

Phil Gurnsey  
PHILIP.GURNSEY@nzdf.mil.nz>

22 April 2020

## Project Support Agreement

### Statement of Intent: Infracom and New Zealand Defence Force

Dear Phil

The purpose of this letter is to outline the scope of Infracom's engagement with the New Zealand Defence Force in relation to the Accommodation Messing and Dining Tranche 1 Project. The attached schedule provides 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 the New Zealand Defence Force.

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 the New Zealand Defence Force 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:

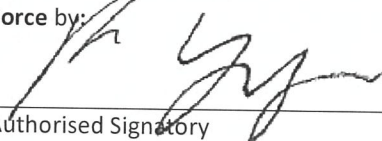


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Authorised Signatory

PETER MURRAY  
Print Name

SIGNED on behalf of New Zealand Defence  
Force by:



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Authorised Signatory

PHILIP GURNSEY

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
  - e. use any standard form documentation developed by Infracom as the basis for any infrastructure contract, and consult with Infracom over any material proposed modifications.

On behalf of Agency

Signed \_\_\_\_\_ Date 30/04/2020

Infracom

Signed *Steve Murray* Date 20/5/20

Note:  
PPP ONLY Stages

Project Governance until Contract	Estimate Commence
Terms of Reference	Complete
Project Secretariat (Steering)	Complete
Governance Board Membership	Complete
DBC governance approval	Q1 2021

Insert estimated dates of commencement

Stage 1						
PRELIMINARY SERVICES						
Ad Hoc Advisory	Gateway Review	Preliminary Feasibility	Market Engagement	Preliminary Delivery Model Assessment	Investment Logic Workshop	Reference Design / Public Sector Comparator
yes	yes (Treasury)	review	yes	review	(completed)	review
	(Treasury)					

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

**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
yes	none	none	none	none	none	none

Infracom to Participate  
 Infracom to Organise  
 Infracom to Fund (board approval)  
 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
review	review	yes	yes	review	yes	yes
	yes		yes	yes	yes	yes

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
yes	yes	yes	yes	yes	yes	yes
			yes	yes		

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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