

Project Completion Report

This must be completed for all projects using suppliers from TC114/20 – Tauranga Reserves Panel.

Project Details:

TC114/20 No.	#42
Project Name:	Tree Removal Mauao 2023
Physical Works or Professional Services?	Physical Works
Supplier:	TREE WISE MEN LIMITED
Total Value of Contract (\$)	\$240,000.00
Secondary Procurement Method	Direct Procurement
All Suppliers approached if applicable	N/A
Panel Category	
Project Manager:	s 6 - Maintenance of law
Project Start Date	24/06/2023
Project End Date:	28/07/2023

Project Description

High level bulleted list of the key deliverables for the project.

Project Description:
<ul style="list-style-type: none"> • Removal of 8 large exotic tree from the Mauao historic Reserve utilising a heavy lift helicopter. • The trees that are to be removed are sitting on or adjacent to protected archaeology. The protection of this archaeology is paramount (no dropping large wood). • All wood is to be removed from site. Site is to be left clean and tidy. • Due to the archaeological nature of the site, contractors are expected to work with cultural monitors.

Performance of Contractor

Based on the traffic light system (see below key)

	On Track	On Track (Minor Issues) – state issues below	Off Track – state issues below
Delivered project on time	*	*	
Delivered project within budget	*		
Completed all necessary Paperwork	*		
Followed H&S protocols	*		

Budget Variations

State if there were any substantial budget variations to the contract.

Variation Value (\$)	Reason
N/A	

Overall Project Delivery Summary




Describe how the contractor performed. Give mention to the quality of the project, expand further anything that was ticked in the 'minor issue's or 'off track' boxes.

Project Summary:
<ul style="list-style-type: none"> Slight variation to the timing of the operation, this was due to weather and was outside of controllable factors. The overall job was completed to a very high standard and H&S was at the forefront. Although a two-day window was allowed, the physical removal was completed in a single day which was a great win for the community. Tree Wise Men and their sub-contractors were great at communication throughout which gave confidence in all areas. Tree Wise Men and their sub-contractors all showed great care and respect for the cultural importance of the site.

Based on their performance during this project, would you recommend using this supplier for future works.

Yes / No:	Yes Definitely
Comments (Optional):	
<p>100%, from their cultural sensitivity to their extremely high standard of work, Tree Wise Men Ltd more than fulfilled their commitment.</p> <p>As the project manager and the asset manager, I felt confident throughout the project that all aspects were covered, and the best possible team were on the job.</p>	

KEY

	<p>ON TRACK</p>	<ul style="list-style-type: none"> ▪ On time/on budget ▪ Good working relationship ▪ Paperwork completed correctly ▪ No health and safety incidents ▪ Quality completion
	<p>ON TRACK WITH MINOR ISSUES</p>	<ul style="list-style-type: none"> ▪ Slight delays/ budget variance ▪ Good working relationship ▪ Paperwork completed mostly correctly ▪ No or minor health and safety incidents ▪ Quality completion, perhaps one or two minor re-works required
	<p><u>OFF TRACK</u></p>	<ul style="list-style-type: none"> ▪ Delay in completion / over budget ▪ Working relationship strained ▪ Paperwork incomplete and information missing ▪ Any major or notifiable health and safety incidents ▪ Completion quality not up to standard