

TENDER RECOMMENDATION REPORT

TO: CHIEF EXECUTIVE OFFICER

CC: DIRECTOR STRATEGIC PROJECTS

FROM: A/DIRECTOR ASSETS

FILE REF: 25/144511

DATE: 05 May 2025

TENDER 25059 Provision of Consultancy Services for Yanchep Lagoon Foreshore Management Plan & Services Upgrades

Issue

To consider Tender No: 25059 for the Provision of Consultancy Services for Yanchep Lagoon Foreshore Management Plan & Services Upgrades.

Background

At the Ordinary Council Meeting of 25 February 2025, Council resolved the following through report CP01-02/25 - Yanchep Lagoon - Preliminary Foreshore Management Plan.

That Council:-

- 1. ENDORSES the Yanchep Lagoon Preliminary Foreshore Management Plan Concept included at Attachment 2 to form the basis for the development of a full Foreshore Management Plan for future consideration by Council, ahead of formal submission to the Department of Planning, Lands and Heritage and Western Australian Planning Commission; and*
- 2. LISTS the sum of \$300,000 for consideration as part of the 2025/26 operational budget to finalise the Yanchep Lagoon Foreshore Management Plan.*

The PFMP for the Yanchep Lagoon Precinct (YLP) has been developed in accordance with the Yanchep-Two Rocks District Structure Plan, the 2007 Yanchep-Two Rocks Foreshore Management Plan, and State Coastal Planning Policy SPP 2.6 and responds to a request from the Department of Planning, Lands and Heritage (DPLH) during the master planning phase in 2019.

The PFMP provides guidance on the design for the YLP and identifies opportunities and constraints, including coastal hazards, vegetation, transport, and commercial opportunities, to inform future planning and development. It outlines a framework for the final Foreshore Management Plan (FMP), which is intended to be submitted to the Western Australian Planning Commission (WAPC) for endorsement before being implemented by the City.

Detail

Tender 25059 for the Provision of Consultancy Services for Yanchep Lagoon Foreshore Management Plan & Services Upgrades was advertised on 05 March 2025

and closed on 04 April 2025. A total of 4 addendum were issued throughout the tender period, responding to bidder queries.

Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Consultancy (CoW bespoke contract)
Contract Type	Lump Sum
Contract Duration	12 Months
Commencement Date	May 2025
Expiry Date	May 2026
Extension Permitted	No

Tender submissions were received from the following companies:

Legal Name	Trading Name	Abbreviation
AIE Engineering and Construction Management Pty Ltd	AIE Engineering and Construction Management Pty Ltd	AIE
The Trustee for UDLA Unit Trust	UDLA	UDLA

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	Relevant Schedule
1	Sustainable Procurement <ul style="list-style-type: none"> Environmental Considerations 5% Buy Local 10% Reconciliation Action Plan 2.5% Disability Access & Inclusion 2.5% 	20%	3A 3B 3C 3D
2	*Experience <ul style="list-style-type: none"> Demonstrated relevant similar experience in projects for Local Government but non-Local Government projects also welcome where relevant – minimum of three examples. Each example to include information about scope, timeframe and referee details. 	25%	3E
3	*Capacity & Key Personnel <ul style="list-style-type: none"> Evidence of the capacity to provide experienced personnel to undertake the services. Qualifications, experience and background of nominated personnel and sub-contractors including service authorities prequalification. 	25%	3E
4	*Methodology <ul style="list-style-type: none"> Demonstrated understanding of Part 2 (Specification and Scope) in terms of service demand and requirements to support commercial activity and growth. Provision of Project Gantt chart showing key milestones and timelines. 	25%	3E
5	WHS <p>Demonstrated ability to complete deliverables in a WHS compliant manner by addressing Schedule 2.</p>	5%	2

All Tenderers must meet the City's minimum requirements (as determined by the City) for each of the qualitative criteria detailed above (*) in order 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.

The submission made by AIE Engineering and Construction Management Pty Ltd was deemed to be non-compliant and as such was not subject to further review and assessment.

Evaluation Criteria 1 – Sustainable Procurement (20%)

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.

UDLA provided a very good response to this criterion.

Sub Criteria b) Buy Local (10%)

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

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

UDLA are not local to City of Wanneroo therefore their response to this criterion was limited.

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

UDLA provided a good response to this criterion.

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

UDLA provided a superior response to this criterion.

Evaluation Criteria 2 - Tenderer's Experience (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:

UDLA's relevant experience was assessed as superior for this criterion.

Evaluation Criteria 3 - Tenderer's Capacity and Key Personnel to meet the requirements of the Contract (25%)

The tenderer's capacity 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 key personnel and sub-contractors support to manage the contract.

UDLA's response was assessed as superior for capacity and key personnel experience.

Evaluation Criteria 4 - Tenderer's understanding of the project scope and the methodology required in meeting client expectations (25%)

The tenderer's understanding of the project scope and methodology were assessed to evaluate their capability to meet the requirements of the contract. Assessment of this criterion considered the tendering entity's understanding of milestones and coordination and scheduling of the works to fulfil the requirements of the contract.

UDLA provided a superior response to this criterion.

Evaluation Criteria 5 - Tenderer's Safety Management Systems (5%)

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.

The tender submission from UDLA was assessed as adequate for the scope of this engagement.

Pricing for the Goods/Services/Works Offered

The lump sum price offered by UDLA is within the budgeted amount for this requirement.

Overall Assessment and Comment

The tender submission from UDLA achieved an excellent score in accordance with the assessment criteria and weightings as detailed in the Procurement and Evaluation Plan and is therefore recommended as the successful tenderer.

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 1.2 Value public places and spaces"

Risk Appetite Statement

In pursuit of strategic objective goal 1, we will accept a Medium level of risk. The recent pandemic has challenged our previous event delivery, place activation and community connection processes, and the City accepts that meeting community expectations in a more restrictive environment needs 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
ST-S23 – Stakeholder Relationships	Medium
Accountability	Action Planning Option
Chief Executive Officer	Manage

Risk Title	Risk Rating
ST-S24 – Strategic Asset Management	Medium
Accountability	Action Planning Option
Director Assets	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 UDLA Pty Ltd is assessed with the financial capacity to meet the requirements of the contract.

Performance Risk

UDLA have previously been engaged by the City for a number of projects which they have performed to high standards in meeting with the City's scope and expectations, including the Yanchep Lagoon Preliminary Foreshore Management Plan.

Policy Implications

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

Financial (Budget) Implications

The costs associated with the 25059 Provision of Consultancy Services for Yanchep Lagoon Foreshore Management Plan & Services Upgrades are included in both the City's operational budget and Long-Term Financial Management Plan.

The works associated with Stage 3 (Detailed Design - Yanchep Lagoon Services Upgrades) of the project will be funded from PRT-4365 - Brazier Road, Yanchep, Upgrade Services.

The costs associated with the remaining 5 stages of the project are included in the Place Planning – Materials and Contracts – Local Area Planning Community Engagement – Consulting Fees Expenses - Operational Budget.

Recommendation:

That the CHIEF EXECUTIVE OFFICER, in accordance with Delegation 1.1.13 (Tenders for Goods and Services) of the Delegated Authority Register for the awarding of tenders ACCEPTS the tender submitted by The Trustee for UDLA Unit Trust for Tender 25059 Provision of Consultancy Services for Yanchep Lagoon Foreshore Management Plan & Services Upgrades, for a Fixed Lump Sum of \$713,690.00.