



Terms of Reference

Quantity Surveyor, Te Tau Papa o Avarua Phase 1 Project (TTPA^{P1})

About this document

This document specifies the terms of reference for the services of a Quantity Surveyor to the Cook Islands Investment Corporation (CIIC) for the Te Tau Papa o Avarua Phase 1 Project (TTPA^{P1}). A Quantity Surveyor is required to guide construction budgets, designs and claim assessments within the TTPA^{P1} programme of works.

Background and purpose

The Te Tau Papa o Avarua Phase 1 Project Outputs include:

1. *Beautification of Avarua Town and Panama Reserve*
2. *Improved walk and cycle ways between Avarua Harbour and the Airport*
3. *Improved public toilets and recreational facilities in central Avarua and Panama*
4. *Restructured and future-proofed Punanga Nui Market*

CIIC is seeking a Quantity Surveyor on a full time, part-time or intermittent (casual) basis. with strong research and analytical skills, attention to detail and strong written and verbal communication, have sound understanding of NZS4202 New Zealand Standard method of measurement of building works or equivalent. Time management skills, innovation and strategic thinking, and problem solving is necessary.

Scope of Services

The scope of works will generally include one or a combination of:

- Preparation of cost reports and/or schedule of quantities
- Technical advice
- Design reviews and/or recommendations
- Value and buildability analysis
- Whole of life cost estimation
- Measure and value analysis (for contract payments)

Minimum qualifications/experience required

- Quantity Surveying Degree and 5 years related work experience OR
- Minimum 10 years experience in cost estimating based on NZS4202

Outputs

- As listed in the scope of services section above.

Timeframes

The following timeframe is proposed for these services:

Indicative Contract Term*	From April 2023 / 12 months
Standard work hours per week*	8am to 4pm Monday to Friday
Note: *Contract Term and Standard work hours per week are Negotiable	



Performance Standards

The Quantity Surveyor is expected to be knowledgeable in local construction and supply chain. Cook Islands based professional is preferred. The Quantity Surveyor will be expected to maintain professional standards in its conduct with objectivity and integrity and be available throughout the 12-month period.

All external consultations whether one-on-one or in group settings shall be conducted in a meaningful and engaging manner.

The Quantity Surveyor will draw on existing policies, research analysis and reports as appropriate to the assignment, including but not limited to the Cook Islands Building Code, relevant laws, regulations, standards and policies.

All sensitive information made available to the Quantity Surveyor in relation to the project shall be held in-confidence.