction with city which will form strategies that guide the future development of the city. Wellington City is also developing an urban design strategy. This will be taken into account by this study. Work on the future demographic and economic structure and urban form of the region will also be incorporated into the project as it progresses. For Transit this work will

help it determine projects and packages to be implemented as part of its contribution to a safe, responsive, integrated, and sustainable transport network.

4.0 SCOPE

This study will focus on high-level objectives and consider travel in the corridor between the Ngauranga merge and Wellington Airport and the regional hospital. It includes more than one major route (e.g. Aotea Quay and the motorway). Links from the Hutt Corridor (SH2) and the Western Corridor (SH1) to facilities of regional significance are important. This study must take into account findings and initiatives developed as part of the Northern Suburbs Passenger Transport Study. Improving access to local suburbs and amenities is not part of this study but where proposals have significant effects on suburban access, these will be reported on.

The implications of proposals for the Ngauranga to Airport corridor on other parts of the network will be identified. The study will be multi-modal. This means that road, rail, bus, pedestrian and cycling strategies will be considered. There is competition for space within the CBD and therefore initiatives for one mode may have implications for other modes and activities. It has been agreed with Wellington City Council that analysis will be undertaken at a macro/strategic level, recognising the city's role and responsibilities in transportation, traffic and infrastructure management. Transport solutions for the Ngauranga to Airport corridor will be formulated in an integrated way with modelling undertaken as an input to decision making where appropriate and not as an end in itself.

5.0 PROGRAMME

The Ngauranga to Airport Corridor Study is programmed to commence in November 2005 with the sign-off of the Terms of Reference by the partnering agencies. The timetable aims to provide a draft Ngauranga to Airport Corridor Plan for discussion by the partnering agencies in August 2006. A more detailed programme is outlined in the Deliverables.

6.0 1999 RLTS ISSUES

The following issues for travel in the Ngauranga to Airport Corridor are identified in the 1999 Regional Land Transport Strategy (p 60). It should be noted that improvements have been made in a number of these areas since the RLTS was last reviewed in the late 1990's. The issues will be reviewed and updated early in the study. A number of projects in the Ngauranga to Airport corridor study area will be subject to various decisions during the study. It is expected that projects will not be delayed simply because of the study, but the state of the study might be used to inform the necessary decisions.

6.1 Wellington CBD

- Peak period and weekend road congestion

- Inadequate penetration of passenger rail services into the CBD
- Inadequate pedestrian connections from the CBD to the railway station
- Bus services caught in road congestion
- Poor pedestrian travel conditions
- Car parking management and supply
- Car parking levies (p61)

6.2 Ngauranga to Wellington CBD

The Ngauranga to CBD section of the arterial network incorporates the Wellington Urban Motorway from the Ngauranga merge to the end of the Terrace Tunnel.

The Regional Land Transport Strategy (p60) identifies the following issues for the Ngauranga to Wellington CBD link:

- Serious peak period road congestion
- High accident rates

7.0 OTHER ISSUES

7.1 Demand Management

How demand management principles will be planned and provided for in relation to all modes of transport with key targets as required under the LTMA 2003. This shall include consideration of controls on supply (such as priority lanes) and demand such as the SMART travel programme developed in Perth Australia and trialled in Auckland, and strategic planning for areas (catchments) of future demand through RMA planning instruments by both councils.

7.2 The Impacts of Major Projects and Activity Areas

A key platform of the LTMA is the theme of network balance. The strategic transport network will not perform optimally and achieve the strategy's objectives if the network is not in balance. This means that upstream and downstream capacity and the capacity across modes should ideally be in balance. Proposals are interdependent and should not be considered in isolation.

In addition to the Hutt Corridor Plan (2003) and the Western Corridor Plan (currently under development), there are a number of major projects that are due to be implemented in the near to medium-term future that need to be considered in an integrated way. Initial thoughts are set out below.

(a) Inner City Bypass

The construction of the Inner City Bypass with improved traffic management on adjoining streets and improvements to other forms of travel means that this project has a significant place in the City's and region's transport network.

Currently Transit has resolved all consent issues and the project is under construction, with opening around May 2007.

(b) Kapiti and Hutt Valley Rail Packages

These will increase the demands for pedestrian travel, bus movements, and bus priority from Wellington Station. Enhancements in bus travel and pedestrian travel will be required to match so that the full benefits of the public transport improvements can be realised.

(c) Ngauranga-Aotea capacity improvement

Peak period congestion can be alleviated by increasing capacity between Ngauranga merge and Aotea Quay. There is potential for this proposal to deliver more peak period traffic from the north to the CBD road network and beyond. The nature of capacity increase (i.e. full time extra lanes, HOV lanes etc) and desirability of this project will be studied.

(d) Wellington Waterfront

The development of Wellington Waterfront (including Te Papa and Waitangi Park) will be a destination predominantly for pedestrians, however the needs of other modes should also be considered. Wellington Waterfront will be a sizeable trip generator and will have major impacts on the Waterfront route and also other major routes. The transport needs of the urban development envisaged for this area will be identified.

There have been a number of investigations that have considered how the Waterfront Route can be reconfigured to better integrate it into Wellington City's urban environment. Changes to this route will impact on Wellington Waterfront's accessibility and will impact on the performance of the region's strategic transport network. The transport needs of the urban development envisaged for this area will be identified. Work planned for the city in the area of urban design and pedestrian facilities was undertaken in 2004 and will be used to inform the Ngauranga to Airport Corridor Study.

(e) Railyards Precinct (Gateway Project)

The development of the Railyards Precinct will be a destination for cars, bus, cyclists and pedestrians. The Railyards Precinct will be a sizeable trip generator and will have major impacts on the Waterfront route and also other major routes. The transport needs of the urban development envisaged for this area will be identified.

(f) CBD Parking Policy

The CBD parking policy will be a factor affecting the split between car use, bus, train, walking and cycling. It will also have a significant impact on traffic levels using all major routes to and through the CBD. Options for future supply, pricing and distribution of CBD parking will be studied. A key linkage for this work is the city's retail strategy and proposals it contains for parking arrangements in the CBD.

(g) SH1 – Basin Reserve Improvements

In developing proposals for future access and layout, consideration will need to be given to all users and potential users of the Basin Reserve junction. The consultant will also model and assess the proposed upgrade and signalisation of the Rugby Street / Adelaide Road intersection.

(h) Port

The future growth projections of the port in terms of the types of commodities and tonnages will be important because of the resulting demand for road and rail transport. Issues that would need to be dealt with are the future role of the port as an import/export route for commodities such as wood and wood products, motor vehicles and container traffic, as well as its role as a hub port for central New Zealand. Centreport's strategic plan will be a key input to the project in this respect. The Consultant will model various access options.

(i) Airport

Current and forecast passenger and freight volumes through Wellington International Airport Limited will be incorporated into the analysis. Wellington is increasingly becoming more of a regional tourist destination and this must be factored into transport options for the airport and the appropriate mix between public and private transport. Freight movements to and from the airport will be affected by economic growth of the city, industrial development elsewhere in the region and likely changes in aircraft types that permit carriage of containerised freight.

(j) Hospital

The increasing importance of the hospital in the region will affect the volume of traffic moving through the city as well as requirements for parking in and around the facility. Transport options addressing the level of both private car and public transport will be examined.

(k) Rongotai Commercial Development

Development proposals for retail and business park areas around the airport are planned for implementation in the short term. This may have implications for accessibility, particularly for freight.

(l) Wellington Ferry Terminal

The Ferry Terminal is a prominent destination for vehicles. The Consultant will consider how to reconfigure access to the terminal to better integrate it into the Wellington City's urban environment.

(m) Wellington City Council Transport Strategy

Wellington City Council is currently revising its Transport Strategy, which will set out the future strategic direction for transport in the city, and establish priorities amongst competing activities. This work is underway and a number of themes and trends are already emerging, including the relative merits in investment in transport infrastructure. The Strategy is expected to be completed

in October 2005. It is expected that this work will have a significant bearing on decisions relating to the corridor and the Study will be kept abreast of its progress.

(n) Wellington City Council Urban Development Strategy

Wellington City Council is also developing an Urban Development Strategy. Central to this is likely to be the adoption of a “growth spine” from Johnsonville through the CBD via Newtown to the airport for intensification and transport oriented development. It is expected that this concept will significantly influence decisions on investment within the CBD corridor, and the Study will be kept informed of its development. The Strategy is also expected to be completed in October 2005.

(o) Northern Suburbs Passenger Transport Study

Wellington City Council and Greater Wellington are jointly undertaking a Study to comprehensively review all services in the area bounded by Churton Park and Grenada in the north, Woodridge and Newlands in the east, Johnsonville in the west and following the Johnsonville Rail Line to the Wellington CBD. This area is currently serviced by a mixture of rail services and bus services running on road. The Study aims to identify the optimal public transport solution for this area, recognising the link to urban form and transport oriented development. The Terms of Reference of the Study explicitly refer to the link to the CBD Corridor Study and call for completion of the technical phase by 31 July 2006.

(p) SCATS Review

Wellington City Council uses a vehicle activated SCATS system to control the traffic signals in and around the city. Transit uses an Odyssey traffic management system to manage/operate VMS, VMSS, and CCTV. There are potential cost and time benefits to the motorists to have these systems integrated. The consultant shall investigate:

- Possible optimisation to the SCATS system to improve performance;
- Possible optimisation to the Odyssey system to improve performance;
and
- Integration of the SCATS and Odyssey systems.

The consultant shall investigate additional cameras strategically places within the corridor to detect queues, stopped vehicles/accidents, and other impingements to traffic so as to provide information to the controllers.

(q) ATMS

The consultant will investigate active traffic management strategies such as variable speed limits, variable message signs, multi-modal travel information (i.e. bus and rail information services, journey time information, and incident information), ramp metering, lane control, and camera supervision and enforcement.

8.0 INPUTS AND ASSUMPTIONS

- LTMA requirements and the principles of the New Zealand Transportation Strategy
- RLTS for Wellington
- LTCCP process

9.0 CONSULTATION

A consultation strategy will be developed and submitted for the Project Manager's approval. The Strategy shall detail its purpose, the parties and activities involved and the desired outcomes. The Strategy shall be formulated in accordance with Transit's Consultation Policy and Guidelines for Network Management and Improvement Projects as appropriate. It shall be detailed in terms of the process to meet the requirements of the Land Transport Management Act 2003, Resource Management Act and Historic Places Act and any other relevant legislation to provide early and full opportunities for persons and organisations to participate in the process. This is envisaged to be a four-stage process.

Possible adverse effects and risks and how these might be mitigated or resolved should be included. The Consultant's personnel to be involved, their responsibilities and the time allowed for each shall be described.

The Consultant shall prepare a Problem Framing Report to identify current issues, needs and outcomes (largely based on WCC's existing and developing information). This shall be agreed with the Steering Group prior to its use in consultation.

Stage 1 – Initial Consultation

The objectives of the first stage of consultation are to:

- i. develop a list of key stakeholders and interested parties within the public;
- ii. achieve knowledge within the general public about the study; and
- iii. generate feedback from stakeholders, interested parties and the general public to further the project team's understanding of the issues, problems, and possible options.

Information obtained from the first stage of consultation will be presented to the public in the form of a summary report.

Stage 2 – Practicable Options

The objectives of the second stage of consultation are to:

- i. present to stakeholders, interested parties and the general public the range of practicable options that have been identified and the evaluation process; and
- ii. achieve an understanding of stakeholders', interested parties' and the general public's preferred range of solutions.

Stage 3 – Assessment of Practicable Options

The objectives of the third stage of consultation are to:

- i. present to stakeholders, interested parties and the general public the results of the assessments that have been undertaken for the preferred range of solutions; and
- ii. achieve an understanding of stakeholders', interested parties' and the general public's preferred option based upon the technical assessments that have been undertaken.

Stage 4 – Presentation of Adopted Option

The objective of the final stage of consultation is to provide stakeholders, interested parties and the general public the adopted option and the reasons for the choice that was made.

Following each stage of consultation, feedback from stakeholders and interested parties will be acknowledged. Stakeholders and interested parties will be informed on how their feedback affected the decisions that were made by the project team.

All consultation shall be documented.

Submissions shall be invited on the Adopted Options. These shall be heard by a Hearing Committee and the results incorporated in the final scheme. The Hearing Committee shall consist of a subcommittee of the RLTC.

10.0 OPTIONS

A large number of improvement strategies exist. Improvement options will be derived from the existing improvement strategies and input gathered during public consultation. The options will include road, public transport (rail and bus), pedestrian and cycling, land-use, road pricing and non-pricing travel demand management initiatives.

11.0 ANALYSIS

11.1 Ngauranga to Wellington CBD

The improvement options will be analysed using both the regional transport strategy model (WTSM), and a more detailed traffic model of the inner city.

WTSM uses EMME/2, which is well suited for modelling strategic level intermodal issues. The detailed traffic model uses SATURN, which is well suited to modelling saturated networks. Data will be exchanged between the respective models. EMME/2 will be used to determine the best combination of projects to include in each scenario,

with SATURN then used to evaluate their effects on the Wellington City road network. Consideration of the implications of future growth, demand, capacity and mode split in an integrated manner to achieve sustainable outcomes, will be required.

A series of agreed performance indicators will be used to assess proposed strategies. The consultant shall develop a process for the Project Manager and Steering Group's approval.

The evaluation will be extended to recognise the requirements of the LTMA and Land Transport NZ's Allocation Process. While some existing information exists on project costs and social and environmental effects of the various projects, the analysis will not be limited to this existing information. Cost and time risks for packages and individual projects will be scoped in accordance with Transit Cost Estimation and Risk Management Process Manuals (to Feasibility Estimate level). It is anticipated that the Steering Group will assist, but some additional data may also be needed.

This analysis needs to recognize that the funding of infrastructure or travel demand management will have an impact on projected growth levels. Accordingly, it is important that the implications of transportation proposals interact with the development of the WRS.

Access to the WTSM and SATURN models will be granted to the successful consultant. The Consultant shall clearly identify how they will use the models in their tendered methodology.

11.2 Ngauranga to Wellington CBD

Analysis of strategies will occur in two distinct phases. Phase 1 will consider the performance of the projects listed below, along with other projects identified from the Stage 1 consultation. These are to be analysed independently, thereby isolating the effects and performance of each project. Some of the initial projects listed below have been analysed via WTSM, as reported in CBD Corridor Study – Stage 1 Summary Modelling Report.

Phase 2, occurring after the results of Phase 1 have been analysed and reported, will develop and analyse integrated packages of projects in order to identify packages that will be recommended for the Stage 2 consultation process. Packages will include short/medium as well as long-term projects and management strategies. All assumptions of the modelling need to be clearly identified.

PROJECT CATEGORY	INITIAL PROJECTS
Roading	<ul style="list-style-type: none"> • Basin Reserve improvements, including signalisation of the Rugby Street / Adelaide Road intersection • Ngauranga-Aotea capacity improvement • Terrace Tunnel Tidal Flow/ duplication • Mt Victoria Tunnel duplication and four-laning to Kilbirnie Crescent • Capacity changes to Waterfront route
Public Transport	<ul style="list-style-type: none"> • Golden Mile and CBD fringe bus priority schemes • Traffic signal pre-emption for buses • Increased bus frequency

PROJECT CATEGORY	INITIAL PROJECTS
	<ul style="list-style-type: none"> • Additional bus routes servicing CBD and CBD fringe • Additional express bus services to CBD • Rail service improvements (Kapiti & Hutt Valley) • Heavy rail penetration beyond Wellington Railway Station • Light Rail services
Park & Ride	<ul style="list-style-type: none"> • Edge of town Park & Ride and Park & Walk sites with high frequency shuttle buses to CBD.
Travel Demand Management (Non-pricing)	Modellable effects of TDM (non-price) options, e.g. ride sharing/car pooling, high occupancy vehicle lanes, teleworking, parking restrictions.
Road Pricing	GWRC is currently undertaking a separate study on Road Pricing in the region. Any preferred Road Pricing scheme(s) resulting from the Road Pricing study will be included as sensitivity tests during Phase 2 of this Study to assess potential impacts on packages recommended for Stage 2 consultation.
Active Modes (Pedestrian/ Cycling)	Facilitation of CBD pedestrian/ cycling journeys via best combination of: <ul style="list-style-type: none"> • Reduction of pedestrian/ vehicle conflict • Reduction of cyclist/ vehicle conflict • Pedestrian priority • Cyclist advance waiting areas at lights • Road space reallocation Note that some of these projects cannot be represented within EMME/2 and/or SATURN, so assessment of these will need to be qualitative.

12.0 OPTIONS

- Detailed technical report (refer Section 12.0) summarising the current and future needs, the options considered, the analyses, evaluations and recommendations.
- An executive summary of the technical report fit for purpose for the media and members of the public.
- A report/brochure suitable for use in the public consultation phases of the study.
- A Corridor Management Plan including Travel Demand Management.
- A presentation to the RLTC and Wellington City Council.

All reports shall be submitted in draft form and will require a redraft following a review by the steering group and another redraft after consultation. The final reports are to be produced after the final review by the steering group.

13.0 DETAILED TECHNICAL INFORMATION

13.1 The Consultant shall carry out the investigation generally in accordance with the requirements of *TNZ Standard Specification State Highway Strategy Studies*.

The Detailed Technical information shall contain all of the background data, consultation, analysis, evaluation, etc which will be drawn upon to develop the Corridor Management Report. It shall be documented in two Parts. The first shall be the inputs, traffic engineering of options etc and the second shall be the report on the recommended proposals with their technical support.

The Detailed Technical Report shall identify the key constraints, demands on the network, essential connections between modes and improvement proposals. It shall identify a preferred long-term transport strategy for the corridor. It shall then identify the preferred short and medium transport strategies, consistent with the long-term strategy. The package of solutions for the corridor is to incorporate state highway, local road, travel demand management and public transport components.

13.2 The detailed technical report is to include

- Addresses all issues including those identified above.
- an evaluation of future demand versus capacity/level of sustainability.
- components of the packages including time and cost risks and implementation risks.
- the packages considered
- the analyses
- the evaluations
- a summary of consultation
- a review of proposed transport initiatives against legislative requirements and objectives
- implementation and funding plans
- demand management information

13.3 Consultation and analysis of the various package options shall be compatible with the principles of the Land Transport Management Act and Land Transport New Zealand's current funding allocation process.

13.4 The Consultant shall prepare an Executive Summary of the Detailed Technical Information Output Report suitable for use in consultation with the public and for release to the media.

13.5 There is to be a strong focus on risk assessment, including the scoping of time and cost risks. This will be done at both a strategic level and against individual projects.

14.0 CORRIDOR MANAGEMENT PLAN (CMP)

The Corridor Management Plan for the major routes within the corridor is to be used by the Roding Authorities for their forward management. It is to be compatible with the RLTS.

The CMP is to be generally in accordance with the template for “Rural Corridor Management Plan”, attached but appropriately adapted to addressing urban issues of the major routes such as:

- SCATS review
- CCTV cameras
- ATMS
- speed restrictions
- intersection control
- roadside parking
- street lighting
- lane marking
- commercial and suburb development
- inter-modal transport
- pedestrian
- cycling

Broadly speaking, the assessment of alternatives is expected to identify a preferred long-term transport strategy for the corridor and then identify the preferred short and medium term transport strategies for the corridor, consistent with the long-term strategy.

DELIVERABLES & TIME SCHEDULE

GENERAL

In accordance with Clause 9 of the General Conditions (amended under the Special Conditions), intellectual property of the Client which forms part of the deliverables listed below and which comprises items which are extracted, taken or built from documents, data or information bases belonging to the Client, remains the intellectual property of the Client.

PROGRAMME FOR DELIVERABLES

The following is the Time Schedule for Deliverables. It outlines the major/milestone deliverables but is not to be deemed all-inclusive. Further deliverables with delivery dates and times may be specified in the Scope of Services and specifications.

N ^o	DELIVERABLE	TIME FOR DELIVERY
<i>Contract Management</i>		
1.	Consultant's Project Quality Plan	Within 2 weeks of acceptance of tender.
2.	Consultant's Draft Baseline Programme	With Consultant's Project Quality Plan.
3.	Site Safety Plan	With Consultant's Project Quality Plan.
4.	Budget Cashflows for Project	Within 2 weeks of acceptance of tender.
5.	Consultant's Monthly Report	By the 8 th day of each month.
6.	Accrual Report	By the 8 th day of each month.
7.	Consultation Strategy	Within 4 weeks of acceptance of tender
8.	Project Risk File	15 November; 15 February; 15 May; 15 August
9.	Quarterly presentation to the RLTC	By 15 December; 15 March; 15 June; 15 September
10.	Bi-monthly meetings with Steering Group	Bi-monthly from acceptance of tender
<i>Corridor Study</i>		
11.	Problem framing report	Within 4 weeks of acceptance of tender
12.	Preliminary (Stage 1) consultation with key stakeholders, organisations, and general public	Within 7 weeks of acceptance of tender
13.	Analysis of suggested solutions	Within 3 months of Preliminary Consultation
14.	Draft Reports	Within 4 months of Preliminary Consultation

Nº	DELIVERABLE	TIME FOR DELIVERY
15.	Stage 2 consultation with key stakeholders, organisations, and general public	Within 1 month of Draft Report
16.	Draft Corridor Plan	Within 2 months of Draft Report
17.	Stage 3 consultation with key stakeholders, organisations, and general public	Within 2 weeks of Draft Corridor Plan
18.	Submission review	Within 1 month of receiving submissions
19.	Hearing Committee process	Within 2 months of receiving submissions
20.	Draft Corridor Plan approved by RLTC	Within 1 month of completion of Hearing Committee
21.	Final comment by financial stakeholders	Within 1 month of Draft Corridor Plan approval
22.	Corridor Plan adopted by RLTC	Within 2 months of Draft Corridor Plan approval

INPUTS PROVIDED BY CLIENT

A. TO TENDERERS

The following items will be made available for perusal by the tenderer at the office of the Regional Manager. Transit New Zealand takes no responsibility for the accuracy or adequacy of each item, which is offered in good faith.

1. CBD Corridor Review – Traffic Management Estimates – Terrace Tunnel Tidal Flow. Report to Greater Wellington Regional Council, MWH, June 2005.
2. CBD Corridor Review – Traffic Management Estimates – Additional CBD and Fringe Bus Lanes. Report to Greater Wellington Regional Council, MWH, June 2005.
3. CBD Corridor Review – Traffic Management Estimates – Light Rail Transit. Report to Greater Wellington Regional Council, MWH, June 2005.
4. CBD Corridor Review – Traffic Management Estimates – Inner City Bypass Stage III. Report to Greater Wellington Regional Council, MWH, June 2005.
5. CBD Corridor Review – Traffic Management Estimates – Terrace Tunnel Duplication. Report to Greater Wellington Regional Council, MWH, June 2005.
6. CBD Corridor Review – Traffic Management Estimates – Traffic Signal Pre-emption. Report to Greater Wellington Regional Council, MWH, June 2005.
7. Wellington Underground Rail (Railway Station to Taranaki St) - Preliminary Outline Cost Report. Report to Greater Wellington Regional Council, Opus, June 2005.
8. CBD Corridor Study – Pressures and Issues. GWRC, August 2004.
9. Wellington Waterfront Lane Removal: Assessment of Effects. Report to WCC, Tim Kelly Transportation Planning, July 2003.
10. Light Rail Transit Feasibility Study, Report to WCC & WRC, Works Consultancy Services, July 1995.
11. CBD Corridor Study – Stage 1 Summary Modelling Report, GWRC, June 2005.

12. City to Waterfront – Wellington 2004 – Public Spaces and Public Life Study.
Report to WCC, Gehl Architects, 2004.
13. The Wellington Regional Land Transport Strategy, WRC (1999-2004)
14. State Highway 1 Traffic Operations Study (Mount Victoria Tunnel to Airport),
Report to Transit New Zealand, MWH, March 2005.
15. Wellington City Council Transportation Strategy

B. TO THE CONSULTANT

Upon acceptance of tender the following information and, where relevant, personnel, in addition to the project related items listed above, will be made available to the Consultant:

1. Client Personnel
 - No personnel will be provided.

PROJECT MANAGER

The Project Manager for Transit New Zealand (“Client’s Representative” as defined in the General Conditions) is:

Eric Whitfield
Project Manager
Transit New Zealand
PO Box 27-477
Wellington

Ph: 04 –801 2596
Fax: 04 – 801 2599

Attention is drawn to the role of Project Manager as the Client’s representative in terms of this contract.