

## **TENDER RECOMMENDATION REPORT**

**TO: CHIEF EXECUTIVE OFFICER**

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

**FROM: DIRECTOR ASSETS**

**FILE REF: 40302: 24/95533**

**DATE: 4 April 2024**

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**TENDER 24015: THE SUPPLY AND INSTALLATION OF NEW WATER SERVICE, FIRE SERVICE AND SEWER SERVICE AT THE KINGSWAY REGIONAL SPORTING COMPLEX, MADELEY**

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### **Issue**

To consider Tender No: 24015 for the Supply and Installation of New Water Service, Fire Service and Sewer Service at The Kingsway Regional Sporting Complex, Madeley.

### **Background**

Kingsway Regional Sporting Complex is an active sporting reserve located at 100 Kingsway, Lot 555, Madeley. The portion of land selected for this project is in the northeast corner, adjacent to the Kingsway Air Cadets and is on the corner of Hartman Drive and Kingsway.

A car park and access road are to be constructed to provide parking and access to several proposed buildings including the Northern Suburbs Men's Shed. The buildings will also require hydraulic services to be installed to service the new buildings.

### **Detail**

Tender 24015 for the Supply and Installation of New Water Service, Fire Service and Sewer Service at The Kingsway Regional Sporting Complex, Madeley was advertised on the 7 February 2024 and closed on the 22 February 2024.

Essential details of the proposed contract are as follows:

| <b>Item</b>                   | <b>Detail</b>        |
|-------------------------------|----------------------|
| Contract Form                 | Minor Works Contract |
| Contract Type                 | Lump Sum             |
| Contract duration             | 3 months             |
| Commencement Date             | April 2024           |
| Date for Practical Completion | July 2024            |
| Extension Permitted           | Not Applicable       |

Tender submissions were received from the following companies:

| Legal Name                       | Trading Name           | Abbreviation  |
|----------------------------------|------------------------|---------------|
| Westline Civil Pty Ltd           | Westline Civil         | Westline      |
| Streamline Plumbing Pty Ltd      | Streamline Plumbing    | Streamline    |
| MME Underground Services Pty Ltd | Platinum Locating      | MME/ Platinum |
| Majestic Plumbing Pty Ltd        | Majestic Plumbing      | Majestic      |
| Comiskey's Contracting Pty Ltd   | Comiskey's Contracting | Comiskey's    |

### Probity Oversight

Oversight to the tender assessment process was provided by the City's Contracts Officer.

### Tender Evaluation

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<br>a) Environmental Considerations 5%<br>b) Buy Local 10%<br>c) Reconciliation Action Plan 5%<br>d) Access and Inclusion 5% | 25%       |
| 2       | *Work Health & Safety (WHS)   | 20%       |
| 3       | *Experience   | 25%       |
| 4       | *Methodology  | 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.

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

| <b>Tenderer</b> | <b>Ranking</b> |
|-----------------|----------------|
| MME / Platinum  | 1              |
| Majestic        | 2              |
| Westline        | 3              |
| Comiskey's      | 4              |
| Streamline      | 5              |

**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> |
|-----------------|----------------|
| Majestic        | 1              |
| Comiskey's      | 2              |
| Streamline      | 2              |
| MME / Platinum  | 4              |
| Westline        | 5              |

**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.

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> |
|-----------------|----------------|
| MME / Platinum  | 1              |
| Majestic        | 2              |
| Comiskey's      | 3              |
| Westline        | 4              |
| Streamline      | 5              |

**Sub Criteria d) Access & Inclusion Plan (AIP) (5%)**

An assessment was made to determine the ranking based on the responses provided that relate to:

Tender 24015: The Supply and Installation of new water, fire and sewer services at Kingsway Regional Sporting Complex

- 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:

| <b>Tenderer</b> | <b>Ranking</b> |
|-----------------|----------------|
| Majestic        | 1              |
| MME / Platinum  | 2              |
| Westline        | 3              |
| Comiskey's      | 4              |
| Streamline      | 4              |

### **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> |
|-----------------|----------------|
| Majestic        | 1              |
| MME / Platinum  | 2              |
| Comiskey's      | 3              |
| Westline        | 4              |
| Streamline      | 5              |

### **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:

| <b>Tenderer</b> | <b>Ranking</b> |
|-----------------|----------------|
| MME / Platinum  | 1              |
| Majestic        | 2              |
| Westline        | 3              |
| Comiskey's      | 4              |
| Streamline      | 5              |

### Evaluation Criteria 3 – Experience (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 tenderer’s demonstrated relevant experience in terms of local government experience, works of similar scope and works of similar value. The assessment of this criterion has resulted in the following ranking:

| <b>Tenderer</b> | <b>Ranking</b> |
|-----------------|----------------|
| MME / Platinum  | 1              |
| Westline        | 2              |
| Majestic        | 2              |
| Comiskey’s      | 4              |
| *Streamline     | 5              |

\*Streamline did not meet the minimum requirements for this criterion.

### Evaluation Criteria 4 – Methodology (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 demonstrated understanding of the methodology to deliver the services and the allocation of sufficient, qualified resources to undertake the services. The assessment of this criterion has resulted in the following ranking:

| <b>Tenderer</b> | <b>Ranking</b> |
|-----------------|----------------|
| Majestic        | 1              |
| Westline        | 2              |
| MME / Platinum  | 3              |
| Comiskey’s      | 4              |
| *Streamline     | 5              |

\*Streamline did not meet the 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:

| <b>Tenderer</b> | <b>Ranking</b> |
|-----------------|----------------|
| Majestic        | 1              |
| MME / Platinum  | 2              |
| Westline        | 3              |
| Comiskey’s      | 4              |
| *Streamline     | 5              |

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

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

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

| <b>Tenderer</b> | <b>Ranking</b> |
|-----------------|----------------|
| Westline        | 1              |
| Streamline      | 2              |
| Comiskey's      | 3              |
| MME / Platinum  | 4              |
| Majestic        | 5              |

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

The combined assessment of pricing and qualitative criteria resulted in the following tenderer ranking:

| <b>Tenderer</b> | <b>Ranking</b> |
|-----------------|----------------|
| Westline        | 1              |
| MME / Platinum  | 2              |
| Comiskey's      | 3              |
| Majestic        | 4              |

\*Streamline did not progress to the Relative Value for Money Calculations due to not meeting the minimum qualitative requirements.

### **Overall Assessment and Comment**

The tender submission from Westline 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**

No consultation was sought for the award of this tender.

### **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

Priority #5.3 Manage and maintain assets.

### **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 | Accountability                              | Action Planning Option |
|-------------------------------------|-------------|---|------------------------|
| CO-O13<br>Workplace Health & Safety | Medium      | Director Corporate Strategy and Performance | Manage                 |
| CO-O08<br>Contract Management       | Low         | Director Corporate Strategy and Performance | Manage                 |
| CO-O22<br>Environmental Management  | Medium      | Director Planning & Sustainability          | 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 Westline is assessed with the financial capacity to meet the requirements of the contract.

#### Performance Risk

Westline Civil has completed many similar projects for other local government and state government clients. Independent reference checks have also indicated that the recommended tenderer has a glowing reputation within the industry.

### Policy Implications

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

### Financial (Budget) Implications

#### PR-004262 Kingsway Regional Sporting Complex

| Description                                       | Expenditure | Budget     |
|---|-------------|------------|
| <b>Budget:</b>                                    |             |            |
| Municipal Funding                                 |             | 903,000.00 |
| <b>Expenditure:</b>                               |             |            |
| Expenditure incurred to date                      | 74,936.00   |            |
| Commitment to date                                |             |            |
| Project Management                                | 17,380.00   |            |
| Tender Advertisements (Tender and Public Notices) |             |            |
| Construction Activities                           |             |            |
| - <i>Plumbing Services (this tender)</i>          | 241,900.00  |            |
| - <i>Car Park Civil Construction</i>              | 375,406.00  |            |

Tender 24015: The Supply and Installation of new water, fire and sewer services at Kingsway Regional Sporting Complex

**PR-004262 Kingsway Regional Sporting Complex**

| <b>Description</b>                                      | <b>Expenditure</b> | <b>Budget</b>  |
|---|--------------------|----------------|
| - <i>Additional Electrical Costs</i>                    | 58,000.00          |                |
| - <i>Car Park Lighting</i>                              | 71,000.00          |                |
| - <i>Electrical Consultancy Contract Administration</i> | 6,500              |                |
| - <i>Hydraulic Consultant Contract Administration</i>   | 1,300              |                |
| - <i>Contingency</i>                                    | 56,578             |                |
| <b>Total Expenditure</b>                                | <b>903,000.00</b>  |                |
| <b>Total Funding</b>                                    |                    | <b>903,000</b> |
| <b>Funding Provision required in 2023/2024</b>          |                    | <b>Nil</b>     |



Tender 24015: The Supply and Installation of new water, fire and sewer services at Kingsway Regional Sporting Complex

**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 Westline Civil Pty Ltd for Tender 24015, for the Supply and Installation of New Water Service, Fire Service And Sewer Service At The Kingsway Regional Sporting Complex, Madeley, for the Fixed Lump Sum of \$241,899.71.**