

TENDER RECOMMENDATION REPORT

TO: CHIEF EXECUTIVE OFFICER

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

FROM: DIRECTOR ASSETS

FILE REF: 43695: 23/256797

DATE: 29 AUGUST 2023

TENDER 23109 SUPPLY AND INSTALLATION OF SPORTS FLOODLIGHTING

Issue

To consider Tender No: 23109 for the Supply and Installation of Sports Floodlighting at Dalvik Park, Merriwa.

Background

Dalvik Park is located on Dalvik Avenue, Merriwa. The site is located on Lot number 1019, Reserve Number 48091 and has a total land area of approximately 5.75 ha. This project was identified as an outcome of the Active Reserve Master Plan endorsed by Council. Sports Floodlighting is essential infrastructure that will allow the City to offer Dalvik Park as a sports reserve to the Community.

The project to design and construct LED Sports Floodlighting at Dalvik Park will meet Australian Standards AS2560. This project will allow existing clubs to utilise Dalvik Park, reducing the load on facilities surrounding the park. As such, it is likely this project will provide additional benefits to the community beyond those of a sporting nature. Floodlighting will also deter anti-social behaviour, vandalism and illegal dumping which has occurred around the Dalvik Park area.

The upgrade will be funded through a combination of the Department of Local Government, Sport & Cultural Industries "Club Night Lights Program", and through City municipal funding.

Construction is anticipated to commence in the 2023/24 financial year.

Detail

Tender No: 23109 for the Supply and Installation of Sports Floodlighting at Dalvik Park, Merriwa was advertised on 3 June 2023 and closed on 11 July 2023. No Addenda were issued.

Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Minor Works
Contract Type	Lump Sum

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Item	Detail
Contract Duration	18 months (including 12 months Defects Liability Period)
Commencement Date	September 2023
Expiry Date (PC)	February 2025 (inclusive of DLP)
Extension Permitted	Nil

Tender submissions were received from the following companies:

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

Probity Oversight

Oversight to the tender assessment process was undertaken by the City's Acting Strategic Contracts & Procurement 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 5% b. Buy Local 10% c. Reconciliation Action Plan 2.5% d. Disability Access and Inclusion 2.5%	20%
2	*Demonstrated understanding of the methodology to deliver the works and the allocation of sufficient resources to undertake the works	30%
3	*Work Health & Safety (WHS)	20%
4	*Demonstrated experience in the provision of similar works for relevant personnel and organisation with achievement of client expectations	30%
	TOTAL	100%

Option 1:

Manufacture, procure and install new 30m high, four heavy duty octagonal rigid light poles at Dalvik Park. New poles shall be provided with prefabricated cable gland and flood lighting shall be as per City's Floodlighting Policy.

Option 2:

Install City owned 35m high, four heavy duty octagonal rigid light poles from the City's specified location. Existing floodlighting poles and associated accessories have been repurposed from Splendid Park.

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All tenderers must meet minimum requirements for both option 1 & 2 (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.

All submissions were considered conforming and progressed for qualitative 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.

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

Tenderer	Ranking
Greenlite	1
Stiles	2
FSC ION	2
Techworks	4

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
Stiles	1
Greenlite	2
FSC ION	3
Techworks	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
Greenlite	1
FSC ION	1
Stiles	3
Techworks	3

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;
- 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
Greenlite	1
Techworks	1
Stiles	3
FSC ION	3

Overall Sustainable Procurement Ranking Summary

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

Tenderer	Ranking
Greenlite	1
Stiles	2
Techworks	3

FSC ION	4
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Evaluation Criteria 2 - Tenderer's resources, methodology and capacity to meet the requirements of the Contract (30%)

The tenderer's 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. It also assessed their proposed methodology to complete the works. The assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
Greenlite	1
Techworks	3
Stiles	3
FSC ION	4

Evaluation Criteria 3 - 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
Greenlite	1
Techworks	1
FSC ION	3
Stiles	4

Evaluation Criteria 4 - 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
Greenlite	1
Stiles	2
Techworks	3
FSC ION	4

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
Greenlite	1
Stiles	2
Techworks	3
FSC ION	4

Pricing for the Goods/Services/Works Offered

An assessment was made to determine the ranking based on the lump sum pricing provided with the tender documentation.

New Floodlighting Pole Infrastructure (Option 1):

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

Tenderer	Ranking
Stiles	1
FSC ION	2
Greenlight	3
Techworks	4

Repurposed Floodlighting Pole Infrastructure (Option 2):

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

Tenderer	Ranking
Stiles	1
FSC ION	2
Greenlight	3
Techworks	4

Relative Value for Money Assessment

The combined assessment of lump sum pricing and qualitative criteria resulted in the following relative value for money tender ranking (highest to lowest):

Tenderer	Ranking
Stiles	1
FSC ION	2
Greenlite	3
Techworks	4

The above ranking did not alter between Option 1 or Option 2.

Overall Assessment and Comment

The tender submission from Stiles Electrical satisfied the overall value for money assessment in accordance with the assessment criteria and weightings as detailed in the Procurement and Evaluation Plan and is therefore recommended as the successful tenderer.

Consultation

Consultation using the preliminary concept design has been undertaken with City's internal stakeholders. No objections were received from the community for the installation of Sports Floodlighting at Dalvik Park.

During the public comment period, the City received a single response from the community which endorsed the project. The local community will be informed with construction start and end dates via a letter drop, prior to works commencing at Dalvik Park.

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 5.5: People feel safe in public places."

Risk Appetite Statement

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

Enterprise Risk Management Considerations

Risk Title	Risk Rating
ST-S24 Strategic Asset Management	Moderate
Accountability	Action Planning Option
Director Assets	Manage

Risk Title	Risk Rating
CO-O13 Workplace Health and Safety	Moderate
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage

Risk Title	Risk Rating
CO-O08 Contract Management	Moderate
Accountability	Action Planning Option

Director Corporate Strategy and Performance	Manage
Risk Title	Risk Rating
CO-O15 Project Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage

Financial and Performance Risk

Financial Risk

A recent financial risk assessment of Stiles Electrical was undertaken earlier year and the outcome of this independent assessment advised that Stiles Electrical has been assessed with a 'strong' financial capacity to meet the requirements of the contract. Risk is further mitigated by the contract conditions which provide for payment to be made only after satisfactory completion of services. Stiles Electrical will also supply a security deposit to the City of Wanneroo as a contractual requirement.

An overall value for asset consideration assessment was undertaken by the City of Wanneroo for both options presented in the tender submission. It was deemed that Option 1 (procurement of new poles) provided greater value to the City of Wanneroo for the following reasons.

- New poles provided greater asset value for the life cycle of the floodlighting poles at Dalvik Park
- Prior to the RFT going live earlier this year the value of four repurposed stainless-steel poles was deemed at a \$100,000 cost saving. This figure has been altered as a result of falling stainless steel prices and is now valued at only \$30,000
- New Poles provide the city with a greater overall value for money than repurposed poles. Findings are based on current recycled stainless-steel pricing in Australia.
- In view of the above, it is recommended that the tender be accepted, with Option 1 providing the best value for money.

Performance Risk

Stiles Electrical is a preferred WALGA supplier for Local Government Authorities with over 25 years' experience in the design, supply, and installation of sports lighting projects. Stiles Electrical have completed several sports lighting projects for the City of Wanneroo over the past 5 years. All these projects provided in the tenderer's response have been within the specified budget and delivered on time.

Policy Implications

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

Financial (Budget) Implications

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PR-4358 PMO 22004 Supply & Installation of Sports Floodlighting Dalvik Park, Merriwa

Description	Expenditure	Budget
Budget:		
Municipal Funding		\$386,523
DLGSCI (Club Night Lights Program)		\$187,512
Expenditure:		
Expenditure incurred to date		
Commitment to date		
Project Management		
Tender Advertisements (Tender and Public Notices)	\$256,924.21	
Construction Activities		
- Project Management Fees	\$10,000	
- Professional and Other Fees	\$5,000	
- RFT 23109 Dalvik Park Floodlighting Installation		
- Construction Contingency	\$30,000	
- Powerlyt Contract Administration	\$8,085	
Total Expenditure	\$310,009.21	
Total Funding		\$574,035.00
Surplus		\$264,025.79

A budget adjustment will be undertaken in the coming months to address the surplus funds listed above.

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 ACCEPTS the tender submitted by Stiles Electrical and Communication Services Pty Ltd for Tender 23109, for the for the supply, installation & commissioning of floodlighting at Dalvik Park, Merriwa as per Fixed Lump Sum value of \$256,924.21