

TENDER RECOMMENDATION REPORT

TO: CHIEF EXECUTIVE OFFICER

CC: MANAGER INFRASTRUCTURE CAPITAL WORKS

FROM: DIRECTOR ASSETS

FILE REF: 24/202040

DATE: 30/08/2024

TENDER 24074 - Renew Tennis Court Surface and Floodlighting at Bellport Park Mindarie

Issue

To consider Tender No: 24074 for the Bellport Park, Mindarie, Renew Tennis Court Surface and Floodlighting.

Background

The tennis facilities and associated flood lighting at Bellport Park, situated at 51 Bellport Parade, Mindarie require renewal due to their condition and higher maintenance costs. The existing tennis court surfacing is cracked and is considered a safety hazard to users.

Detail

Tender 24074 for the Bellport Park Mindarie, Renew Tennis Court Surface and Floodlighting was advertised on 04 May 2024 and closed on 28 May 2024. One (1) addendum was issued responding to a bidder query.

Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Minor Works Contract
Contract Type	Lump Sum
Contract Duration	3 months + 12 months defect liability period
Commencement Date	October 2024
Expiry Date	January 2025
Extension Permitted	Not Applicable

Tender submissions were received from the following companies:

Legal Name	Trading Name	Abbreviation
Civcon Civil and Project Management Pty Ltd	Civcon	Civcon
Hawthorn Group Holdings	Hawthorn Civil and Mining Services	Hawthorn
Programmed Facility Management Pty Ltd	Programmed	Programmed

TENDER 24074 - Bellport Park, Renew Tennis Court Surface and Floodlighting

Probity Oversight

Oversight to the tender assessment process was undertaken by the City's Contracts Officer.

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

No	Qualitative Criteria	Weighting
1	Sustainable (Corporate Social Responsibility) Procurement <ul style="list-style-type: none">• Environmental Considerations 5%• Buy Local 10%• Reconciliation Action Plan 5%• Access & Inclusion 5%	25%
2	* WSH demonstrated working documents	25%
3	*Demonstrated experience of tenderer and personnel performing the services and the construction works	25%
4	*Methodology, resources and capacity for services and construction	25%

All Tenderers must meet the City's minimum requirements (as determined by the City) for each of the qualitative criteria detailed above (*) to be considered for further evaluation.

Pricing is not included in the qualitative criteria and is considered as part of the overall value for money assessment.

Evaluation Criteria 1 – Sustainable Procurement (25%)

Evidence of Sustainable (Corporate Social Responsibility) Procurement was assessed based on the Tenderer's responses provided to the Questionnaires within Schedules 3A, 3B, 3C and 3D which formed part of the tender documentation.

Sub Criteria a) Environmental Considerations (5%)

The City is committed to procuring goods and services that provide 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 tender.

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

Tenderer	Ranking
Civcon	1
Programmed	2
Hawthorn	3

TENDER 24074 - Bellport Park, Renew Tennis Court Surface and Floodlighting

Sub Criteria b) Buy Local (10%)

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

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

Tenderers provided details of their "Buy Local" considerations within Schedule 3B, with the following ranking:

Tenderer	Ranking
Programmed	1
Civcon	2
Hawthorn	3

Sub Criteria c) Reconciliation Action Plan (RAP) (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.

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

Tenderer	Ranking
Programmed	1
Civcon	2
Hawthorn	3

Sub Criteria d) Access & Inclusion Plan (AIP) (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;

TENDER 24074 - Bellport Park, Renew Tennis Court Surface and Floodlighting

- People with disabilities having the same opportunities as other people to participate in any employment opportunities.

Tenderers provided information specifying considerations for access and inclusion provisions with assessment resulting in the following ranking:

Tenderer	Ranking
Programmed	1
Civcon	2
Hawthorn	3

Overall Sustainable Procurement Ranking Summary

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

Tenderer	Ranking
Programmed	1
Civcon	2
Hawthorn	3

Evaluation Criteria 2 - Tenderer's Safety Management Systems (25%)

Evidence of WHS management policies and practices was assessed from the tender submissions. The assessment for safety management was based on the tenderer's responses to a specific questionnaire included within the tender documentation.

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

Tenderer	Ranking
Civcon	1
Hawthorn	2
Programmed	2

Evaluation Criteria 3 - Demonstrated experience of tenderer and personnel performing the services and construction works (25%)

The tenderer's relevant experience in demonstrating the achievement of meeting client expectations as presented in their tender submission were assessed 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	Rank
Civcon	1
Programmed	2
*Hawthorn	3

*Hawthorn did not meet the City's minimum requirements for this criterion.

TENDER 24074 - Bellport Park, Renew Tennis Court Surface and Floodlighting

Evaluation Criteria 4 – Tenderer’s methodology, resources and capacity for services and construction (25%)

The tenderer’s methodology and resources as presented in their tender submission were assessed to evaluate their capacity to meet the requirements of the contract. Assessment of this criterion considered the tenderer’s methodology, staff resources, vehicles, plant/equipment and workshop support to manage the contract. The assessment of this criterion has resulted in the following ranking:

Tenderer	Rank
Civcon	1
Hawthorn	2
Programmed	3

Overall Qualitative Weighted Assessment and Ranking

Tenderer’s submissions were reviewed in accordance with the Procurement and Evaluation Plan. The overall assessment of qualitative weighted criteria resulted in the following ranking:

Overall Qualitative Score	Ranking
Civcon	1
Programmed	2
*Hawthorn	3

*Hawthorn did not meet the City’s minimum requirements for at least one of the mandatory criteria and did not proceed to the value for money assessment.

Pricing for the Works Offered

An assessment was made to determine the ranking based on the lump sum pricing / schedule of rates provided with the tender documentation.

Based on the information provided, tenderers are ranked as follows:

Tenderer	Ranking
Programmed	1
*Hawthorn	2
Civcon	3

Value for Money Assessment

The combined assessment of lump sum price and qualitative criteria resulted in the following tenderer ranking:

Tenderer	Ranking
Programmed	1
Civcon	2

Overall Assessment and Comment

The tender submission from Programmed satisfied the overall value for money assessment in accordance with the assessment criteria and weightings as detailed in

TENDER 24074 - Bellport Park, Renew Tennis Court Surface and Floodlighting

the Procurement and Evaluation Plan and is therefore recommended as the successful tenderer.

Consultation

Prior to construction, stakeholders will be notified on the upcoming on-site works, which will be followed by regular progress updates on key project milestones. Throughout the design and tender phase of the project the City has worked collaboratively with key stakeholders to identify any service impacts and provide practicable arrangements to reduce interruptions to the users.

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.”

Risk Appetite Statement

In pursuit of strategic objective goal 5, we will accept a Medium level of risk in the areas of Community / Reputation & Financial / Commercial impacts. This is to meet community expectations in a more restrictive environment needing flexibility and innovation if community connection is to develop and grow in contrast to social and individual isolation.

Enterprise Risk Management Considerations

Risk Title	Risk Rating	Accountability	Action Planning Option
ST-S23 - Stakeholder Relationships	Medium	Director Corporate Strategy and Performance	Manage
CO-023 Safety of the Community	Medium	Director Community and Place	Manage
ST-S26 Resilient Communities	Medium	Director Community and Place	Manage

Financial and Performance Risk

Financial Risk

A financial risk assessment was undertaken by Equifax Australasia Credit Ratings Pty Ltd as part of the tender evaluation process and the outcome of this independent assessment advised that Programmed is assessed with the financial capacity to meet the requirements of this contract.

TENDER 24074 - Bellport Park, Renew Tennis Court Surface and Floodlighting

Performance Risk

Programmed has confirmed that they have no current proceedings or past proceedings that would materially impact their ability to deliver the services required under this tender. Programmed have proven experience delivering projects of similar nature. The City has reviewed and accepts this confirmation as a satisfactory measure to mitigate performance risk.

Policy Implications

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

Financial (Budget) Implications

PR-4429 FY 24/25

Description	Expenditure	Budget
Budget:		
Municipal Funding		\$600,000
Expenditure:		
Expenditure incurred to date	\$0	
Project Management fees	\$30,000	
Contingency	\$50,000	
Construction Activities:		
Recommended tenderer	\$499,873.19	
Total Expenditure	\$579,873.19	
Total Funding		\$600,000
Surplus	\$20,126.81	

TENDER 24074 - Bellport Park, Renew Tennis Court Surface and Floodlighting

Recommendation:

That the CHIEF EXECUTIVE OFFICER, in accordance with Delegation 1.1.13 - Choice of Most Advantageous Tender of the Delegated Authority Register for the awarding of tenders ACCEPTS the tender submitted by Programmed for TENDER 24074 - Bellport Park, Mindarie, Renew Tennis Court Surface and Floodlighting, for the Lump Sum Price of \$499,873.19.