

TENDER RECOMMENDATION REPORT

TO: CHIEF EXECUTIVE OFFICER

CC: MANAGER PARKS AND CONSERVATION MANAGEMENT

FROM: DIRECTOR ASSETS

FILE REF: 24/45891

DATE: 8 March 2024

**TENDER 23181: PROVISION OF IRRIGATION MINOR WORKS/REPAIRS
AND INSTALLATIONS**

Issue

To consider Tender No: 23181 for the Provision of Irrigation Minor Works/Repairs and Installations for an initial period of three years with options to extend, at the City’s discretion for a further two (2), twelve (12) months, (or part thereof).

Background

The current contract (Contract 20199) for these services expired on 7 March 2024 and works will be completed on a quotation basis until the new contract is established. Although the existing Contract had available options to extend, the decision was made to go back out to market as a review of the City’s Standard Irrigation Specifications has been undertaken resulting in many changes to the document and scope of works.

The new Contract is also separated into two Separable Portions (**SP**) with SP1 (Price Schedules 1A and 1B) being utilised for reactive maintenance works and SP2 (Price Schedule 1C) being for new minor installations and irrigation system modifications.

Detail

Tender 23181 for the Provision of Irrigation Minor Works/Repairs and Installations was advertised on 9 December 2023 and closed on 9 January 2024. Addendum 1 was issued on 2 January 2024.

Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Goods and Services
Contract Type	Schedule of Rates
Contract Duration	3 years
Commencement Date	March 2024
Expiry Date	March 2027
Extension Permitted	Yes, two (2) periods of twelve (12) months or part thereof.

At close of Tenders, a sole submission was received from the following company:

Legal Name	Trading Name	Abbreviation
Double G Pty Ltd	Think Water Perth	Thinkwater

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 Acting Contracts Officer.

Please refer to the Confidential Attachment for reference to the value for money considerations and to the external Probity Advisor Final 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 5% d) Access and Inclusion 5%	25%
2	*Work Health & Safety (WHS)	20%
3	*Demonstrated Experience	25%
4	*Available Resources and Capacity	30%

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 (VFM) assessment.

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 (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.

Through their submission, Thinkwater demonstrated environmental consideration provisions to meet the City's requirements.

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.

Through their submission, Thinkwater demonstrated positive buy local provisions to meet the City's requirements.

Sub Criteria c) Reconciliation Action Plan (RAP) (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.

Through their submission, Thinkwater provided a response to this criterion.

Sub Criteria d) Access & Inclusion Plan (AIP) (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.

Through their submission, Thinkwater provided a response to this criterion.

Overall Sustainable Procurement Ranking Summary

Thinkwater is deemed to have adequate capacity to comply with the City's Sustainable Procurement requirements as articulated in their submission.

Evaluation Criteria 2 – Work Health & Safety (WHS) (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.

Thinkwater demonstrated they met the City's WHS requirements.

Evaluation Criteria 3 – Demonstrated Experience (25%)

The tenderer's relevant experience in demonstrating the achievement of meeting client expectations as presented in their tender submission were assessed in order 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.

Thinkwater demonstrated sufficient relevant experience to fulfill the requirements of this contract.

Evaluation Criteria 4 – Tenderer's Available Resources (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.

Thinkwater demonstrated that they have the resources and capacity to fulfil the requirements of this contract.

Overall Qualitative Weighted Assessment and Ranking

Thinkwater's submission was reviewed in accordance with the PEP and is deemed to have the necessary sustainable procurement, demonstrated experience, available resources, and safety management systems to fulfill this contract.

Pricing for the Goods/Services/Works Offered

An assessment was made using the schedule of rates provided with the tender documentation. Thinkwater provided pricing for Separable Portion 1 (Price Schedules 1A and 1B) that provides Value for Money (**VFM**) in comparison to previous contracts.

A review was undertaken of pricing provided for Separable Portion 2 (Price Schedule 1C) against previous contract submissions and recent capital projects. This review identified that the pricing supplied by Thinkwater does not represent VFM.

Value for Money Assessment

The VFM analysis of the Thinkwater tender submission was assessed through an evaluation process that considered both cost and quality of the irrigation installations and minor repairs.

Overall Assessment and Comment

The tender submission for Separable Portion 1 from Thinkwater satisfied the overall VFM assessment in accordance with the assessment criteria and weightings as detailed in the PEP, and is therefore recommended as the successful tenderer for that Separable Portion only.

The tender submission for Separable Portion 2 from Thinkwater did not satisfy the overall VFM assessment and is therefore not recommended for award.

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 4 A sustainable city that balances the relationship between urban growth and the environment

Priority 4.3

Risk Appetite Statement

In pursuit of strategic objective goal 4, we will accept a medium level of risk. The nature of the City being ‘pro-growth’ means that commercial opportunities will be explored in areas identified for development, potentially challenging perceptions of the City as an environmental steward.

Enterprise Risk Management Considerations

Risk Title	Risk Rating	Accountability	Action Planning Option
ST-S05 Water Availability	Moderate	Director Planning & Sustainability	Manage

Risk Title	Risk Rating	Accountability	Action Planning Option
CO-O22 Environmental Management	Moderate	Director Planning & Sustainability	Manage

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

Financial and Performance Risk

Financial Risk

A financial risk assessment was undertaken by Equifax Australasia Credit Ratings Pty Ltd as part of the tender evaluation process and the outcome of this independent assessment advised that Thinkwater is assessed with the financial capacity to meet the requirements of the contract.

Performance Risk

Thinkwater is the incumbent Irrigation Minor Works contractor. There are no reported instances of disputes or claims and no instances of breach of Contract registered in the City's Contract Management system.

Independent reference checks have also indicated that Thinkwater has the resources and proven performance to meet the requirements of the contract.

Policy Implications

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

Financial (Budget) Implications

The costs associated with the works and services are included in the annual Parks and Conservation Management operational budget.

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:

- (1) ACCEPTS the tender submitted by Double G PTY LTD for Tender 23181, for the Provision of Irrigation Minor Works/Repairs and Installations for Separable Portion 1 as per the schedule of rates 1A and 1B in the tender submission, subject to appropriate funding availability, for each of the financial years within the initial 3 year contract term with up to two (2) periods of twelve (12) months or part thereof; and**
- (2) DECLINES to accept the submission from Double G PTY LTD for Separable Portion 2.**