

Ann Braithwaite

Ann.Braithwaite@mpi.govt.nz

8th April 2020

Project Support Agreement

Statement of Intent: Infracom and MPI

Dear Ann

The purpose of this letter is to outline the scope of Infracom's engagement with Ministry for Primary Industries (MPI) in relation to the Biosecurity New Zealand Plant Health and Environment Capability Programme. The attached schedule provide clarity on Infracom's involvement over the project's stages. This is not a legally binding document and is subject to review at any point.

Infracom has a duty to provide independent advice to its Ministers and Board in the performance of its functions, and that at times may mean that we brief our Minister and or Board on this project. We operate with a 'no surprises' approach and will provide the same information to MPI.

Infracom understands the sensitivity of the information you share with us. We will treat any information shared in relation to this project with care and make best endeavours to ensure it is safe and confidential.

Please be aware that we will include on our website that we are supporting this project and a high-level description of the nature of our involvement consistent with our Project Support Agreement schedule.

We look forward to working with MPI on this project through until Contractual and/or Financial Close, any further involvement would need to be discussed and agreed.

SIGNED on behalf of Infracom by:




Authorised Signatory

PETER MURRAY

Print Name

SIGNED on behalf of MPI by:



Authorised Signatory

Penny Nelson

Print Name

Project Support Agreement
Schedule of Services



Guiding Procurement Principles: Government Procurement Rules (RULE 64)

1. Agencies considering the procurement of infrastructure with a (total cost of ownership of more than \$50 million) must:
 - a. consult with Infracom early in the development of the project's business case
 - b. follow relevant published Infracom guidance
 - c. involve Infracom in the assessment of the project's business case and advice to Ministers
 - d. invite Infracom to participate in relevant project steering and working groups, and in the selection panels for all key advisor appointments in relation to the project, and structure contract, and consult with Infracom over any material proposed modifications.
 - e. use any standard form documentation developed t

On behalf of Agency

panels

Signed _____ Date 16-Apr-20

Infracom

Signed *Pat Guyan* Date 20/5/20

Note:
PPP ONLY Stages

Project Governance until Contract Terms of Reference	Estimate Commence
Project Secretariat (Steering)	mid April 2020
Governance Board Membership	Stage 3 and 4
Other	

Insert estimated dates of commencement

Stage 1

PRELIMINARY SERVICES

Infracom to Participate
Infracom to Organise
Infracom to Fund (board approval)
Infracom Project Governance

Ad Hoc Advisory	Gateway Review	Preliminary Feasibility	Market Engagement	Preliminary Delivery Model Assessment	Investment Logic Workshop	Reference Design / Public Sector Comparator
X			X		X	

Stage 2

APPOINTMENT OF PROJECT ADVISORS

Risk and Contingency Workshop	Business Case (Project or Instrument)	Commercial Advisors	Technical Advisors	Design Consultants	Probity Advisor	Specialist Advisors
	X		X	X		

Infracom to Participate
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 Infracom Project Governance

Stage 3

PROCUREMENT PROCESS

Transaction Manager	Develop EOI Documentation	EOI Evaluation	EOI Shortlisting and Debrief	Develop RFP Documentation	RFP Evaluation	RFP Preferred Tenderer Selection

Infracom to Participate
 Infracom to Organise
 Infracom to Fund (board approval)
 Infracom Project Governance

Stage 4 :

CONTRACTUAL AND FINANCIAL CLOSE

Preferred Tenderer Briefings	Debriefings	Final Negotiation	BAFO (if applicable)	Contractual Close	PPP ONLY : Swap Benchmark Advisor	PPP ONLY : FCAP

Infracom to Participate
 Infracom to Organise
 Infracom to Fund (board approval)
 Infracom Project Governance

Other Services

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Other Issues of Note

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