

TENDER RECOMMENDATION REPORT

TO: CHIEF EXECUTIVE OFFICER
CC: ACTING MANAGER PARKS AND CONSERVATION
FROM: ACTING DIRECTOR ASSETS
FILE REF: 41642 - 21/79817
DATE: 30 March 2021

**REQUEST FOR TENDER 20227
CONSERVATION WEED CONTROL WITHIN CITY OF WANNEROO NATURAL
AREAS**

Issue

To consider Tender 20227 for Conservation Weed Control within the City's Natural Areas. The initial term of the Contract(s) is for a period of three (3) years with an option to extend for a further twelve (12) month term at the discretion of the City.

Background

The City is seeking to appoint suitably qualified and experienced contractor/s to undertake weed control within Conservation Reserves within the City. Landcare Weed Control previously undertook these works under Contract 01553, which expired in February 2021. Since the expiry of this contract, the City has sought quotations.

The Conservation weed control contract covers weed control in approximately 140 Reserves of varying size and requires a specific skill set and knowledge of native bushland. Due to the size of the City and the capacity required to fulfil the City's standards for weed control, the City split the weed control into three (3) Separable Portions.

- Separable Portion 1:** Control of Perennial Veldt (*Ehrharta calycina*) and other Grass species;
- Separable Portion 2:** Weed Control within Post Wildfire, Prescribed Burn and Arson sites;
- Separable Portion 3:** Control of Caltrop (*Tribulus terrestris*) and Ad Hoc Weed Control

Detail

Public Tender 20227 for Conservation Weed Control advertised on 12th December 2020 and closed on 12th January 2021.

Three (3) Addenda issued responded to questions raised by Tenderers.

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	March 2021
Expiry Date	March 2024
Extension Permitted	Yes, One (1) twelve (12) month, or part thereof

Tender submissions received from the following companies:

Legal Name	Trading Name	Abbreviation
Environmental Industries Pty Ltd	Environmental Industries	EI
Natural Area Holdings Pty Ltd	Natural Area Consulting Management Services	NAMS
John Derrick Lodge	Landcare Weed Control	Landcare
UGC Holdings Pty Ltd	UGC Group	UGC
Sanpoint Pty Ltd	LD Total	LD Total

The Tender Evaluation Panel (**Panel**) comprised:

- Coordinator Trees & Conservation
- Conservation Technical Officer
- Environmental Assets Officer
- Coordinator Safety Systems

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.

Evaluation of Tender submissions was in accordance with the Procurement and Evaluation Plan (**PEP**) and included the following selection criteria:

Q	Criteria	Weighting	Schedule Reference
1	Sustainable (Corporate Social Responsibility) Procurement	25%	3A, 3B, 3C, 3D

	a. <i>Environmental Considerations</i> 5% b. <i>Buy Local</i> 15% c. <i>Reconciliation Action Plan</i> 2.5% d. <i>Disability Access & Inclusion</i> 2.5%		
2	*OSH	20%	2
3	*Demonstrated experience of tenderer and personnel performing the services#	30%	3E
4	*Methodology, resources and capacity for maintenance services#	25%	3E

* Minimum acceptable scores are required for each of the mandatory qualitative criteria.

Due to the vast difference in skillset and resources required for each Separable Portion, tender submissions for qualitative criteria (3) and (4) above, assessed against each individual tenderer for each of the three (3) Separable Portions.

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 (15%)

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 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 included within the Tender documentation.

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

Tenderer	Ranking
EI	1
LD Total	2
NAMS	3
Landcare	4
UGC	5

Evaluation Criteria 2 - Tenderer's Safety (20%)

Evidence of safety and quality management policies and practices 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
NAMS	1
LD Total	1
EI	1
UGC	4
Landcare	5

All tenderers achieved the minimum acceptable qualitative score for this criterion.

Assessment against each of Separable Portions 1, 2 and 3.

Evaluation Criteria 3 – Demonstrated experience of tenderer and personnel performing the services (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 for each individual separable portion:

Separable Portion 1 – Veldt / Grass Control

Tenderer	Ranking
NAMS	1
Landcare	2
EI*	3
UGC*	3
LD Total*	3

* EI, UGC and LD Total failed to achieve the minimum acceptable score for this criterion.

Separable Portion 2 – Post Burn site Weed Control

Tenderer	Ranking
NAMS	1
Landcare	2
EI*	3
UGC*	3
LD Total*	3

* EI, UGC and LD Total failed to achieve the minimum acceptable score for this criterion.

Separable Portion 3 – Ad Hoc Weed Control

Tenderer	Ranking
NAMS	1
Landcare	1
EI	3
UGC*	4
LD Total*	4

* UGC and LD Total failed to achieve the minimum acceptable score for this criterion.

Evaluation Criteria 4 - Tenderer’s Methodology, resources and capacity for maintenance services (25%)

Assessment of this evaluation criterion considered the tenderer’s ability to demonstrate their understanding of weed control methodology for each maintenance schedule.

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 for each individual separable portion:

Separable Portion 1 - Veldt / Grass Control

Tenderer	Ranking
NAMS	1
Landcare	2
UGC	3
EI*	4
LD Total*	4

* EI and LD Total failed to achieve the minimum acceptable score for this criterion.

Separable Portion 2 - Post Burn site Weed Control

Tenderer	Ranking
NAMS	1
Landcare	2
UGC	3
EI*	4
LD Total*	4

* EI and LD Total failed to achieve the minimum acceptable score for this criterion.

Separable Portion 3 - Ad Hoc Weed Control

Tenderer	Ranking
NAMS	1
Landcare	2
UGC	3
EI	4
LD Total*	5

*LD Total failed to achieve the minimum acceptable score for this criterion.

Overall Qualitative Weighted Assessment and Ranking

The overall qualitative weighted assessment resulted in the following ranking for each individual separable portion:

Separable Portion 1 - Veldt / Grass Control

Tenderer	Ranking
NAMS	1
Landcare	2
EI*	3
LD Total*	4
UGC*	5

*EI, LD Total and UGC failed to achieve the minimum acceptable score for at least one of the qualitative criteria for this Separable Portion, and did not proceed to the Value for Money Assessment.

Separable Portion 2 - Post Burn site Weed Control

Tenderer	Ranking
NAMS	1
Landcare	2
EI*	3
LD Total*	4
UGC*	5

*EI, LD Total and UGC failed to achieve the minimum acceptable score for at least one of the qualitative criteria for this Separable Portion, and did not proceed to the Value for Money Assessment.

Separable Portion 3 - Ad Hoc Weed Control

Tenderer	Ranking
NAMS	1
Landcare	2
EI	3
LD Total***	4
UGC***	5

*LD Total and UGC failed to achieve the minimum acceptable score for at least one of the qualitative criteria for this Separable Portion, and did not proceed to the Value for Money Assessment.

Price Assessment (Not Weighted)

The price assessment was undertaken for those tenderers who progressed to the Value for Money Assessment and is based on a schedule of rates pricing supplied by

Tenderers utilising a price matrix of all anticipated works over the contract period to provide an overall estimated contract cost for each Separable Portion.

Price Assessment Separable Portion 1 (Control of Perennial Veldt (*Ehrharta calycina*) and other grass species)

Tenderer	Ranking
Landcare	1
NAMS	2

Price Assessment Separable Portion 2 (Weed Control within post wildfire, prescribed burn and arson sites)

Tenderer	Ranking
Landcare	1
NAMS	2

Price Assessment Separable Portion 3 (Control of Caltrop (*Tribulus terrestris*) and Ad Hoc Weed Control)

Tenderer	Ranking
Landcare	1
EI	2
NAMS	3

Overall Value for Money Assessment and Comment

Although NAMS achieved the highest ranking in the overall Qualitative criteria for all Separable Portions. Based on a combination of both price and qualitative scores, Landcare ranked the highest in the Relative Value for Money assessment for each of the Separable Portions. Due to Landcare's current commitments and resourcing as outlined in their tender submission, the City held a meeting with Landcare to ensure their capacity to undertake works required for all three Separable portions as specified in the Scope and Specification.

Following a face-to-face meeting with Landcare, the panel was not convinced that they were able to provide assurance of their capacity to meet the requirements of undertaking all Separable Portions simultaneously. The panel consensus was Landcare's current commitments and resourcing as outlined in their tender submission and consequent meeting with the City would allow them to complete 2 Separable Portions simultaneously to the standard and within the timeframes required by the City. The following is a summary for each Separable Portion.

Separable Portion 1 control of Perennial Veldt Grass and other Grasses –

Although Landcare ranked highest in the Value for Money Assessment. The Panel's assessment of Landcare's resources and capacity determined that they do not have capacity to undertake all Separable Portions simultaneously.

As the tender submission from NAMS demonstrates they have the resources and capacity to complete the works, and the Relative Value for Money Assessment for this portion provided the lowest percentage price differential of all Separable Portions, they are recommend as the successful tenderer for Separable Portion 1.

Separable Portion 2 Weed Control within post wildfire, prescribed burn and arson sites

The tender submission from Landcare satisfied the overall Value for Money Assessment for Separable Portion 2 and Landcare is recommended as the successful tenderer for Separable Portion 2.

Separable Portion 3 Control of Caltrop (*Tribulus terrestris*) and Ad Hoc Weed Control

The tender submission from Landcare satisfied the overall Value for Money Assessment for Separable Portion 3 and Landcare are recommended as the successful tenderer for Separable Portion 3.

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	Risk Rating
CO-008 Contract Management	Moderate

20227 – Provision of Conservation Weed Control within the City of Wanneroo

Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage
Risk Title	Risk Rating
CO-O11 People Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage
Risk Title	Risk Rating
CO-O17 Financial Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage
Risk Title	Risk Rating
CO-O20 Productive Communities	Moderate
Accountability	Action Planning Option
Director Community and Place	Manage
Risk Title	Risk Rating
CO-O22 Environmental Management	Moderate
Accountability	Action Planning Option
Director Planning and Sustainability	Manage
Risk Title	Risk Rating
CO-O23 Safety of Community	Moderate
Accountability	Action Planning Option
Director Community and Place	Manage

Financial and Performance Risk

Financial Risk

Separable Portion 1

A financial risk assessment undertaken as part of the tender evaluation process determined that NAMS assessed with a 'Very Strong' financial capacity to meet the requirements of the contract. This assessment has taken into account financial, operational and industry related impacts of the COVID-19 pandemic.

Separable Portions 2 and 3

A financial risk assessment undertaken as part of the tender evaluation process determined that Landcare assessed with a 'satisfactory' financial capacity to meet the requirements of the contract. This assessment has taken into account financial, operational and industry related impacts of the COVID-19 pandemic.

Performance Risk

Separable Portion 1

Independent reference checks have indicated that NAMS has completed similar works within Western Australia with minimal issues and to a high standard.

Separable Portion 2 and 3

Independent reference checks have indicated that Landcare has completed similar works within Western Australia with minimal issues and to a high standard.

Policy Implications

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

Financial (Budget) Implications

The costs associated with the Conservation Weed Control within City of Wanneroo Natural Areas are included within the Parks and Conservation Management 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 Separable Portion One (1) and John Derrick Lodge T/A Landcare Weed Control for Separable Portions Two (2) and Three (3) against Tender 20227 for Conservation Weed Control, as per the schedule of rates for a period of three (3) years, with one (1) twelve (12) month, or part thereof, option to extend at the City's discretion.