

TENDER RECOMMENDATION REPORT

TO: ACTING CHIEF EXECUTIVE OFFICER

CC: ACTING MANAGER ASSET MAINTENANCE

FROM: ACTING DIRECTOR ASSETS

FILE REF: 45976: 23/54986

DATE: 5 April 2023

**TENDER 23017: CLEANING & CCTV INSPECTION OF STORMWATER
POLLUTANT TRAPS AND OTHER DRAINAGE INFRASTRUCTURE**

Issue

To consider Tender No: 23017 for the Cleaning & CCTV Inspection of Stormwater Pollutant Traps and Other Drainage Infrastructure.

Background

The contract for the Cleaning of Stormwater Pollutant Traps and Other Drainage Infrastructures was introduced in 2011. Its primary purpose is to ensure a free-flowing drainage system resulting in flood prevention across the City through preventative scheduled programs.

Contract 01460 included the hire of CCTV inspections and reporting of drainage infrastructure. The initial inclusion of CCTV under the schedule was to show photographic evidence of drainage cleans, however over the years it has grown to be used as a method of capturing data to monitor the condition of drainage infrastructure.

In 2018, a further change included the hire of a CCTV Crawler camera, which allowed a detailed capture of the condition of the City's drainage infrastructure without the requirement of confined space and a non-destructive solution. The City has since begun utilising this to inspect new drainage infrastructure prior to handover from developers to the City.

Detail

Tender 23017 for the Cleaning & CCTV Inspection of Stormwater Pollutant Traps and Other Drainage Infrastructure was advertised on 11 January 2023 and closed on 25 January 2023. Two Addenda were issued in response to Tenderers queries.

Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Goods & Services
Contract Type	Schedule of Rates
Contract Duration	1 Year
Commencement Date	April 2023
Expiry Date	April 2024
Extension Permitted	Yes, 1 period of 12 months

Tender submissions were received from the following companies:

Legal Name	Abbreviation
Cleanaway Industrial Solutions Pty Ltd	Cleanaway
Drainflow Services Pty Ltd	Drainflow Services
Veolia Water Operations PTY LTD TA Allpipe	Allpipe

All submissions were deemed conforming.

Probity Oversight

Oversight to the tender assessment process was undertaken by an external Probity Advisor (William Buck Consulting (WA) Pty Ltd) and the City's Contracts Officer. (see HPE 23/141354 for probity report).

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 5% b. Buy Local 10% c. Reconciliation Action Plan 2.5% Disability Access and Inclusion 2.5%	20%
2	*Work Health & Safety (WHS)	20%
3	*Demonstrated Experience	30%
4	*Availability of Resources and Capacity to meet timeframes	30%

All tenderers must meet the City's minimum requirements (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.

Evaluation Criteria 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 Criteria a) 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.

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

Tenderer	Ranking
Drainflow Services	1
Allpipe	2
Cleanaway	3

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:

Tenderer	Ranking
Cleanaway	1
Allpipe	2
Drainflow Services	3

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:

Tenderer	Ranking
Drainflow Services	1
Allpipe	1
Cleanaway	1

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;

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- 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
Allpipe	1
Drainflow Services	2
Cleanaway	2

Overall Sustainable Procurement Ranking Summary

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

Tenderer	Ranking
Cleanaway	1
Allpipe	2
Drainflow Services	3

Evaluation Criteria 2 - Tenderer’s Safety Management Systems (20%)

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
Allpipe	1
Cleanaway	2
Drainflow Services	3

Evaluation Criteria 3 - Tenderer’s relevant experience with achievement of meeting client expectations (30%)

The tenderer’s relevant experience 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. 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
Drainflow Services	1
Allpipe	2
*Cleanaway	3

*Cleanaway did not meet the City’s minimum requirements for this criterion.

Evaluation Criteria 4 - Tenderer's resources and capacity to meet the requirements of the Contract (30%)

The tenderer's resources as presented in their tender submission were assessed 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
Drainflow Services	1
Allpipe	2
*Cleanaway	3

*Cleanaway did not meet the City's minimum requirements for this criterion.

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:

Tenderer	Ranking
Allpipe	1
Drainflow Services	2
*Cleanaway	3

*Cleanaway did not achieve the minimum acceptable score for Relevant Experience and Resources and Capacity and did not progress to the Relative Value for Money assessment.

Pricing for the Goods and Services

An assessment was made to determine the ranking based on the schedule of rates provided with the tender documentation. As Cleanaway did not achieve the minimum acceptable score for all relevant criterion they did not progress to the Price and Value for Money assessment.

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

Tenderer	Ranking
Drainflow Services	1
Allpipe	2
Cleanaway*	3

*Cleanaway did not achieve the minimum acceptable score for Relevant Experience and Resources and Capacity and did not progress to the Relative Value for Money assessment.

Relative Value for Money Assessment

The relative value for money assessment (pricing and qualitative criteria) resulted in the following tenderer ranking:

Tenderer	Ranking
Drainflow Services	1
Allpipe	2

Overall Assessment and Comment

The tender submission from Drainflow Services satisfied the overall value for money assessment in accordance with the assessment criteria and weightings as detailed in the PEP and is therefore recommended as the successful tenderer. Drainflow Services submission assessed as having suitable safety systems, experience, resources, capacity and a proven methodology to carry out the requirements of the contract.

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 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 5.3 - Manage and maintain assets

Wanneroo will be a City known for having high quality new and existing assets that are well managed, maintained to be fit for purpose and valued by local communities. The City's assets will be future proofed by design and also provide maximum return on investment into the future

Risk Appetite Statement

In pursuit of strategic objective goal 5, we will accept a Medium level of risk, extended to High in the areas of Community / Reputation & Financial / Commercial impacts. Shifting transport modes and usage in the City may require short term pain for longer term gain as the City supports the development, maintenance and connection of alternatives to car use (e.g. cycle ways) and the supporting infrastructure.

Enterprise Risk Management Considerations

Risk Title	Risk Rating
CO-O23 Safety of Community	Moderate
Accountability	Action Planning Option
Director Community and Place	Manage
Risk Title	Risk Rating
CO-O08 Contract Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage

Financial and Performance Risk

Financial Risk

A financial risk assessment was undertaken as part of the tender evaluation process and the outcome of this independent assessment advised Drainflow Services has been assessed with a 'strong' financial capacity to meet the requirements of the contract.

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Performance Risk

Drainflow Services is the City's incumbent contractor and has performed all services satisfactorily over an extended period.

Policy Implications

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

Financial (Budget) Implications

The costs associated with the Cleaning & CCTV Inspection of Stormwater Pollutant Traps and Other Drainage Infrastructure are included in the Asset Maintenance Operational Budget.

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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 Drainflow Services Pty Ltd for Tender 23017, for the CLEANING & CCTV INSPECTION OF STORMWATER POLLUTANT TRAPS AND OTHER DRAINAGE INFRASTRUCTURE, as per the schedule of rates in the tender submission for a period of one (1) year with one (1) twelve month, or part thereof, option to extend at the discretion of the City and subject to appropriate funding availability, for each of the financial years within the contract term.