

10 May 2022

Stefan Corbett  
Group Manager Infrastructure & Services  
South Wairarapa District Council  
19 Kitchener Street  
**Martinborough 5711**

Dear Stefan

### **Transport Activity Procurement Strategy Endorsement**

Thank you for your request seeking endorsement from the Waka Kotahi NZ Transport Agency for the Procurement Strategy dated 11 April 2022.

I am pleased to confirm that Waka Kotahi has reviewed the *Ruamāhanga Roads Network Procurement Strategy – March 2022* dated 11 April 2022. This document forms South Wairarapa District Council's Transport Procurement Strategy, the requirements of which are outlined in the Waka Kotahi Procurement Manual.

We are satisfied that it meets the requirements of the Waka Kotahi Procurement Manual and formally endorse the Procurement Strategy effective 10 May 2022.

We would like to draw your attention to the following matters. Waka Kotahi:

1. approves the continued use of in-house professional services by South Wairarapa District Council, in accordance with s26 of the Land Transport Management Act, with much the same scope and scale as it has in the past.
2. notes that South Wairarapa District Council has entered into a road network maintenance, operations and renewals term service contract with maximum contract term of ten years (5+3+2 years).

Our endorsement of the Procurement Strategy is therefore subject to the following conditions:

1. a variation to the rules in Procurement manual, section 10.21 *Maximum term of a term service contract for infrastructure or planning and advice* to allow South Wairarapa District Council to use a maximum contract term greater than the five years stipulated in the Procurement Manual has not been considered at this time. Should South Wairarapa District Council determine that it is appropriate to extend the term service contract beyond the maximum of five years an approval will need to be sought from Waka Kotahi in Year 4 of the contract term.

The Waka Kotahi Procurement Manual requires approved organisations to review their Procurement Strategy at a minimum once every three years and ensure that they always remain fit for purpose. The Procurement Strategy's endorsement will expire on the 10 May 2025 and you are encouraged to seek endorsement of a new or revised Procurement Strategy in advance of this date.

If you would like to discuss this matter further, please do not hesitate to contact Philip Walker, Approved Organisations Senior Procurement Advisor, directly on 021 633986.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Shane Avers', written in a cursive style.

**Shane Avers**  
Acting Senior Manager Procurement