

TENDER RECOMMENDATION REPORT

TO: CHIEF EXECUTIVE OFFICER

CC: MANAGER PARKS AND CONSERVATION MANAGEMENT

FROM: DIRECTOR ASSETS

FILE REF: 21/165294

DATE: 13 May 2021

**TENDER 21054: IRRIGATION REPLACEMENT FOR ANCHORAGE DRIVE
MINDARIE STAGE 3**

Issue

To consider Tender 21054 - Irrigation Replacement for Anchorage Drive Mindarie, Stage 3.

Background

The irrigation infrastructure at Anchorage Drive, Mindarie is at the end of its maintainable life and is due for replacement.

These works form the final stage to complete the replacement of the irrigation system connected to the bores located within Bayport and Anchorage Parks. Stage One was successfully completed in 2018/19 and Stage Two in 2019/20.

Detail

Tender 21054 was advertised on 13 March 2021 and closed on 30 March 2021. There were two addenda issued.

Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Minor Woks
Contract Type	Fixed Lump Sum
Contract Duration	12 Weeks
Commencement Date	May 2021
Expiry Date	July 2021
Extension Permitted	Nil

Tender submissions received from the following companies:

Legal Name	Trading Name	Abbreviation
Environmental Irrigation Pty Ltd	Think Water Perth	Think Water
Horizon West Landscape and Irrigation Pty Ltd	Horizon West Landscape and Irrigation	Horizon West

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

- Irrigation Project Officer, Assets Maintenance
- Technical Officer Turf and Irrigation, Assets Maintenance
- Technical Officer Contract Administrator,
- Occupational Health and Safety Officer, People and Culture

Probity Oversight

William Buck Consulting (WA) Pty Ltd provided probity oversight to the assessment process. Refer to the Confidential Attachment for reference to the Final Probity Advisor Report.

Tender submissions assessed in accordance with the Procurement and Evaluation Plan (PEP) including the following selection criteria:

Item No	Description	Weighting
	Price (assessed under Value for Money)	Not Weighted
1	Sustainable Procurement <ul style="list-style-type: none">• Environmental Considerations (5%)• Buy Local (10%)• Reconciliation Action Plan (5%)• Disability Acces and Inclusion (5%)	20%
2	OSH demonstrated working documents	25%
3	Demonstrated experience of tenderer and personnel installing commercial irrigation	25%
4	Methodology, resources and capacity to complete the works within the required timeframe	30%

Pricing is not included in the qualitative criteria and is considered as part of the overall value for money assessment. Tenderers must achieve a minimum acceptable qualitative score (as determined by the City).

Both tender submissions received were accepted as conforming.

Pricing for Works Offered (Not weighted)

An assessment was made to determine the ranking based on the lump sum pricing as provided with the tender documentation. The assessment determined the ranking for each tenderer. Please refer to the Confidential Attachment for details on lump sum pricing.

Tenderer	Ranking
Think Water	1
*Horizon West	2

*Horizon West failed to include all required items within their lump sum pricing, with

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a number of exclusions listed within their submission, therefore they did not proceed to the overall Value for Money assessment but were assessed against the qualitative criteria.

Evaluation Criteria 1 – Sustainable Procurement (20%)

Environmental Considerations (5%)

An assessment determined the ranking based on the Tenderers Environmental Policy and Practices

The assessment of this sub-criteria resulted in the following ranking:

Tenderer	Ranking
Think Water	1
Horizon West	1

Buy Local (10%)

Assessment of the tenderers responses to the City of Wanneroo Buy Local Questionnaire included within the tender documentation.

The assessment of this sub-criteria resulted in the following ranking:

Tenderer	Ranking
Horizon West	1
Think Water	2

Reconciliation Action Plan (RAP) (2.5%)

Assessment of the tenderers responses as to how they contribute to the City of Wanneroo RAP outcomes.

The assessment of this sub-criteria resulted in the following ranking:

Tenderer	Ranking
Think Water	1
Horizon West	2

Access & Inclusion Plan (AIP) (2.5%)

An assessment determined the ranking based on the tenderers access and inclusion practices.

The assessment of this sub-criteria resulted in the following ranking:

Tenderer	Ranking
Think Water Perth	1
Horizon West Landscape and Irrigation	2

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

Tenderer	Ranking
Think Water	1
Horizon West	2

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Evaluation Criteria 2 – Occupational Health & Safety (25%)

Evidence of safety management policies and practices was assessed from the tender submissions. The assessment for safety management was 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
Horizon West	1
Think Water	2

Evaluation Criteria 3 - Demonstrated experience of tenderer and personnel installing commercial irrigation (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. The assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
Horizon West	1
Think Water	2

Evaluation Criteria 4 - Methodology, resources and capacity to complete the works within the required timeframe (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. The assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
Horizon West	1
Think Water	2

Overall Qualitative Weighted Assessment and Ranking

Tenderer's submissions were reviewed 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.
- The tender submissions were evaluated in accordance with the qualitative criteria and weightings as detailed in the Procurement and Evaluation Plan,

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and assessed against sustainable procurement, relevant experience and safety management systems required to undertake contract requirements.

The overall qualitative weighted assessment resulted in the following tenderer ranking:

Tenderer	Ranking
Horizon West	1
Think Water	2

Value for Money Assessment

Although both Horizon West and Think Water met the minimum baseline for the mandatory Qualitative Criteria, Horizon West did not provide pricing for all required items.

Think Water met the requirements to proceed to a Value for Money Assessment which identified that Think Water's offer demonstrated value for money. The Confidential Memo to this recommendation provides further details to the value for money assessment undertaken.

Overall Assessment and Comment

The tender submission from Think Water has achieved the qualitative standard required and provides the best overall value for money outcome 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

Consultation with project stakeholders and the local community will occur prior to the commencement of installation works. This will be undertaken through onsite signage, notification of works notices and updates to the City's website.

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 2017/208 – 2026/2027:

3.1.1 Minimise impacts of climate change

3.1.3 - Proactively manage the scarcity of water through Sustainable local water management strategies.

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3.2.1 Maximise the environmental value of beaches, nature reserves and parklands

Enterprise Risk Management Considerations

- CO-001 Relationship Management
- CO-004 Asset Management
- CO-008 Contract Management
- CO-013 Workplace Health and Safety
- CO-022 Environmental Factors

Financial and Performance Risk

Financial Risk

A financial risk assessment was undertaken recently and the outcome of this independent assessment was reviewed by the City’s Strategic Finance Service Unit. Strategic Finance has assessed Thinkwater as having the financial capacity to meet the requirements of the contract. Payment for these works will only be made on satisfactory completion of the works.

Performance Risk

Think Water has demonstrated the capacity and experience to deliver the tender works effectively based on their previous recent contracts with the City and other Local Councils.

Independent reference checks have also indicated that the recommended tenderer has the relevant experience and capacity 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

If Capital Works:

Based on the tenderer’s lump sum, the historic quantity, types of construction works carried out and the capital projects program, a calculation was made to determine the total annual estimated value of the works for the contract period which is accommodated in the existing PR1661 2020/21 capital works budget.

PR-1661 (2020/21)

Description	Expenditure	Budget
Budget:		
Allocated Capital Works Budget for 2020/21 (PR-1661)		\$1,050,000
Expenditure:		
Expenditure incurred to date in 2020/21	\$471,449	
Commitment to date	\$48,265	
Project Management	\$34,401	

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PR-1661 (2020/21)

Description	Expenditure	Budget
Tender 21054 (this Tender)	\$314,100	
Total Expenditure YTD	\$868,215	
Total Funding	\$1,050,000	\$1,050,000
Funds to be used for other components of PR-1661 (2020/21)		\$181,785

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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 Environmental Irrigation Pty Ltd T/A Think Water Perth for Tender 21054 for Irrigation Replacement for Anchorage Drive Stage 3 for the Fixed Lump Sum price of \$314,100.