



When Transpower is your work, your mahi, Aotearoa is powered by you.

## Cost Engineer / Cost Estimator

Team and Division	Reports to	Location	Date
Cost Estimation, Tactical Engineering, Grid Development	Cost Engineering Manager	Wellington	24 May 2021

### OUR PURPOSE

Whakamana i te mauri hiko tū mai Aotearoa – Empowering the energy future for New Zealand

### TACTICAL ENGINEERING & ESTIMATION GROUP PURPOSE

Tactical Engineering and Estimation provides the engineering support and expertise to planning, investigations and project delivery functions within Grid Development. It ensures that Transpower's objectives are met through quality, cost-effective engineering design which is carried out by external Engineering Consultants.

The Cost Engineering team delivers an estimation service to support the scoping, investigation and delivery of our grid capital projects and volumetric maintenance works.

### COST ENGINEERING TEAM PURPOSE

The Cost Engineering Teams are responsible for the cost estimation process which the wider business use to produce cost estimates for capital and operational projects, regulatory control period (RCP) submissions and strategic investigations. The team are responsible for the tool (currently TEES) and the analysis of tenders & project outturn costs in order to improve the accuracy of cost estimates, the maintenance of TEES and to recommend changes to service provider contracts (including estimates) for allocated projects.

### ROLE PURPOSE

The Estimator will be Transpower's technical expert for cost estimation and enable accurate estimates for all capital projects. They will support continuous improvement activities to lift estimating practices, procedures and systems and align with industry best practice. They will analyse past projects and procurements, and known future changes, to improve the accuracy of estimates, support optioneering and maintain cost integrity of cost estimation tools and data sets. The adjustments and associated impacts are to be communicated with the key stakeholders and applied to the interfaced systems i.e. Transpower's estimating tool – and the financial management tool, FMIS).

The Estimator will support the team and champion cost estimation best practice with internal and external stakeholders. They will provide support and technical expertise to other members in the estimating team.

### KEY CUSTOMERS AND STAKEHOLDERS

#### Internal

- Cost Engineering team
- Grid Delivery
- Grid Development
- IST
- Finance
- Regulatory team

#### External

- Engineering Consultants
- Service Providers
- Civil Quantity Surveyor Panel

### WHAT YOU ARE EXPECTED TO DELIVER

#### Cost Estimation Systems and Processes

- Support the Cost Engineering Manager in:



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- Developing, maintaining and promoting an effective and efficient cost estimation service for all stakeholders
- Identifying areas for improvement and supporting initiatives to align with 'Best Practice' cost estimation frameworks
- Championing the cost estimating process amongst internal and external stakeholders

**Technical Expertise**

- Review and critique cost estimates prepared by business units across Transpower and from Engineering Consultants. Provide feedback on opportunities to support continuous improvement
- Ensure estimates created by others are in accordance with standard procedures & practices and meet agreed accuracy levels for various classes of estimates
- Provide training including estimating software training for new/existing users
- Support the development of others within the team by sharing learnings and experience

**Cost Data Integrity**

- Maintain and improve the cost database to capture and maintain historical cost data for use at the planning, evaluation and budgeting stage of the project lifecycle and meet expectations of key stakeholders including the Commerce Commission
- Review and improve feedback mechanisms to support continuous improvement of cost data
- Provide appropriate electronic tools, form letters, templates and schedules for tendering documents that will provide improved cost data and enable back costing.
- Support the Senior Estimator to carry out cost audits to monitor and maintain cost data integrity
- Support the Cost Engineering Manager in respond to senior management queries and present as necessary
- Prepare all monthly, ad hoc and stakeholder reporting as required

**Support Service Provider Works**

- Provide cost analysis support for the annual service provider reset and reprice
- Assist in the preparation of tender documents, provide pricing schedules, review bids and negotiate contracts and variations
- Review cost estimates against the engineering scope to validate estimates
- Review projects to ensure accuracy of cost estimation processes
- Liaise with Service Providers as necessary including sharing learnings for improving estimates

**Professional Benchmarking service and subject matter expertise**

- Review completed project costs, material procurement and adjust rates to reflect learnings
- Champion cost estimation good practice and Transpower's cost estimation framework within the wider business
- Provide pricing benchmarking service to compare costs when required by various teams across Transpower

**Manage Stakeholder Relationships**

- Work closely with stakeholders to understand their needs and deliver an efficient, effective cost estimation service
- Actively seek to identify issues or barriers and improve relationships and engagement with their key stakeholders
- Ensure alignment of potentially differing needs and expectations between customers, Transpower policy, and business objectives.

**Regulatory Compliance**

- Support the Cost Engineering Manager during Regulatory Control Period negotiations with the Commerce Commission; respond to queries and actively participate in discussions relating to all Estimating matters.
- Support Transpower's submission with appropriate data and cost analysis.



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- Support the Regulatory team by improving cost estimation in line with Commerce Commission expectations
- Actively identify and address any gaps in processes or systems
- Provide reports to the Cost Engineering Manager when required.

### **Positive Team Contribution**

- Consistently demonstrate Transpower's values and behaviours
- Encourage and support the immediate and wider team and divisions to deliver our strategic priorities
- Proactively identify and drive continuous business improvement.
- Seize on the job learning opportunities.
- Team up to build enterprise wide knowledge, cohesion and appreciation
- Be part of creating a culture of constructive feedback across all levels
- Perform other duties as required

### **Maintain Transpower's Health & Safety Culture**

- Knowledgeable about Transpower's Health and Safety policies and procedures
- Know how to apply Health and Safety principles to achieve a safe and positive working environment
- Take personal responsibility for one's own health and safety and that of other employees and relevant stakeholders
- Take appropriate action to deal with workplace hazards and incidents in ways that comply with Health and Safety policies, procedures, systems and best practice
- Strive for continual improvement in Health and Safety performance
- Positively contribute to delivering a safe, zero harm workplace

## **KNOWLEDGE, SKILLS, EXPERIENCE**

### **Essential**

- Proven cost engineering skills and experience
- Experience with proprietary costing applications such as Cost X, MII
- Proven leadership experience in the costing of asset construction, outsourced asset maintenance and development work
- Competence in the use of Microsoft Office business software applications
- Strong investigative skills
- Demonstrable skills in building and maintaining good management relationships and networks

### **Desirable**

- Previous experience in the costing of high voltage transmission infrastructure projects
- A general understanding of the nature and design of the electricity industry's core business processes
- Experience in contractual negotiation and management

## **EDUCATION/QUALIFICATIONS**

### **Essential**

- Professional qualification in Cost Engineering or Quantity Surveying

### **Desirable**

- A relevant degree in Engineering, Science or Quantity Surveying

## **LIVING OUR BEHAVIOURS**

The behaviours we exhibit at Transpower have a direct impact on our ability to achieve our goals. As with all roles at Transpower, you'll live and breathe our Behaviours. Our behaviours are that when we work with each other, our customers, communities and the land we are **Nimble and Considered, Inclusive and Decisive, Courageous and Caring** to keep the lights on, and empower our energy future, for New Zealand