



TENDER RECOMMENDATION REPORT

TO: CHIEF EXECUTIVE OFFICER
FROM: DIRECTOR ASSETS
FILE REF: 43097: 21/437251
DATE: 9 November 2021

TENDER 21144 - SUPPLY OF FERTILISERS, WETTING AGENTS, PESTICIDES AND TURF SEED

Issue

To consider Tender 21144 – Supply of Fertilisers, Wetting Agents, Pesticides and Turf Seed for a Period of Two (2) Years.

Background

Fertilisers, Wetting Agents, Pesticides and Turf Seed were previously supplied to the City under Contract 18296. This Contract commenced in August 2019 and expired in August 2021. Short term quotations have sourced products in the interim.

Due to the continuous need for the supply of fertilisers, wetting agents, pesticides and turf seed for use by City staff and application by City contractors and the wide variety of products utilised, a longer term supply contract is seen as the most time efficient and cost effective method of procuring these goods.

The Tender document as advertised provided for a large variety of products to be utilised so that City staff may ensure they have access to the correct product for each application.

Detail

Tender 21144 – Supply of Fertilisers, Wetting Agents, Pesticides and Turf Seed was advertised on 7 August 2021 and closed on 24 August 2021. One (1) Addenda was issued which provided clarification to the pricing schedule.

The Tender was advertised forty separable portions due to the wide range of products, differing manufacturers and different supplier access to these manufacturers' products. The Tender was structured in this way to enable separable portions to be awarded to a number of suppliers as required and provide the City with the best value for money option for each product.

Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Goods and Services
Contract Type	Schedule of Rates
Contract Duration	2 Years
Commencement Date	November 2021
Expiry Date	November 2023
Extension Permitted	Nil

Tender submissions were received from the following companies:

Legal Name	Trading Name	Abbreviation
Amgrow Australia Pty Ltd	Nuturf	Nuturf
A.K.C. Pty Ltd	Baileys Fertilisers	Baileys
GREENSHED Pty Ltd	Living Turf	Living Turf
Greenway Turf Solutions Pty Ltd	Greenway Turf Solutions	Greenway
Green Workz Pty Ltd	Green Workz	Green Workz

The Tender Evaluation Panel comprised:

Coordinator Parks Technical

Project Officer Irrigation

Project Officer - Construction

Coordinator Safety Systems

Probity Oversight

Oversight to the tender assessment process was undertaken by an external Probity Adviser (William Buck Consulting (WA) Pty Ltd) and in conjunction with the City's Contracts Officer.

Tender Evaluation

The 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 (Corporate Social Responsibility) Procurement a. Environmental Considerations 5% b. Buy Local 10% c. Reconciliation Action Plan 2.5% d. Disability Access & Inclusion 2.5%	20%
2	*Occupational Safety and Health	10%
3	*Demonstrated experience supplying Fertilisers, Wetting Agents, Pesticides and Turf Seed within Western Australia	35%
4	*Capacity to supply products within specified timeframes	35%

Tenderers 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.

All tenders were accepted on the basis that they were compliant and worthy of inclusion in the tender evaluation process.

Evaluation Criteria 1 – Sustainable Procurement (20%)

Evidence of Sustainable (Corporate Social Responsibility) Procurement was assessed based on the Tenderers' responses provided within the Questionnaires provided in Schedules 3A, 3B, 3C and 3D that were included in the tender documentation.

Sub Criteria a) - Environmental Considerations (sub weighting 5%)

The City is committed to procuring goods and services that provide the most positive environmental, social and economic impacts over the entire life cycle of a product or service. Respondents are encouraged to provide credentials of any environmental claims of the goods and/or services submitted in this quote.

All tenderers provided adequate details of their environmental considerations within Schedule 3A, with the following ranking:

Tenderer	Ranking
Baileys	1
Nuturf	2
Green Workz	3
Greenway	4
Living Turf	5

Sub Criteria b) - Buy Local (sub weighting 10%)

An assessment was made based on the response provided, detailing the following information:

- Purchasing arrangements through local businesses;
- Location of respondents' offices and workshops;
- Residential addresses of staff and company addresses of subcontractors;
- Requirement for new employees arising from award of the contract.

All tenderers provided details of their "Buy Local" considerations within Schedule 3A, with the following ranking:

Tenderer	Ranking
Nuturf	1
Baileys	2
Green Workz	3
Greenway	3
Living Turf	5

Sub Criteria c) - Reconciliation Action Plan (RAP) (sub weighting 2.5%)

An assessment was made to determine the ranking based on the responses provided that relate to:

- RELATIONSHIPS - building positive relationships between indigenous and non-indigenous people
- RESPECT – recognising the contribution of Indigenous people to Australia and learning more about the history, culture and diversity in a two-way communication process
- OPPORTUNITIES – attracting, developing and retaining organisational talent to build opportunities for aboriginal employment, training, and development and mentoring.

All tenderers provided information specifying differing levels of actions in relation to indigenous reconciliation action with assessment resulting in the following ranking:

Tenderer	Ranking
Nuturf	1
Greenway	2
Baileys	3
Green Workz	4
Living Turf	5

Sub Criteria d) - Access & Inclusion Plan (AIP) (sub weighting 2.5%)

An assessment was made to determine the ranking based on the responses provided that relate to:

- People with disabilities having the same buildings and facilities access opportunities as other people.
- People with disabilities receiving information in a format that will enable them to access information as readily as other people are able to access it.
- People with disabilities receiving the same level and quality of service from staff as other people receive.
- People with disabilities having the same opportunities as other people to make complaints.
- People with disabilities having the same opportunities as other people to participate in any employment opportunities.

All tenderers provided information specifying differing levels of consideration for access and inclusion provisions with assessment resulting in the following ranking:

Tenderer	Ranking
Green Workz	1
Greenway	2
Nuturf	2
Baileys	4
Living Turf	5

Overall Sustainable Procurement Ranking Summary

The following presents the overall Sustainable Procurement criterion ranking:

Tenderer	Ranking
Nuturf	1
Baileys	2
Greenway	3
Green Workz	3
Living Turf	5

Evaluation Criteria 2 – Tenderer’s Occupational Safety and Health Management (10%)

Evidence of safety management plans and policies defined in all tenderer’s submissions was duly assessed and the assessment of safety management practices was also based on the respondents’ responses to an Occupational Health and Safety Management System Questionnaire included within the tender documentation.

The tenderers were ranked as shown below under this criterion:

Tenderer	Ranking
Nuturf	1
Living Turf	2
Greenway	2
Baileys	2
*Green Workz	5

*Green Workz failed to achieve the minimum acceptable qualitative score for the Occupational Health and Safety Management System evaluation criterion.

Evaluation Criteria 3 – Demonstrated experience supplying Fertilisers, Wetting Agents, Pesticides and Turf Seed within Western Australia (35%)

The tenderers’ relevant experience in demonstrating the achievement of meeting client expectations as presented in their tender submissions was assessed in order to evaluate their capability to meet the requirements of the contract. Assessment of the tender submissions against this criterion closely examined the tendering entity’s credentials to fulfil the requirements of the contract. The tenderers were ranked as shown below under this assessment criterion:

Tenderer	Ranking
Living Turf	1
Nuturf	1
Greenway	1
Baileys	1
Green Workz	5

Evaluation Criteria 4 – Capacity to supply products within specified timeframes (35%)

The tenderers' capacity and resources as presented in their tender submissions were assessed in order to evaluate their capacity to meet the requirements of the contract. Assessment against this criterion considered the tenderers' staff resources, vehicles, plant/equipment and supply approach to manage the contract.

The tenderers were ranked as shown below under this assessment criterion:

Tenderer	Ranking
Baileys	1
Nuturf	2
Living Turf	3
Greenway	4
*Green Workz	5

*Green Workz failed to achieve the minimum acceptable qualitative score for the Capacity evaluation Criteria

Overall Qualitative Weighted Assessment

Tenderer	Ranking
Baileys	1
Nuturf	2
Greenway	3
Living Turf	4
*Green Workz	5

*Green Workz failed to achieve an acceptable minimum score to at least one of qualitative criteria and did not proceed to the Value for Money Assessment.

Price Assessment

Due to the large number of separable portions price comparisons were undertaken on each individual separable portion. Further details of individual pricing is available in the Confidential Memo.

Value for Money Assessment

The combined assessment of Price vs Qualitative Scores on an overall value for money basis resulted in the following outcomes for each Separable Portion and individual price schedule.

Based on the results of the overall weighted qualitative criteria and the assessed schedule of rates, the following value for money outcome and recommended tenderer results:

Price Schedule 1A - PESTICIDES	Recommended Tenderer
Separable Portion 1	Living Turf
Separable Portion 2	Nuturf
Separable Portion 3	Nuturf
Separable Portion 4	Greenway
Separable Portion 5	Living Turf
Separable Portion 6	Greenway
Separable Portion 7	Nuturf
Separable Portion 8	Greenway
Separable Portion 9	Nuturf
Separable Portion 10	Living Turf
Separable Portion 11	Living Turf
Separable Portion 12	Greenway
Separable Portion 13	Greenway

Price Schedule 1B - Fertiliser	Recommended Tenderer
Separable Portion 1	Living Turf
Separable Portion 2	Nuturf
Separable Portion 3	Baileys
Separable Portion 4	Nuturf
Separable Portion 5	Living Turf
Separable Portion 6	Nuturf
Separable Portion 7	Living Turf
Separable Portion 8	Nuturf
Separable Portion 9	Living Turf
Separable Portion 10	Living Turf
Separable Portion 11	Greenway

Price Schedule 1C - Seed	Recommended Tenderer
Separable Portion 1	Nuturf
Separable Portion 2	Nuturf
Separable Portion 3	Nuturf
Separable Portion 4	Nuturf
Separable Portion 5	Not recommended for award
Separable Portion 6	Living Turf

Price Schedule 1D - Wetting Agents	Recommended Tenderer
Separable Portion 1	Not recommended for award
Separable Portion 2	Not recommended for award
Separable Portion 3	Not recommended for award
Separable Portion 4	Nuturf
Separable Portion 5	Living Turf
Separable Portion 6	Nuturf
Separable Portion 7	Greenway

Separable Portion 8	Living Turf
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Price Schedule 1E - Miscellaneous	Recommended Tenderer
Separable Portion 1	Not recommended for award
Separable Portion 2	Nuturf
Separable Portion 3	Not recommended for award
Separable Portion 4	Not recommended for award
Separable Portion 5	Not recommended for award
Separable Portion 6	Not recommended for award
Separable Portion 7	Greenway
Separable Portion 8	Not recommended for award
Separable Portion 9	Not recommended for award
Separable Portion 10	Greenway
Separable Portion 11	Not recommended for award
Separable Portion 12	Not recommended for award
Separable Portion 13	Not recommended for award
Separable Portion 14	Not recommended for award
Separable Portion 15	Not recommended for award
Separable Portion 16	Greenway
Separable Portion 17	Greenway
Separable Portion 18	Nuturf
Separable Portion 19	Greenway
Separable Portion 20	Not recommended for award
Separable Portion 21	Greenway

The Confidential Memo provides a detailed breakdown of the overall value for money assessment.

Overall Assessment and Comment

The tender submissions from Bailey's, Nuturf, Greenway and Living Turf satisfied requirements in accordance with the assessment criteria and weightings as detailed in the Procurement and Evaluation Plan.

Consultation

The primary stakeholders within Parks and Conservation Management were engaged in advance of the process to ensure procurement arrangements fully meet operational requirements.

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 5: A well-planned, safe and resilient City that is easy to travel around and provides a connection between people and places.

Priority 5.3 - Manage and maintain assets

Wanneroo will be a City known for having high quality new and existing asset that are well-managed, maintained to be fit for purpose and valued by local communities. The City's assets will be future proofed by design and also provide maximum return on investment into the future.”

Enterprise Risk Management Considerations

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

Due to the expected value of individual contracts and the relatively low risk due to goods not being paid for until fully received and verified, no independent financial risk assessment of recommended suppliers is deemed necessary.

Performance Risk

Independent reference checks were carried out for Bailey's, Nuturf, Greenway and Living Turf. Specifics were undertaken with results identified within the Confidential Memo.

Policy Implications

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

Financial (Budget) Implications

The estimated expenditure across all separable portions is estimated to be \$300,000 per annum. These costs have been accounted for in the Parks and Conservation 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 Tenders submitted as per schedule of rates as follows:

AKC Pty Ltd trading as Baileys Fertilisers
Separable Portion 3 - Schedule 1B3

Amgrow Australia Pty Ltd trading as Nuturf
Separable Portion 2 - Schedule 1A2;
Separable Portion 3 - Schedule 1A3;
Separable Portion 7- Schedule 1A7;
Separable Portion 9 - Schedule 1A9;
Separable Portion 2 - Schedule 1B2;
Separable Portion 4 - Schedule 1B4;
Separable Portion 6 - Schedule 1B6;
Separable Portion 8 - Schedule 1B8;
Separable Portion 1 - Schedule 1C1;
Separable Portion 2 - Schedule 1C2;
Separable Portion 3 - Schedule 1C3;
Separable Portion 4 - Schedule 1C4;
Separable Portion 4 - Schedule 1D4;
Separable Portion 6 - Schedule 1D6;
Separable Portion 2 - Schedule 1E2;
Separable Portion 18 - Schedule 1E18;

Greenway Turf Solutions Pty Ltd
Separable Portion 4 - Schedule 1A4;
Separable Portion 6 - Schedule 1A6;
Separable Portion 8 - Schedule 1A8;
Separable Portion 12 - Schedule 1A12;
Separable Portion 13 - Schedule 1A13;
Separable Portion 11 -Schedule 1B11;
Separable Portion 7 - Schedule 1D7;
Separable Portion 7 - Schedule 1E7;
Separable Portion 10 - Schedule 1E10;
Separable Portion 16 - Schedule 1E16;
Separable Portion 17 - Schedule 1E17;
Separable Portion 19 - Schedule 1E19

GREENSHED Pty Ltd trading as Living Turf
Separable Portion 1 - Schedule 1A1;
Separable Portion 5 - Schedule 1A5;
Separable Portion 10 - Schedule 1A10;
Separable Portion 11 - Schedule 1A11;

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Separable Portion 1 - Schedule 1B1;

Separable Portion 5 - Schedule 1B5;

Separable Portion 7 - Schedule 1B7;

Separable Portion 9 -Schedule 1B9;

Separable Portion 10 -Schedule 1B10;

Separable Portion 6 - Schedule 1C6;

Separable Portion 5 - Schedule 1D5;

And in accordance with Delegation 1.1.14 (2) - Choice of Most Advantageous Tender of the Delegated Authority Register DECLINES to accept any other Tenders for the remaining Schedules.