

TENDER RECOMMENDATION REPORT

TO: CHIEF EXECUTIVE OFFICER

CC: COORDINATOR PARKS TECHNICAL

FROM: DIRECTOR ASSETS

FILE REF: 22/370895

DATE: 18 OCTOBER 2022

TENDER NO 22094 FOR THE PROVISION OF THE SUPPLY AND APPLICATION OF PESTICIDES

Issue

To consider Tender No 22094 for the Provision of the Supply and Application of Pesticides.

Background

The supply and application of pesticides in turf was undertaken by Turfcare WA under previous WALGA short form Contract 19094. This Contract commenced on 11 October 2019 for an initial period of two years with a one (1) year extension executed expiring on 10 October 2022.

Detail

Tender No 22094 for the Provision of the Supply and Application of Pesticides was advertised on 06 July 2022 and closed on 02 August 2022.

One addenda was issued extending the initial advertising period by seven (7) days.

Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Good and Services
Contract Type	Schedule of rates
Contract Duration	Three (3) years
Commencement Date	October 2022
Expiry Date	October 2025
Extension Permitted	Two (2) x One (1) year extension or part thereof

At the close of tenders, two tender submissions were received from the following companies:

Legal Name	Trading Name	Abbreviation
Environmental Industries Pty Ltd	Environmental Industries	EI
Turfcare WA Pty Ltd	Turfcare WA	Turfcare

Tender No 22094 for the Provision of the Supply and Application of Pesticides

The Tender Evaluation Panel (TEP) comprised:

- Coordinator Parks Technical – Parks and Conservation Management (Chair)
- Project Officer Irrigation - Parks and Conservation Management
- Technical Officer Building Maintenance - Asset Maintenance
- Coordinator Safety Systems - Safety and Injury Management (Safety Criteria Only)

Probity Oversight

Oversight to the tender assessment process was undertaken by William Buck Consulting (WA) Pty Ltd and the City's Contracts Officer.

The Tender submission assessment was in accordance with the Procurement and Evaluation Plan (PEP), which included the following selection criteria:

Item No.	Criteria	Weighting
1	Sustainable (Corporate Social Responsibility) Procurement a. Environmental Considerations 5% b. Buy Local 10% c. Reconciliation Action Plan 2.5% d. Disability Access & Inclusion 2.5%	20%
2	*Work Health and Safety (WHS) demonstrated working documents	25%
3	* Demonstrated capacity to undertake a large amount of pesticide spraying in peak periods and in timeframes specified	25%
4	*Demonstrated experience in undertaking pesticide application services to both passive and active public open space areas in line with the requirements of the specifications and any state and federal legislation	30%

All tenderers must achieve a minimum acceptable score (as determined by the City) for each of the qualitative criteria detailed above (*) in order to be considered for further evaluation.

Pricing is not included in the qualitative criteria and is considered as part of the overall value for money assessment.

Both tenders were accepted on the basis that they were compliant and worthy of inclusion in the tender evaluation process.

Evaluation Criterion 1 – Sustainable Procurement (20%)

Evidence of Sustainable (Corporate Social Responsibility) Procurement was assessed based on the Tenderer’s responses provided to the Questionnaires within Schedules 3A, 3B, 3C and 3D which formed part of the tender documentation.

Sub Criterion 1a) Environmental Considerations (5%)

The City is committed to procuring goods and services that provide positive environmental, social and economic impacts over the entire life cycle of a product or service. Respondents are encouraged to provide credentials of any environmental claims of the goods and/or services submitted in this tender.

Tenderers provided adequate details of their environmental considerations within Schedule 3A, with the following ranking:

Tenderer	Ranking
EI	1
Turfcare	2

Sub Criterion 1b) Buy Local (10%)

An assessment was made based on the response provided, detailing the following information:

- Location of tenderer’s offices and workshops;
- Residential addresses of staff and company addresses of subcontractors;
- Purchasing arrangements through local businesses;
- Requirement for new employees arising from award of the contract.

Tenderers provided details of their “Buy Local” considerations within Schedule 3A, with the following ranking:

Tenderer	Ranking
EI	1
Turfcare	2

Sub Criterion 1c) Reconciliation Action Plan (RAP) (2.5%)

An assessment was made to determine the ranking based on the responses provided that relate to:

- RELATIONSHIPS - building positive relationships between indigenous and non-indigenous people;
- RESPECT – recognising the contribution of Indigenous people to Australia and learning more about the history, culture and diversity in a two-way communication process;
- OPPORTUNITIES – attracting, developing and retaining organisational talent to build opportunities for aboriginal employment, training, and development and mentoring.

Tenderers provided information specifying differing levels of actions in relation to indigenous reconciliation action with assessment resulting in the following ranking:

Tenderer	Ranking
EI	1
Turfcare	2

Sub Criterion 1d) Access & Inclusion Plan (AIP) (2.5%)

An assessment was made to determine the ranking based on the responses provided that relate to:

- People with disabilities having the same buildings and facilities access opportunities as other people;
- People with disabilities receiving information in a format that will enable them to access information as readily as other people are able to access it;
- People with disabilities receiving the same level and quality of service from staff as other people receive;
- People with disabilities having the same opportunities as other people to make complaints;
- People with disabilities having the same opportunities as other people to participate in any employment opportunities.

Tenderers provided information specifying considerations for access and inclusion provisions with assessment resulting in the following ranking:

Tenderer	Ranking
Turfcare	1
EI	2

Overall Sustainable Procurement Ranking Summary

The overall assessment of the Sustainable Procurement criteria has resulted in the following overall ranking:

Tenderer	Ranking
EI	1
Turfcare	2

Evaluation Criterion 2 – WHS Working Documentation (25%)

Evidence of WHS management policies and practices was assessed from the tender submissions. The assessment for safety management was based on the tenderer's responses to a specific Questionnaire included within the tender documentation.

Tenderers provided details of their safety management systems with the following ranking:

Tenderer	Ranking
EI	1
Turfcare	1

Evaluation Criterion 3 – Tenderer's Demonstrated capacity (25%)

The tenderer's methodology, 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. The assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
Turfcare	1
EI	2

Evaluation Criterion 4 – Tenderer’s demonstrated experience in undertaking pesticide application services (30%)

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.

The assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
Turfcare	1
EI	2

Overall Qualitative Criteria Weighted Assessment and Ranking

Tenderer’s submissions were reviewed in accordance with the Procurement and Evaluation Plan. The overall assessment of qualitative weighted criteria resulted in the following ranking:

Tenderer	Ranking
Turfcare	1
EI	2

Pricing for the Goods/Services/Works Offered

An assessment was made to determine the ranking based on the schedule of rates for the initial one (1) year contract term as provided with the tender documentation. As pricing for years two (2) and three (3) were based on CPI for both tenderers they were not included within the price evaluation

Based on the information provided, tenderers are ranked as follows:

Tenderer	Ranking
EI	1
Turfcarewa	2

Value for Money Assessment

Relative Value for Money Assessment

The combined assessment of Price vs Overall Qualitative scores undertaken on a relative value for money basis, resulted in the following tenderer ranking:

Tenderer	Ranking
EI	1
Turfcare	2

Overall Assessment and Comment

The tender submission from Environmental Industries satisfied the overall value for money assessment, in accordance with the assessment criteria and weightings as detailed in the Procurement and Evaluation Plan and recommends as the successful tenderer.

Consultation

Not applicable

Strategic Implications

The proposal aligns with the following objective with the Strategic Community Plan 2021 - 2031:

“5 – A well-planned, safe and resilient City that is easy to travel around and provides a connection between people and places.

5.3 – Manage and maintain assets”

Enterprise Risk Management Considerations

Risk Title	Risk Rating
CO-001 Relationship Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage
Risk Title	Risk Rating
CO-008 Contract Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage
Risk Title	Risk Rating
CO-011 People Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage
Risk Title	Risk Rating
CO-017 Financial Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage
Risk Title	Risk Rating
CO-020 Productive Communities	Moderate
Accountability	Action Planning Option
Director Community and Place	Manage
Risk Title	Risk Rating
CO-022 Environmental Management	Moderate
Accountability	Action Planning Option
Director Planning and Sustainability	Manage
Risk Title	Risk Rating
CO-023 Safety of Community	Moderate
Accountability	Action Planning Option
Director Community and Place	Manage

Financial and Performance Risk

Financial Risk

A financial risk assessment was undertaken with the outcome of this independent assessment advising that Environmental Industries has been assessed with a ‘strong’ financial capacity to meet the requirements of the contract. All payments are made on satisfactory provision of the services.

Performance Risk

Environmental Industries holds a number of maintenance contracts for local, state government and agencies. Independent reference checks confirm that the recommended tenderer is able to meet the requirements of the tender.

Tender No 22094 for the Provision of the Supply and Application of Pesticides

Policy Implications

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

Financial (Budget) Implications

The costs associated with the provision of the Supply and Application of Pesticides are included in the Annual Parks and Conservation Management Operational Budget

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 AWARDS the tender submitted by ENVIRONMENTAL INDUSTRIES for Tender No 22094 for the PROVISION OF THE SUPPLY AND APPLICATION OF PESTICIDES for an initial term of 3 years with options to extend for a further two, twelve month terms (or part thereof) at the City's discretion and as per the schedule of rates in the tender submission.