



TENDER RECOMMENDATION REPORT

TO: CHIEF EXECUTIVE OFFICER
CC: ACTING MANAGER PARKS AND CONSERVATION
FROM: ACTING DIRECTOR ASSETS
FILE REF: 21/52577
DATE: 4 March 2021

**REQUEST FOR TENDER 20195
CONTROL OF RABBIT, FOX AND FERAL CAT POPULATIONS WITHIN CITY OF
WANNEROO NATURAL AREAS**

Issue

To consider Tender No: 20195 for the Control of Rabbit, Fox and Feral Cat Populations within the City of Wanneroo, natural areas for a period of three (3) years with two (2) twelve (12) month, or part thereof, options to extend at the City's discretion.

Background

The City is seeking to appoint a suitably qualified and experienced contractor to carry out the control of rabbit, fox and feral cat populations within the City of Wanneroo natural areas. Feral animals are a declared pest both federally and state wide, the City has a duty of care to manage their numbers on City managed land as these animals are declared pests under the Biosecurity and Agriculture Management Act 2007 (BAM Act) and associated regulations, 2013.

Detail

Tender 20195 for the Control of Rabbit, Fox and Feral Cat Populations within City of Wanneroo Natural Areas advertised on 5th December 2020 and closed on 12th January 2021. No addenda were issued.

Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Goods and/or Services
Contract Type	Schedule of Rates
Contract Duration	Three (3) years
Commencement Date	6 th March 2021
Expiry Date	5 th March 2024
Extension Permitted	Yes, two (2) twelve (12) month, or part thereof

Tender submissions received from the following companies:

Legal Name	Trading Name	Abbreviation
Wildlife Services PTY Ltd for the Butcher Family Trust	Animal Pest Management Services	APMS
Natural Area Holdings Pty Ltd	Natural Area Consulting Management Services	NACMS
G&S Thompson Pty Ltd for the Thompson Family Trust	Terrestrial Ecosystems	Terrestrial

The Tender Evaluation panel comprised:

- Coordinator Trees & Conservation
- Conservation Technical Officer
- Environmental Project Officer
- Occupational safety and Health Officer

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 Contracts Officer.

Please refer to the Confidential Attachment for reference to the final Probity Advisor Report.

Tender submissions were evaluated in accordance with the Procurement and Evaluation Plan (PEP), which included the following selection criteria:

Q	Criteria	Weighting	Schedule Reference
1	<i>Sustainable (Corporate Social Responsibility) Procurement</i> a. <i>Environmental Considerations 5%</i> b. <i>Buy Local 10%</i> c. <i>Reconciliation Action Plan 2.5%</i> d. <i>Disability Access & Inclusion 2.5%</i>	20%	3A, 3B, 3C, 3D
2	*OSH	20%	2
3	*Demonstrated experience relative to this tender	30%	3E
4	*Methodology for fox, rabbit and feral animal control Services- demonstrated understanding of the methodology to deliver the services and allocation of sufficient resources to undertake the services	30%	3E

Pricing is not included in the qualitative criteria and considered as part of the overall value for money assessment. The tenderer must achieve a minimum acceptable qualitative score (as determined by the City) and for each of the qualitative criteria detailed above (*) to be considered for further evaluation.

Evaluation Criteria 1– Sustainable Procurement 20%

Environmental Considerations 5%

The assessment for environmental management systems and considerations based on the Tenderer's responses to the Environmental Considerations Questionnaire included within the Tender documentation

Buy Local Considerations 10%

The assessment for buy local considerations based on the Tenderer's responses to the Buy Local Questionnaire included within the Tender documentation

Reconciliation Action Plan (RAP) (2.5%)

The assessment for reconciliation action plan (RAP) considerations based on the Tenderer's responses to the RAP Questionnaire as included within the Tender documentation.

Access & Inclusion Plan (AIP) (2.5%)

The assessment for access and inclusion plan (AIP) considerations based on the Tenderer's responses to the AIP Questionnaire as included within the Tender documentation.

The assessment of this criterion has resulted in the following overall ranking:

Tenderer	Ranking
APMS	1
Terrestrial	2
NACMS	3

Evaluation Criteria 2 - Tenderer's Safety and Quality Management Systems 20%

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

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

Tenderer	Ranking
NACMS	1
APMS	2
Terrestrial	3

Evaluation Criteria 3 - 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 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.

The assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
APMS	1
Terrestrial	2
NACMS	2

Evaluation Criteria 4 - Tenderers' understanding of the required methodology (30%)

Assessment of this evaluation criterion considered the tenderer's ability to demonstrate an understanding of the methodology required in order to manage the contract.

Assessment of the criterion also considered the Tenderer's staff resources and qualifications, vehicles and plant/equipment in order to meet the terms of the contract.

The assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
APMS	1
Terrestrial	2
NACMS	2

Overall Qualitative Weighted Assessment and Ranking

The tenderer's submission review was in accordance with the Procurement and Evaluation Plan with the following key observations:

- Price is not weighted and is included in the overall value for money assessment; and
- The response evaluation was in accordance with the selection criteria and the tenderer was determined to having the necessary resources, previous experience, capability and safety management systems to undertake the contract.

The overall qualitative weighted assessment resulted in the following:

Tenderer	Ranking
APMS	1
Terrestrial	2
NAMS	3

Price Assessment

Price assessment on the fixed pricing is over the initial three (3) year term as listed in Pricing Schedules. Prices below ranked from lowest to highest, with all details listed in the Confidential Attachment.

Tenderer	Ranking
NACMS	1
Terrestrial	2
APMS	3

Value for Money Assessment

All tenderers met the minimum acceptable baseline for qualitative criteria and therefore progressed to Value for Money assessment.

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

Tenderer	Ranking
NACMS	1
Terrestrial	2
APMS	3

Overall Assessment and Comment

NACMS ranked best overall in the Value for Money Assessment and is recommended as the successful tenderer.

Consultation

Nil

Statutory Compliance

Tenders invited were 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 2017 – 2027:

- 1.1 Healthy & Active People
 - 1.1.1 Create opportunities that encourage community wellbeing and active healthy lifestyles
- 3. Environment (Natural)
 - 3.1 Resource Management
 - 3.1.1 Minimise impacts of climate change
 - 3.1.3 Proactively manage the scarcity of water through sustainable local water management strategies
 - 3.2 Enhanced Environment
 - 3.2.1 Maximise the environmental value of beaches, nature reserves and parklands

Enterprise Risk Management Considerations

Risk Title	Risk Rating
CO-001 Relationship Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage

Risk Title CO-008 Contract Management	Risk Rating Moderate
Accountability Director Corporate Strategy and Performance	Action Planning Option Manage
Risk Title CO-017 Financial Management	Risk Rating Moderate
Accountability Director Corporate Strategy and Performance	Action Planning Option Manage
Risk Title CO-022 Environmental Management	Risk Rating Moderate
Accountability Director Planning and Sustainability	Action Planning Option Manage
Risk Title CO-023 Safety of Community	Risk Rating Moderate
Accountability Director Community and Place	Action Planning Option Manage

Financial and Performance Risk

Financial Risk

Due to the relatively low value of the Contract and given that invoices are paid following satisfactory completion of works, an independent financial assessment was not undertaken for this Contract.

Performance Risk

NACMS hold numerous feral animal control contracts with other Local and State Government departments. Independent reference checks have also indicated that the recommended tenderer has consistently undertaken works to a high standard.

Policy Implications

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

Financial (Budget) Implications

Funding for costs associated with the control of Rabbits, Foxes and Feral Cat populations within City of Wanneroo Natural Areas are included in the Annual Operational Budget.

Recommendation:

That the Chief Executive Officer, in accordance with Delegation 1.1.14 - Choice of Most Advantageous Tender of the Delegated Authority Register for the awarding of tenders, ACCEPTS the tender submitted by Natural Area Holdings Pty Ltd T/A Natural Area Consulting Management Services for Tender 20195, for the Control of Rabbits, Fox and Feral Cat populations within City of Wanneroo Natural Areas, as per the schedule of rates for an initial period of three (3) years, with two (2) twelve (12) month, or part thereof, options to extend at the City's discretion.