

TENDER RECOMMENDATION REPORT

TO: CHIEF EXECUTIVE OFFICER

CC: MANAGER INFRASTRUCTURE CAPITAL WORKS
SENIOR PROJECT MANAGER, ICW

FROM: ACTING DIRECTOR ASSETS

FILE REF: 38416: 22/387555[V2]

DATE: 20 December 2022

**TENDER 22109: PROVISION OF CONSULTANCY SERVICES FOR DESIGN AND
CONTRACT ADMINISTRATION OF THE NEW WANNEROO ANIMAL CARE
CENTRE BUILDING, ASHBY**

Issue

To consider the decline of Tender No: 22109 for the provision of consultancy services for design and contract administration of the new Wanneroo Animal Care Centre (WACC) building in Ashby.

Background

A preliminary concept design was undertaken for the new WACC facility in 2021. The concept design was presented at the 7 July 2021 Executive Leadership Meeting (ELM) along with a report requesting ELM approval to proceed with the detailed design phase of the project. ELM accepted this request and recommended to proceed with the detailed design phase. Further to the ELM recommendation, a Request for Tender was advertised to appoint a suitably qualified and experienced consultancy to carry out detailed design and contract administration services for the new Wanneroo Animal Care Centre (WACC) which is to be located within the Ashby Operations Centre.

The contract includes the delivery of design services in 2022/23 and contract administration services during the construction phase in 2023/24 and 2024/25. The project is listed in the Capital Works program in 2022/23, 2023/24 & 2024/25.

Detail

Tender 22109 for the provision of consulting services for design and contract administration of the new Wanneroo Animal Care Centre Building, Ashby was advertised on 13 August 2022 and closed on 9 September 2022. Two addenda were issued responding to bidder queries and to extend the tender closing date.

Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Consultancy Services Contract
Contract Type	Lump Sum
Contract Duration	3 years (1 year of design, 2 years of contract admin during construction)
Commencement Date	2022

Item	Detail
Expiry Date	2025
Extension Permitted	Nil

At close of Tenders, a sole Tender submission was received from:

Legal Name	Trading Name	Abbreviation
Artem Design Studio Pty Ltd	Artem Architecture	Artem

Probity Oversight

Oversight to the tender assessment process was undertaken by the City's Contracts Officer.

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

Item No	Description	Weighting
1	Sustainable (Corporate Social Responsibility) Procurement a. Environmental Considerations 10% b. Buy Local 10% c. Reconciliation Action Plan 2.5% d. Disability Access and Inclusion 2.5%	25%
2	*Organisational & Key Personnel Experience	35%
3	*Methodology, Resources and Capacity	30%
4	* WHS Demonstrated Working Documents	10%

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

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.

The tender submission received was a conforming offer and progressed for further evaluation.

Overall Assessment and Comment

The Tender Evaluation Panel considered the submission from Artem Design Studio as not meeting the City's requirements for a revised scope including a modular design solution.

The Tender Evaluation Panel therefore proposes the bid from Artem Design Studio to be declined.

Consultation

Consultation using the preliminary concept design has been undertaken with City's internal stakeholders. Community consultation and consultation with external stakeholders will be undertaken during the design phase.

22109 Provision of Consultancy Services For Design And Contract Administration of The New Wanneroo Animal Care Centre Building, Ashby

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*.

Policy Implications

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

Recommendation:

That the Chief Executive Officer, in accordance with Delegation 1.1.13 - Choice of Most Advantageous Tender of the Delegated Authority Register for the awarding of tenders DECLINES the tender submitted by Artem Design Studio Pty Ltd for Tender 22109, for the Provision of Consultancy Services for Detailed Design and Contract Administration of the New Wanneroo Animal Care Centre building in Ashby.