



## ***TENDER RECOMMENDATION REPORT***

**TO:** CHIEF EXECUTIVE OFFICER

**CC:** MANAGER PARKS AND CONSERVATION MANAGEMENT

**FROM:** ACTING DIRECTOR ASSETS

**FILE REF:** 19/468044

**DATE:** 16 December 2019

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### **TENDER 19210 – Supply, Installation and Maintenance of Electrical Irrigation Infrastructure**

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#### **Issue**

To consider Tender No:19210 for The Supply, Installation and Maintenance of Electrical Irrigation Infrastructure within the City of Wanneroo over a period of three (3) years with two (2) one (1) year or part thereof, options to extend at the City's discretion.

#### **Background**

The Supply, Installation and Maintenance of Electrical Irrigation Infrastructure throughout the City of Wanneroo has previously been undertaken through Contract 01455. The Contract commenced on 01 January 2014. Two options of one (1) year extensions have been approved. The current contract will expire on 1 January 2020.

#### **Detail**

Tender 19210 for the Supply, Installation and Maintenance of Electrical Irrigation Infrastructure was advertised on Saturday 12 October 2019 and closed on Tuesday 5 November 2019. No addenda were issued.

Essential details of the proposed contract are as follows:

<b>Item</b>	<b>Detail</b>
Contract Form	Goods and Services
Contract Type	Schedule of Rates
Contract Duration	Three (3) years
Commencement Date	02 January 2020
Expiry Date	02 January 2023
Extension Permitted	Yes, two (2) periods of one (1) year
Rise and Fall	No

Tender submissions were received from the following:

- Triton Electrical Contractors Pty Ltd (Triton Electrical)

The Tender Evaluation panel comprised:

- Coordinator – Parks Technical
- Project Officer – Irrigation
- Technical Officer – Turf and Irrigation
- Maintenance Engineer – Engineering Maintenance
- Coordinator Safety Systems and Injury Management

### **Probity Oversight**

Oversight to the tender assessment process was undertaken by the City's Contracts Officer and an external probity officer from William Buck Consulting (WA) Pty Ltd. The Probity Report is included as a Confidential Attachment.

Tender submissions were evaluated in accordance with the Procurement and Evaluation Plan (**PEP**) which included the following selection criteria:

<b>Item No</b>	<b>Description</b>	<b>Weighting</b>
1	Demonstrated experience installing and maintaining commercial electrical irrigation infrastructure	35%
2	Demonstrated available resources to complete works in timeframes set by the City	35%
3	OH & S	30%
4	Price (assessed under Value for Money)	Not Weighted

It should be noted that this Request for Tender was issued prior to the deployment of the City's updated Purchasing Policy. Sustainable procurement criteria were non-weighted.

Pricing is not included in the qualitative criteria and is considered as part of the overall value for money assessment. The minimum acceptable baseline for Qualitative Criteria is set at 50% with acceptable minimum scores required for each qualitative criterion.

### **Evaluation Criteria 1 - Demonstrated experience installing and maintaining commercial electrical irrigation infrastructure (35%)**

The tenderer's relevant experience in demonstrating the achievement of meeting client expectations as presented in their tender submission were assessed in order to evaluate their capability to meet the requirements of the contract. Assessment of this criterion considered the tendering entity's credentials to fulfil the requirements of the contract.

Triton met the City's requirements for this criterion.

### **Evaluation Criteria 2 - Demonstrated available resources to complete works in timeframes set by the City (35%)**

The tenderer's resources as presented in their tender submission were assessed in order to evaluate their capacity to meet the requirements of the contract. Assessment of this criterion considered the tenderer's staff resources, vehicles, plant/equipment and workshop support to manage the contract.

Triton met the City's requirements for this criterion.

### **Evaluation Criteria 3 - Tenderer's Safety Management Systems (30%)**

Evidence of safety and quality management policies and practices was assessed from the tender submissions. The assessment for safety management was based on the tenderers' responses to an Occupational Health and Safety Management System Questionnaire included within the tender documentation.

Triton met the City's requirements for this criterion.

### **Overall Qualitative Weighted Assessment and Ranking**

The Tender submission was reviewed in accordance with the Procurement and Evaluation Plan with the following key observations:

The Tender submission from Triton Electrical met the minimum requirements for all qualitative criteria. Triton demonstrated that they have extensive experience installing and maintaining commercial electrical irrigation infrastructure. They demonstrated that they have the resources and OH&S policies and practices to enable them to complete the required scope of work safely and in a timely manner.

Triton is the City's current Contractor and has proven to be reliable, responsive to deadlines and have communicated with City staff as required with all work completed with no incidents or injury recorded.

### **Evaluation Criteria 4 - Pricing (not weighted)**

The price evaluation criterion is assessed on a pricing matrix based on previous works completed and estimates of upcoming works over a 12 month period. Refer to the Confidential Attachment for the overall price assessment.

### **Value for Money Assessment**

As the only pricing submitted was that of Triton Electrical, a price comparison was undertaken on Triton Electricals' supplied pricing and the pricing previously supplied for comparable items in the current contract. The pricing supplied is considered comparable with minimal price rises and a reduction in labour costs. A copy of the Pricing Matrix is available in the Confidential Attachment.

### **Overall Assessment and Comment**

The tender submission from Triton Electrical satisfied the overall value for money assessment in accordance with the assessment criteria and weightings as detailed in the Procurement and Evaluation Plan and is therefore recommended as the successful tenderer.

### **Consultation**

Nil

### Statutory Compliance

Tenders were invited in accordance with the requirements of Section 3.57 of the *Local Government Act 1995*. The tendering procedures and evaluation complied with the requirements of Part 4 of the *Local Government (Functions and General) Regulations 1996*.

### Strategic Implications

The proposal aligns with the following objective with the Strategic Community Plan 2017 – 2027:

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- “3. Environment – Built Environment
  - 3.2 – Enhanced Environment
  - 3.4 – Activated Places

### Enterprise Risk Management Considerations

Risk Title	Risk Rating
CO-001 Relationship Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy & Performance	Manage
Risk Title	Risk Rating
CO-008 Contract Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy & Performance	Manage
Risk Title	Risk Rating
CO-013 Workplace Health and Safety	Moderate
Accountability	Action Planning Option
Director Corporate Strategy & Performance	Manage
Risk Title	Risk Rating
CO-022 Environmental Factors	Moderate
Accountability	Action Planning Option
Director Corporate Strategy & Performance	Manage
Risk Title	Risk Rating
IN-029 Asset Maintenance	Low
Accountability	Action Planning Option
Director Assets	Manage

### Financial and Performance Risk

#### Financial Risk

A financial risk assessment was undertaken as part of the tender evaluation process and the City is satisfied of their financial capacity to meet the requirements of the contract.

#### Performance Risk

Triton Electrical has held the current COW Contract 01455 for the Supply, Installation and Maintenance of Electrical Irrigation Infrastructure for the past five (5) years which includes two (2) contract extensions in line with the original Contract.

### **Social and Environmental Considerations**

Sustainable procurement that demonstrates high levels of corporate social responsibility, though not a weighted scored consideration, was nonetheless appraised. Triton Electrical advised that they hold environmental management system certification. The sourced products are obtained from manufacturers that advocate for environmental sustainability. Evidence was provided to support these claims.

### **Broader Economic Impact Implications for the City of Wanneroo**

Triton Electrical is based in the City of Joondalup with a number of staff being residents of the City of Wanneroo. Triton Electricals' nominated subcontractor is based in the City of Wanneroo.

### **Policy Implications**

Tenders were invited in accordance with the requirements of the City's Purchasing Policy.

### **Financial (Budget) Implications**

The costs associated with the maintenance aspects of this Tender are included in the 2019/20 and future operational budgets. The supply and installation of new infrastructure will be funded from the Parks Maintenance Operational budget and PR-1661 Irrigation Infrastructure Replacement Program. Costs under the contract are expected to be in the order of \$450k per annum.

### Recommendation

That the Chief Executive Officer, in accordance with Delegation 1.1.14 - Choice of Most Advantageous Tender of the Delegated Authority Register for the awarding of tenders ACCEPTS the tender submitted by Triton Electrical Contractors Pty Ltd for Tender 19210 for the Supply, Installation and Maintenance of Electrical Irrigation Infrastructure as per the schedule of rates in the tender submission, for a period of three (3) years with two (2), twelve (12) month options to extend.

### SUBMITTED BY COORDINATOR PARKS TECHNICAL

  
SIGNATURE

16/12/2019  
DATE

### REVIEWED BY MANAGER CONTRACTS & PROCUREMENT

  
SIGNATURE


16/12/19  
DATE

### ENDORSED BY MANAGER PARKS & CONSERVATION

  
SIGNATURE

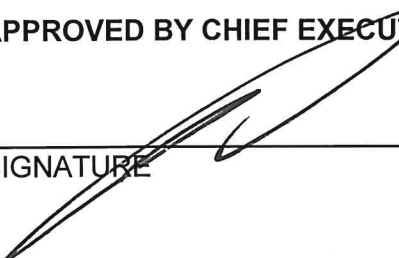
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### RECOMMENDED BY ACTING DIRECTOR ASSETS

  
SIGNATURE

17/12/19  
DATE

### APPROVED BY CHIEF EXECUTIVE OFFICER

  
SIGNATURE

20.12.19  
DATE