

TENDER RECOMMENDATION REPORT

TO: CHIEF EXECUTIVE OFFICER

CC: MANAGER WASTE SERVICES

FROM: DIRECTOR ASSETS

FILE REF: 25/274089

DATE: 31 JULY 2025

TENDER 25133: PROVISION OF MATTRESS PROCESSING SERVICES

Issue

To consider Tender No: 25133 for the Provision of Mattress Processing Services.

Background

Since the implementation of the bookable verge collection service in July 2024, demand has been high. To date, approximately 8,136 mattresses have been collected from residential properties, 17.2% higher than expected. In response to this increased demand and to better manage service delivery, the City will move to an in-house collection model for mattress collections.

The City is currently utilising the Mindarie Regional Council's contract for mattress collections and processing through an MOU, which expires on 1 August 2025.

To support the change in the collection model, the City has sought a suitable contractor to provide mattress processing services for an initial period of 2-years with a further one (1) x 12-month (or part thereof) extension (at the City's discretion).

Detail

Tender 25133 for the Provision of Mattress Processing Services was advertised on 25 June 2025 and closed on 15 July 2025. No addenda were issued.

Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Goods and/or Services
Contract Type	Schedule of Rates
Contract Duration	2 years
Commencement Date	August 2025
Expiry Date	August 2027
Extension Permitted	Yes, one period of 12 months

Tender submissions were received from the following companies:

Legal Name	Trading Name	Abbreviation
Perth Mattress & Furniture Recycling Company	Perth Mattress & Furniture Recycling Company	PMFRC
Community Resources Limited	Soft Landing Mattress Recycling	Soft Landing

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:

Item No	Description	Weighting
1	Sustainable (Corporate Social Responsibility) Procurement a) Environmental Considerations 5% b) Buy Local 10% c) Reconciliation Action Plan 5% d) Access and Inclusion 5%	25%
2	*Established Work Health and Safety Management systems, policies, practices and procedures and demonstrated compliance with those systems, policies, practices and procedures	20%
3	*Demonstrated experience of tenderer and personnel performing the services	15%
4	*Demonstrated resources and capacity to supply	20%
5	*Methodology for processing of materials, including the processing facilities that would be utilised to demonstrate safe working practises, and utilisation of appropriately licensed processing facilities, to achieve high material recovery	20%

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.

Both submissions received were considered conforming and were included for evaluation.

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
Soft Landing	1
PMFRC	2

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
Soft Landing	1
Perth Mattress & Furniture Recycling	2

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
Soft Landing	1
PMFRC	2

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;
- 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
Soft Landing	1
PMFRC	2

Overall Sustainable Procurement Ranking Summary

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

Tenderer	Ranking
Soft Landing	1
PMFRC	2

Evaluation Criteria 2 - Established Work Health and Safety Management systems (20%)

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
Soft Landing	1
PMFRC	2

Evaluation Criteria 3 - Demonstrated experience of tenderer and personnel performing the services (15%)

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
Soft Landing	1
PMFRC	2

Evaluation Criteria 4 - Demonstrated resources and capacity to supply (20%)

The tenderer's 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 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
Soft Landing	1
PMFRC	2

Evaluation Criteria 5 – Methodology of processing materials (20%)

The tenderer's methodology of processing materials, including the processing facilities that would be utilised to demonstrate safe working practises, and utilisation of appropriately licensed processing facilities, to achieve a high material recovery rate. The assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
Soft Landing	1
PMFRC	2

Overall Qualitative Weighted Assessment and Ranking

Tenderer's submissions were reviewed in accordance with the PEP. The overall assessment of qualitative weighted criteria resulted in the following ranking:

Tenderer	Ranking
Soft Landing	1
PMFRC*	2

*PMFRC did not meet the City's minimum requirements for at least one of the mandatory evaluation criteria and did not proceed to the price and value for money assessment.

Pricing for the Goods/Services/Works Offered

An assessment was made to determine the ranking based on the schedule of rates provided with the tender documentation. The pricing submitted by Soft Landings is acceptable to the City.

Overall Value for Money Assessment and Comment

The tender submission from Soft Landing satisfied the overall value for money assessment in accordance with the assessment criteria and weightings as detailed in the PEP and is therefore recommended as the successful tenderer.

Consultation

Nil

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 4: A sustainable City that balances the relationship between urban growth and the environment

Priority 4.4 Manage waste and its impacts

Risk Appetite Statement

In pursuit of strategic objective goal 4, we will accept a Medium level of risk. The nature of the City being 'pro-growth' means that commercial opportunities will be explored in areas identified for development, potentially challenging perceptions of the City as an environmental steward.

Enterprise Risk Management Considerations

Risk Title	Risk Rating	Accountability	Action Planning Option
CO-008 Contract Management	Low	Director Corporate Strategy and Performance	Manage
CO-022 Environmental Management	Medium	Director Planning and Sustainability	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 Soft Landing is assessed with the financial capacity to meet the requirements of the contract.

Performance Risk

Soft Landing is currently providing similar mattress processing services to several local governments, including the City of Wanneroo, the City of Cockburn, the City of Perth, and the City of Joondalup. They have also been delivering services to the City under a Memorandum of Understanding through the Mindarie Regional Council. No documented performance issues have been identified during this period. Given their

experience, established service delivery within the region, and positive performance history, the risk of non-performance is considered low.

Policy Implications

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

Financial (Budget) Implications

The costs associated with the Provision of Mattress Processing Services are included in the Waste Services Operating 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 Soft Landing for Tender 25133, for the PROVISION OF MATTRESS PROCESSING SERVICES, as per the schedule of rates in the tender submission, subject to appropriate funding availability, for each of the financial years within the 2 year initial contract term and 1 year extension option.

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