

## **TENDER RECOMMENDATION REPORT**

**TO:** CHIEF EXECUTIVE OFFICER  
**CC:** MANAGER INFRASTRUCTURE CAPITAL WORKS  
**FROM:** DIRECTOR ASSETS  
**FILE REF:** 42075 21/397359(v4)  
**DATE:** 21 SEPTEMBER 2021

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### **TENDER 21174: CONSTRUCTION OF WLCC ADULT CHANGING PLACE**

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#### **Issue**

To consider Tender No. 21174 for the construction of a new adult changing place and a new ACROD bay at the Wanneroo Library and Cultural Centre (WLCC).

#### **Background**

A survey in 2016 indicated approximately 3.5% (6,504 people) of the City's population reported having a severe or profound disability requiring some form of support in their day-to-day lives. Toileting for people with severe disability requires specific facilities and the assistance of a carer.

The City currently does not offer specific toilet and change facilities in the municipality in close proximity to the Wanneroo Library and Civic Centre to support physically challenged people participate in everyday activities. People with high support needs are either limited to the time spent participating in basic community activities or are required to be changed on the floor of a standard accessible toilet.

The aim of this project is to improve the accessibility of City of Wanneroo facilities and the City's Access and Inclusion Plan 2018/19 – 2021/22 commits to 'Increase the availability of Changing Places facilities within the City of Wanneroo' (Action 2.1a).

A Changing Place is a changeroom / toilet that provides suitable functionality for people who cannot use standard accessible toilets. It is specially equipped for people with high support needs and includes, but not limited to, the following facilities:

- a height-adjustable adult-sized change table
- a constant-charging ceiling track hoist system –
- a centrally located peninsula toilet
- circulation spaces as defined in the design specifications
- an automatic door with a clear opening of 950mm at a minimum
- a privacy screen

## Tender 21174: Construction of WLCC Adult Changing Place

This project will include the construction of a Changing Place, service connections, realignment of the pathways leading to the Changing Place facility and provision of an ACROD bay along Dundobar Road.

This project has secured LRCIP (Local Roads & Community Infrastructure Projects) Phase 2 funding and is required to be completed by 31 December 2021.

### Detail

Tender 21174 for the construction of a Changing Place Facility and new ACROD bay was advertised on 31 July 2021 and closed on 17 August 2021. Two addenda were issued during the tender period to adjust the Provisional Sum amount for Signage and also advise that the City and the Architect has no objective to alternative suppliers of products which meet the required specification and documents issued in the RFT document.

The works were designed in two stages (SP1 - Changing Place Facility and SP2 - ACROD Bay). Given the volatility of the current construction industry, the tender sought prices for the individual stages, but with the intent to construct both stages simultaneously should the submissions be in keeping with construction pre-tender estimates. This report recommends the construction of both stages simultaneously to complete the project.

Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Minor Works
Contract Type	Lump Sum
Contract Duration	16 Months (including DLP)
Commencement Date	September 2021
Expiry Date	December 2022 (end of DLP)
Extension Permitted	Nil
Rise and Fall	N/A

Tender submissions were received from the following companies:

Legal Name	Trading Name	Abbreviation
Geared Construction Pty Ltd	Geared Construction Pty Ltd	Geared
Marawar Pty Ltd	Marawar Pty Ltd	Marawar
Tyrone Living Pty Ltd	Tyrone Living Pty Ltd	Tyrone

The Tender Evaluation Panel (TEP) comprised:

- Coordinator Facility Projects – Facility Projects
- Project Manager Infrastructure Capital works – Facility Projects

- Coordinator Community Planning and Development – Community Planning and Development
- Coordinator Safety Systems – Safety and Injury Management
- SITE Architecture Studio (as non-voting technical support)

**Probity Oversight**

Oversight to the tender assessment process was undertaken by the City’s Acting Strategic Procurement Advisor.

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 Procurement a. Environmental Considerations (5%) b. Buy Local (10%) c. Reconciliation Action Plan (2.5%) d. Disability Access & Inclusion (2.5%)	20%
2	*OSH	20%
3	*Methodology & Programme	25%
4	*Experience	15%
5	*Resources and Capacity	20%

Tenderers must achieve a minimum acceptable qualitative score (as determined by the City) and for each of qualitative criteria detailed above (\*) to be considered for further evaluation.

The tender submissions received from Geared, Marawar and Tyrone, were deemed to be conforming.

**Evaluation Criteria 1 – Sustainable Procurement (20%)**

**Environmental Considerations (5%)**

The following environmental consideration ranking was attained based on CO<sup>2</sup> emission, water efficiency, bio-diversity conservation, environmental management, waste and recycling with the following ranking:

Tenderer	Ranking
Geared	1
Tyrone	2
Marawar	3

**Buy Local (10%)**

The Buy Local assessment based on five questions to determine a ranking with following ranking:

Tenderer	Ranking
Geared	1

Marawar	2
Tyrone	3

**Reconciliation Action Plan (RAP) (2.5%)**

The RAP assessment based on opportunity creation, respect, inclusion, equal opportunity and other initiatives for employment of native Australians with the following ranking:

Tenderer	Ranking
Marawar	1
Geared	2
Tyrone	3

**Access & Inclusion Plan (AIP) (2.5%)**

The AIP assessment based on the respondent's approach to AIP policy and practices which achieved the following ranking:

Tenderer	Ranking
Marawar	1
Geared	2
Tyrone	2

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

Tenderer	Ranking
Geared	1
Marawar	2
Tyrone	3

**Evaluation Criteria 2 – OSH - Tenderer's Safety Management Systems (20%)**

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
Marawar	1
Geared	2
Tyrone*	3

\*Tyrone failed to meet the City's minimum requirements for this criterion

**Evaluation Criteria 3 - Tenderer's methodology and programme (25%)**

Assessment of the tenderers' methodology and programme to evaluate their understanding of the project and capability to deliver the works on schedule and on budget. The assessment of this criterion has resulted in the following ranking:

<b>Tenderer</b>	<b>Ranking</b>
Geared	1
Marawar	2
Tyrone	2

**Evaluation Criteria 4 - Tenderer's relevant experience in delivering similar projects (15%)**

The tenderers' 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:

<b>Tenderer</b>	<b>Ranking</b>
Geared	1
Marawar	2
Tyrone	3

**Evaluation Criteria 5 – Tenderer's resources and capacity to meet the requirements of the Contract (20%)**

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:

<b>Tenderer</b>	<b>Ranking</b>
Geared	1
Marawar	2
Tyrone	3

**Overall Qualitative Weighted Assessment and Ranking**

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

<b>Tenderer</b>	<b>Ranking</b>
Geared	1
Marawar	2
Tyrone*	3

\*Tyrone failed to meet the City's minimum requirements for the OSH criterion.

**Tendered Lump Sum Price Ranking**

Combined lump sum prices for Separable Portion 1 and 2 were ranked as detailed in the table below:

<b>Tenderer</b>	<b>Ranking</b>
Marawar	1
Geared	2
Tyrone	3

### **Relative Value for Money (RVFM) Assessment**

The combined assessment of Price vs Qualitative Scores on a relative value for money basis for combined Separable Portion 1 and 2 resulted in the following tenderer ranking (highest to lowest): Tyrone did not progress to the RVFM assessment due to failing to meet the OSH criterion.

<b>Tenderer</b>	<b>Ranking</b>
Geared	1
Marawar	2

### **Overall Assessment and Comment**

Geared ranked highest in providing the best Relative Value for Money for the City, and recommended as the successful tenderer. The tenderer's submission contained the following key observations:

- Geared is located within the City (i.e. Gnangara) and 25% of its employees are based in the City. Furthermore, they aim to procure goods and services from local businesses within the City;
- Geared has previously successfully delivered several projects for the City;
- Geared has demonstrated excellent understanding of the project methodology, programme and has confirmed that the works can be completed before the 31 December 2021 which is the Local Roads & Community Infrastructure Project (LRCIP) grant deadline.
- Marawar's completion date from the proposed contract award date of 28 September 2021 will result in the works being completed in late January 2022, which does not meet the LRCIP grant deadline of 31 December 2021.

### **Consultation**

Consultation has been undertaken with the relevant stakeholders throughout the design process to ensure that user requirements are met. Communication with both internal and external stakeholders will continue throughout the duration of the construction works in the form of posters, website updates and notification to nearby residents / businesses.

### **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 1: - An inclusive and accessible City with places and spaces that embrace all  
Priority 1.3 Facilities and activities for all*

- *Wanneroo will have easy to access facilities that provide opportunities for people to take part in a range of activities regardless of their age or ability.*

### Enterprise Risk Management Considerations

<b>Risk Title</b>	<b>Risk Rating</b>
CO-O20 Productive Communities	Moderate
<b>Accountability</b>	<b>Action Planning Option</b>
Director Community & Place	Manage

### Financial and Performance Risk

#### Financial Risk

A financial risk assessment was undertaken as part of the tender evaluation process and the outcome of this independent assessment advised that Geared has been assessed with a 'Satisfactory' financial capacity to meet the requirements of the contract. Provision of security in the form of bank guarantees is also a requirement of the contract.

#### Performance Risk

Geared has previously completed a number of successful projects for the City and overall internal feedback from within the City has been positive.

#### Operational Risk

The project management framework for risk assessment will identify the operational risk mitigation strategies for implementation.

Prior to commencement of the works, the appointed contractor will be inducted into the City's OSH system and to the project site. Ongoing auditing of the contractor's work practices during the course of the works will be undertaken to ensure compliance with the operational health and safety requirements of the City.

### Policy Implications

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

### Financial (Budget) Implications

Based on the tenderer's lump sum, the expenditure for the project is summarised below and is contained within the existing 21/22 capital works budget.

PR-4309 PMO21021 CONSTRUCTION OF WLCC ADULT CHANGING PLACE		
Description	Expenditure	Budget
<b>Budget:</b>		

Tender 21174: Construction of WLCC Adult Changing Place

**PR-4309 PMO21021 CONSTRUCTION OF WLCC ADULT CHANGING PLACE**

<b>Description</b>	<b>Expenditure</b>	<b>Budget</b>
PR4309 - LRCIP Phase 2 grant		\$270,000
PR4309 – Municipal		\$20,000
<b>Expenditure:</b>		
Expenditure incurred to date	\$39,227	
Commitment to date	\$12,848	
Project Management	\$6,929	
Other fees	\$0	
Construction (this tender)	\$230,996	
Contingency	\$0	
<b>Total Expenditure</b>	<b>\$290,000</b>	
<b>Total Funding</b>		<b>\$290,000</b>



Tender 21174: Construction of WLCC Adult Changing Place

**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 Geared Construction Pty Ltd for Tender 21174; Constructon of WLCC Adult Changing Place, as per the tender submission fixed lump sum of \$230,996.18 (Exc GST) for Separable Portion 1 - Changing Place and Separable Portion 2 - ACROD Bay).