

## **TENDER RECOMMENDATION REPORT**

**TO:** ACTING CHIEF EXECUTIVE OFFICER

**CC:** ACTING MANAGER INFRASTRUCTURE CAPITAL WORKS  
PROJECT MANAGER, ICW

**FROM:** ACTING DIRECTOR ASSETS

**FILE REF:** 44366: 23/132704

**DATE:** 18 APRIL 2023

---

**TENDER 22166: PROVISION OF MINOR WORKS FOR SUPPLY, INSTALLATION  
& COMMISSIONING OF FLOODLIGHTING AT SPLENDID PARK, YANCHEP**

---

### **Issue**

To consider Tender No: 22166 for the provision of minor works for supply, installation & commissioning of floodlighting at Splendid Park, Yanchep.

### **Background**

Splendid Park (The Park) is located on Splendid Avenue, Yanchep. The Park has an overall land area of 12.8 hectares, classifying it as a District Park. The Park is Crown Land vested to the City of Wanneroo for the purpose of public recreation.

In September 2020, Council endorsed a revised Sport Floodlighting Policy. One of the key outcomes of this revision was the change to increase the minimum provision to 100 lux. The project to design and construct 100 lux lighting upgrades to the current 50 Lux sports floodlighting. The upgrade will meet Australian Standards AS2560 Sports Floodlighting- Large Ball Sports (Football all codes) and will provide the opportunity for night match play for both AFL and Soccer to be hosted at the venue.

The Park is used for more than sporting events, with larger community events held at the venue on a casual basis. As such, it is likely the upgraded floodlighting will provide additional benefits to the community beyond those of a sporting nature.

The upgrade will be funded through a combination of the Department of Local Government, Sport & Cultural Industries Club Night Lights Program, and through the Federal Government's Local Roads and Community Infrastructure Program.

### **Detail**

Tender 22166 for the provision of minor works for supply, installation & commissioning of floodlighting at Splendid Park, Yanchep was advertised on 9 November 2022 and closed on 6 December 2022. Three addenda were issued, addressing minor corrections. In addition, a non-mandatory site meeting at the Park was held on Thursday the 17<sup>th</sup> November 2022.

Essential details of the proposed contract are as follows:

22166 Provision of minor works for supply, installation & commissioning of floodlighting at Splendid Park, Yanchep

Item	Detail
Contract Form	Minor Works Contract
Contract Type	Fixed Lump Sum
Contract Duration	19 months (including 12 months Defects Liability Period)
Commencement Date	May 2023
Expiry Date	December 2024 (inclusive of DLP)
Extension Permitted	Nil

Tender submissions were received from the following companies:

Legal Name	Trading Name	Abbreviation
FSC ION Group Pty Ltd	FSC ION Group	FSC ION Group
Stiles Electrical & Communication Services Pty Ltd	Stiles Electrical & Communication Services	Stiles Electrical

### 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	*Work Health & Safety (WHS)	25%
3	*Organisational & Key Personnel Experience	25%
4	*Methodology & Meeting Project Timeline	25%
	<b>TOTAL</b>	<b>100%</b>

All tenderers must achieve a minimum acceptable score (as determined by the City) for each of the qualitative criteria detailed above (\*) 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 received were deemed to be conforming and were included in the evaluation process.

### Evaluation Criteria 1 – Sustainable Procurement (25%)

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 Criteria a) Environmental Considerations (10%)**

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

<b>Tenderer</b>	<b>Ranking</b>
FSC ION Group	1
Stiles Electrical	2

**Sub Criteria b) 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 3B, with the following ranking:

<b>Tenderer</b>	<b>Ranking</b>
Stiles Electrical	1
FSC ION Group	2

**Sub Criteria c) 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:

<b>Tenderer</b>	<b>Ranking</b>
FSC ION Group	1
Stiles Electrical	2

**Sub Criteria d) 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.

22166 Provision of minor works for supply, installation & commissioning of floodlighting at Splendid Park, Yanchep

- 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:

<b>Tenderer</b>	<b>Ranking</b>
FSC ION Group	1
Stiles Electrical	1

### **Overall Sustainable Procurement Ranking Summary**

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

<b>Tenderer</b>	<b>Ranking</b>
Stiles Electrical	1
FSC ION Group	2

### **Evaluation Criteria 2 - Work health & safety (WHS) working documents (25%)**

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

All tenderers provided details of their safety management systems with the following tenderer ranking:

<b>Tenderer</b>	<b>Ranking</b>
FSC ION Group	1
Stiles Electrical	2

### **Evaluation Criteria 3 - Tenderer's organisational and key personnel experience (25%)**

The tenderer's relevant organisational experience and the experience of proposed key personnel in demonstrating the achievement of meeting client expectations, as presented in their tender submission, were assessed to evaluate their capability to meet the requirements of the contract.

Based on the response provided by the tenderers, the assessment of this criterion has resulted in the following ranking:

<b>Tenderer</b>	<b>Ranking</b>
Stiles Electrical	1
FSC ION Group	2

#### **Evaluation Criteria 4 - Tenderer's methodology, and capacity to meet project timeline (25%)**

The tenderers demonstrated methodology and timeframe, presented in their tender submissions were assessed to evaluate their understanding of the requirements of the tender documentation and their proposed resourcing to manage the contract. Assessment of this criterion therefore considered the tenderer's proposed services, allocation or resources, proposed timeframe, and methodology statement in relation to how the work will be undertaken.

Based on the response provided by the tenderers, the assessment of this criterion has resulted in the following ranking:

<b>Tenderer</b>	<b>Ranking</b>
Stiles Electrical	1
FSC ION Group	2

#### **Overall Qualitative 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:

<b>Tenderer</b>	<b>Ranking</b>
Stiles Electrical	1
FSC ION Group	2

#### **Pricing for the Goods/Services/Works Offered**

An assessment was made to determine the ranking based on the tendered lump sum price submitted.

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

<b>Tenderer</b>	<b>Ranking</b>
FSC ION Group	1
Stiles Electrical	2

#### **Relative Value for Money Assessment**

The combined assessment of Price vs Qualitative Scores resulted in the following tenderer ranking:

<b>Tenderer</b>	<b>Ranking</b>
FSC ION Group	1
Stiles Electrical	2

#### **Overall Assessment and Comment**

The Tender Evaluation Panel recommend FSC ION Group as the successful tenderer. The Confidential Attachment to this Memo provides further detail to support this recommendation.

22166 Provision of minor works for supply, installation & commissioning of floodlighting at Splendid Park, Yanchep

### 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. No objections were received from the community to upgrade Sports Floodlighting at Splendid Park.

During the public comment period, the City received only six responses regarding Splendid Park. Two out of the six responses noted an issue with the location of proposed lighting pole near the jump pit on the AFL oval. This issue has been addressed with the City's Infrastructure Capital Works service unit and the design consultant has amended the concept plan accordingly.

### 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 2021-2031:

*"Goal 5: A well-planned, safe and resilient City that is easy to travel around and provides a connection between people and places*

*Priority 5.1 Develop to meet current need and future growth*

### Risk Appetite Statement

In pursuit of strategic objectives goal 5, we will accept a Medium level of risk, extended to High in the area of Community/ Reputation & Financial/Commercial impacts.

### Enterprise Risk Management Considerations

Risk Title	Risk Rating
CO-O20 Productive Communities	Moderate
Accountability	Action Planning Option
Director Community and Place	Manage

Risk Title	Risk Rating
CO-O23 Safety of Community	Low
Accountability	Action Planning Option
Director Community and Place	Manage

22166 Provision of minor works for supply, installation & commissioning of floodlighting at Splendid Park, Yanchep

**Financial and Performance Risk**

Financial Risk

An independent financial assessment was undertaken on the financial position of FSC ION Group that satisfied the City's financial risk assessment requirements. Additionally, the successful contractor is required to provide unconditional bank guarantees to cover the construction and defect liability periods of the contract.

Financial risk is further mitigated by the contract conditions which provide for payment to be made only after satisfactory completion of services.

Performance Risk

FSC ION Group has provided ongoing support for the installation and maintenance of electrical infrastructure within the mining, rail, communications and industrial sectors.

FSC ION further demonstrated their capability to deliver a project of this size with several professional references.

**Policy Implications**

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

**Financial (Budget) Implications**

PR-4373 PMO 22006 Splendid Park Upgrade Sports Floodlighting		
Description	Expenditure	Budget
<b>Budget:</b>		
Local Roads, Community and Infrastructure Program (LRCIP Phase 3)		\$470,000
Community Sporting and Recreation Facilities Fund (CSRFF)		\$168,409
<b>Expenditure:</b>		
Project Management Fees	\$15,000	
Professional and Other Fees	\$6,500	
RFT 22166 Splendid Park Floodlighting Upgrade	\$495,629.80	
Construction Contingency	\$25,000	
<b>Total Expenditure</b>	<b>\$542,129.80</b>	
<b>Total Funding</b>		<b>\$638,409</b>
<b>Funding Provision required in 2022/2023</b>		<b>\$638,409</b>

The price submission by FSC ION Group for the provision of minor works for supply, installation & commissioning of floodlighting at Splendid Park, Yanchep is within the listed capital works project budget for 2022/23.

22166 Provision of minor works for supply, installation & commissioning of floodlighting at Splendid Park, Yanchep

**Recommendation:**

**That the Acting 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 ACCEPTS the tender submitted by FSC ION Group for Tender 22166, for the supply, installation & commissioning of floodlighting at Splendid Park, Yanchep, as per Fixed Lump Sum price of \$ 495,629.80.**