

## **TENDER RECOMMENDATION REPORT**

**TO:** CHIEF EXECUTIVE OFFICER

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

**FROM:** DIRECTOR ASSETS

**FILE REF:** 23/205366

**DATE:** 15/06/2023

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**TENDER 23095 PROCUREMENT, DELIVERY, INSTALLATION OF UNIVERSAL ACCESS TOILET AND ALL ASSOCIATED SERVICE CONNECTION WORKS, HINCKLEY PARK, HOCKING**

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### **Issue**

To consider the decline of Tender No: 23095 for the Procurement, Delivery, Installation of Universal Access Toilet and All Associated Service Connection Works, Hinckley Park, Hocking.

### **Background**

Community engagement indicated a need for a universal access toilet block at Hinckley Park. The scope of works under Tender 23095 includes:

- Providing a toilet block that will meet the needs of many users and enable people of different physical capabilities to enjoy the amenity of a public park fully compliant with the relevant accessibility standard(s) and the City's policies;
- To connect the UAT to required water, sewerage and electrical services;
- Future-proof the immediate surrounding area of the UAT by providing conduits for the installation of security apparatus; and
- To fit with the amenity and aesthetics of the area as well as enabling passive surveillance of the facility.

### **Detail**

Tender 23095 for the Procurement, Delivery, Installation of Universal Access Toilet and All Associated Service Connection Works, Hinckley Park, Hocking was advertised on 20 April 2023 and closed on 16 May 2023.

2 addendums were issued during the process including an extension of time and the provision of additional drawings.

<b>Item</b>	<b>Detail</b>
Contract Form	Minor Works
Contract Type	Lump Sum
Contract Duration	8 months
Commencement Date	June 2023

Tender 23095 Procurement, Delivery, Installation of Universal Access Toilet and All Associated Service Connection Works, Hinckley Park, Hocking

Item	Detail
Expiry Date	January 2024
Extension Permitted	n/a

Tender submissions were received from the following companies:

Legal Name	Trading Name	Abbreviation
The AM and AA Sprigg Trust and the Duraquip Trust	Rebus Restrooms	Rebus
Landmark Engineering and Design Pty Ltd	Modus Australia	Modus
The Trustee for M R Hoskins Family Trust	AE Hoskins Building Services	AEH

### 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:

No	Qualitative Criteria	Weighting	Relevant Schedule
1	<p>Sustainable Procurement</p> <ul style="list-style-type: none"> <li>• Environmental Considerations 5%</li> <li>• Buy Local 10%</li> <li>• Reconciliation Action Plan 2.5%</li> <li>• Disability Access &amp; Inclusion 2.5%</li> </ul>	20%	3A, 3B, 3C, 3D
2	<p>*Demonstrated relevant experience in terms of:</p> <ul style="list-style-type: none"> <li>• Delivery of accessibility-related projects.</li> <li>• On-time and on-budget.</li> <li>• Liaison with servicing authorities to facilitating installation and connection of services.</li> </ul>	30%	3E
3	<p>*Demonstrate understanding of scope by outlining:</p> <ul style="list-style-type: none"> <li>• Methodology to complete all works by June 2023.</li> <li>• Staffing allocation (both contractor and sub-contractor personnel)</li> <li>• Workplan in the form of a Gantt chart</li> <li>• Contingency planning in case of:                             <ul style="list-style-type: none"> <li>- Unforeseen events</li> <li>- Public holiday periods</li> <li>- Labour and material shortages</li> </ul> </li> </ul>	30%	3E
4	*WHS Demonstrated Working documents	20%	2

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.

### Overall Assessment and Comment

The Evaluation Panel concluded that:

- 1) All submissions were above the allocated budget.
- 2) One submission did not meet the required scope regarding underground boring.
- 3) That none of the submissions were satisfactory in terms of value for money and therefore all tender submissions are be declined.
- 4) A higher budget needs to be secured before going out to market.

### 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 1 – An inclusive and accessible city with places and spaces that embrace all.

Priority 1.2 – Value public places and spaces

Priority 1.3 – Facilities and activities for all

### Risk Appetite Statement

In pursuit of strategic objective goal 1, we will accept a Medium level of risk. The recent pandemic has challenged our previous event delivery, place activation and community connection processes, and the City accepts that meeting community expectations in a more restrictive environment needs flexibility and innovation if community connection is to develop and grow in contrast to social and individual isolation

### Enterprise Risk Management Considerations

<b>Risk Title</b>	<b>Risk Rating</b>
ST-S04 Integrated Infrastructure & Utility	Moderate
<b>Accountability</b>	<b>Action Planning Option</b>
Director Assets	Manage
<b>Risk Title</b>	<b>Risk Rating</b>
ST-S24 Strategic asset Management	Moderate
<b>Accountability</b>	<b>Action Planning Option</b>
Director Assets	Manage

### Policy Implications

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

### Financial (Budget) Implications

The tender prices received are higher than the project budget or do not address tender requirements.

Tender 23095 Procurement, Delivery, Installation of Universal Access Toilet and All Associated Service Connection Works, Hinckley Park, Hocking

**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 all tenders submitted for the Procurement, Delivery, Installation of Universal Access Toilet and all Associated Service Connection Works at Hinckley Park, Hocking.**

**SUBMITTED BY PROJECT MANAGER, INFRASTRUCTURE CAPITAL WORKS**