



## **TENDER RECOMMENDATION REPORT**

**TO:** CHIEF EXECUTIVE OFFICER

**CC:** MANAGER INFRASTRUCTURE CAPITAL WORKS  
COORDINATOR CONSTRUCTION

**FROM:** DIRECTOR ASSETS

**FILE REF:** 20/42612

**DATE:** 18 February 2020

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**TENDER 19270: CONSTRUCTION OF SPLENDID SKATE PARK, SPLENDID  
PARK, YANCHEP**

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### **Issue**

To consider Tender No. 19270 for the construction of a new skate park in Splendid Park, Yanchep.

### **Background**

This tender entails the construction of a new skate park facility at Splendid Park, Yanchep. Splendid Park is located at 1 Splendid Avenue, Yanchep (Lot Number 8000). The park has an overall land area of approximately 12.8 hectares classifying it as a District Park.

### **Detail**

Tender No. 19270 was advertised on 7 December 2019 and closed on 14 January 2020.

Essential details of the proposed contract are as follows:

<b>Item</b>	<b>Detail</b>
Contract Form	Minor Works
Contract Type	Fixed Lump Sum Price
Commencement Date	March 2020
Contract Duration	18 weeks construction
Defects Liability	12 months
Extension Permitted	No
Rise and Fall	No

Tender submissions were received from the following:

- DB Cunningham Pty Ltd t/a Advantearing Civil Engineers
- Convic Pty Ltd

The Tender Evaluation Panel (TEP) comprised:

- A/Coordinator Construction (Chair, non-voting)
- Projects Engineer
- Project Manager Infrastructure Capital Works,
- Coordinator Safety Systems and
- IT Support Officer.

### Probity Oversight

Oversight to the 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:

Item	Evaluation Criteria	Weighting (%)
1	Price	Not Weighted
2	Sustainable (Corporate Social Responsibility) Procurement	20
3	Experience	10
4	Methodology	20
5	Capacity & Resources	10
6	Quality Management	20
7	Safety Management	20

Pricing is not included in the weighted qualitative criteria and is considered as part of the overall value for money assessment. The minimum acceptable baseline for Qualitative Criteria is set at 50% except for Sustainable Procurement.

On initial review of the submissions, it was confirmed that all submissions were received as conforming, and progressed for further evaluation.

### Evaluation Criteria 1 – Price (Not Weighted)

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

Tenderer	Ranking
Advanteering	1
Convic	2

### Evaluation Criteria 2 Sustainable Procurement (20%)

The respondents' corporate social responsibility (sustainable procurement) as presented in their submission, were assessed in order to evaluate their understanding of the environmental, economic (buy local), cultural (Aboriginal and Torres Strait Islander) and disability access inclusion requirements. The assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
Advanteering	1
Convic	2

**Evaluation Criteria 3 - Demonstrated experience in undertaking work of similar nature and scope (10%)**

The respondents' relevant experiences 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 respondents' key project-specific personnel and examples of completed works of similar nature and scope. This included client and/or community commendations. The assessment of this criterion has resulted in the following ranking:

<b>Tenderer</b>	<b>Ranking</b>
Advanteering	1
Convic	1

**Evaluation Criteria 4 - Methodology and Timeframe (20%)**

The respondents' written methodology and timeframe (Gantt chart) as presented in their submission were assessed in order to evaluate their understanding of the scope of works in consideration with the project's risks, constraints, latent conditions and environmental protection requirements. The assessment of this criterion has resulted in the following ranking:

<b>Tenderer</b>	<b>Ranking</b>
Advanteering	1
Convic	2

**Evaluation Criteria 5 - Capacity and Resources (10%)**

The respondents' resources including key personnel, plant and equipment schedules as presented in their submission were assessed in order to evaluate their capacity to meet the requirements of the contract. The assessment of this criterion has resulted in the following ranking:

<b>Tenderer</b>	<b>Ranking</b>
Advanteering	1
Convic	2

**Evaluation Criteria 6 - Quality Management (20%)**

The respondents' quality systems as presented in their submission were assessed in order to evaluate their ability to meet the quality control and quality assurance requirements of the contract. The assessment of this criterion has resulted in the following ranking:

<b>Tenderer</b>	<b>Ranking</b>
Advanteering	1
Convic	2

**Evaluation Criteria 7 - Safety Management System (20%)**

Evidence of safety management policies and practices were assessed from the submissions. The assessment for safety management was based on the respondents' responses to an Occupational Health and Safety Management System Questionnaire included within the tender documentation.

All respondents provided details of their safety management systems with the following ranking:

<b>Tenderer</b>	<b>Ranking</b>
Advanteering	1
Convic	2

### **Overall Qualitative Weighted Assessment and Ranking**

Respondents' submissions were reviewed in accordance with the PEP with the following key observations:

- The respondents' submissions were evaluated in accordance with the selection criteria and were assessed against sustainable procurement, experience, written methodology, capacity and resources, quality systems and safety management systems to undertake the works.

The overall qualitative weighted assessment resulted in the following:

<b>Tenderer</b>	<b>Ranking</b>
Advanteering	1
Convic	2

### **Value for Money Assessment**

The combined assessment of Price vs Qualitative Scores resulted in the following ranking (highest to lowest):

<b>Tenderer</b>	<b>Ranking</b>
Advanteering	1
Convic	2

### **Overall Assessment and Comment**

The submission from Advanteering Civil Engineers achieved the highest qualitative criteria ranking and satisfied the overall Value for Money assessment as detailed in the PEP and is therefore recommended as the successful respondent.

Refer to the Confidential Attachment for further details relating to the overall assessment results.

### **Consultation**

Community consultation occurred from May 2019 to June 2019 as part of the concept and design development for this project. An on-site community consultation meeting was also held on 23 May 2019 with Elected Members and City Officers in attendance. In accordance with Section 3.51 of the Local Act 1995 relating to minor construction works, a general construction notice will be issued to the adjoining properties and signage will be installed on site.

### **Statutory Compliance**

Tenderers were invited in accordance with the requirements of Section 3.75 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.

The clearing permit from the Department of Water and Environmental Regulation has been granted.



The landowner has granted access to the land for the delivery of the project as per the Deed of Variation of Ground Lease.

It is noted that a development approval is not required for this project.

Prior to the commencement of work, the tenderer is required to apply to the City for a 'Building Permit' and pay all associated fees for the installation of the skate park.

**Strategic Implications**

The proposal aligns with the following objective within the Strategic Community Plan 2026 - 2027:

- 1. Society
  - 1.1 Healthy and Active People
    - 1.1.1 Create opportunities that encourage community wellbeing and active and healthy lifestyles.

**Enterprise Risk Management Considerations**

<b>Risk Title</b>	<b>Risk Rating</b>
CO-001 Relationship Management	Low
<b>Accountability</b>	<b>Action Planning Option</b>
Director Corporate Strategy and Performance	Manage

<b>Risk Title</b>	<b>Risk Rating</b>
CO-008 Contract Management	Moderate
<b>Accountability</b>	<b>Action Planning Option</b>
Director Corporate Strategy and Performance	Manage

<b>Risk Title</b>	<b>Risk Rating</b>
CO-017 Financial Management	Moderate
<b>Accountability</b>	<b>Action Planning Option</b>
Director Corporate Strategy and Performance	Manage

<b>Risk Title</b>	<b>Risk Rating</b>
CO-020 Productive Communities	Moderate
<b>Accountability</b>	<b>Action Planning Option</b>
Director Community and Place	Manage

The above risks relating to the issue contained within this report has been identified within the City's existing Corporate Risk register. Action plans are in place to manage these risks. This proposal aligns with the Society objective of the existing Strategic Community Plan; Council/ELT should therefore consider the following **risk appetite statement**:

*Society 1.1 Healthy and Active People  
 The City provides facilities that are for leisure and general recreation activities and as a facility provider; ensures facility design and support the community to utilise the facilities. **Therefore the City will accept a low to moderate level of risk to ensure health and safety impacts are reduced to "as low as reasonable practicable" (ALARP) and reputation risk is restricted to low.***

## Financial and Performance Risk

### Financial Risk

A financial risk assessment was recently undertaken for the responding entity and the outcome of this independent assessment advised that Advantearing Civil Engineers has been assessed as having a 'strong' financial capacity to meet the requirements of the contract.

### Performance Risk

The recommended respondent has 35 years' experience in the civil and landscaping construction services industry including a number of skate parks while working with various local governments across Western Australia. Advantearing has previously completed the Grandis Park skate park for the City.

## Policy Implications

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

## Financial (Budget) Implications

The respondent's lump sum price the scope of works under this contract can be accommodated in the existing 19/20 capital works budget.

Description	Expenditure	Budget
<b>Budget:</b>		
Capital Works Program 2018/2019		21,021.00
Capital Works Program 2019/2020		698,779.00
<b>TOTAL</b>		<b>\$ 719,800.00</b>
<b>Expenditure: (to 31/01/20)</b>		
Expenditure incurred in 2018/2019	21,021.00	
Expenditure incurred in 2019/2020	11,980.00	
Commitment to date (2019/2020)	1,215.00	
Construction Activities ( <i>this tender</i> )	603,813.00	
Other (PM Fees)	20,964.00	
Contingency	60,807.00	
<b>Total Expenditure</b>	<b>\$ 719,800.00</b>	
<b>Total Funding</b>		<b>\$ 719,800.00</b>

**Recommendation**

That the Chief Executive Officer, in accordance with Delegation 1.1.14 – Choice of Most Advantageous Tender ACCEPTS the tender submitted by DB Cunningham Pty Ltd t/as Advantearing Civil Engineers for Tender No. 19270 for the Construction of Splendid Skate Park at a fixed lump sum of \$603,813.00 (ex GST).

**SUBMITTED BY PROJECTS ENGINEER**

  
SIGNATURE


21/2/20  
DATE

**REVIEWED BY MANAGER CONTRACTS & PROCUREMENT**

  
SIGNATURE

21/2/20  
DATE

**ENDORSED BY MANAGER INFRASTRUCTURE CAPITAL WORKS**

  
SIGNATURE

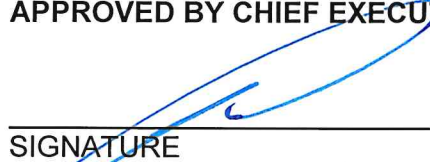
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**RECOMMENDED BY DIRECTOR ASSETS**

  
SIGNATURE

21.02.20  
DATE

**APPROVED BY CHIEF EXECUTIVE OFFICER**

  
SIGNATURE

26. 2. 20  
DATE