

## **TENDER RECOMMENDATION REPORT**

**TO:** CHIEF EXECUTIVE OFFICER

**CC:** ACTING MANAGER PARKS AND CONSERVATION

**FROM:** ACTING DIRECTOR ASSETS

**FILE REF:** 25/286886

**DATE:** 27 August 2025

### **TENDER 25101 Provision of BBQ Cleaning Services for a Period of Three Years**

#### **Issue**

To consider Tender No: 25101 for the Provision of BBQ cleaning services for an initial period of three (3) years with two (2) twelve (12) month, or part thereof, options to extend at the discretion of the City.

#### **Background**

The City is seeking to appoint a suitably qualified and experienced contractor to provide regular cleaning services to the BBQ Assets located within the City's boundaries. These works are currently undertaken under contract 22098, which expires on 11 October 2025.

#### **Detail**

Tender 25101 for the Provision of BBQ Cleaning Services was advertised on Saturday 19 July 2025 and closed on 5 August 2025. Two addenda were issued indicating that the Mandatory Briefing Meeting requirements were changed to 'Non-Mandatory'.

Details of the proposed contract are as follows:

<b>Item</b>	<b>Detail</b>
Contract Form	Goods and Services
Contract Type	Lump Sum and Schedule of Rates
Contract Duration	Three (3) years
Commencement Date	13 October 2025
Expiry Date	12 October 2028
Extension Permitted	Yes, two (2) periods of twelve (12) months

Tender submissions were received from the following companies:

<b>Legal Name</b>	<b>Trading Name</b>	<b>Abbreviation</b>
Om Bhagwati Namah Pty Ltd	A2Z WA Cleaning Services	A2Z
BrightMark Group Pty Ltd	BrightMark Group Pty Ltd	Brightmark
Clean Vibes Pty Ltd	CV Venue Services	Clean Vibes
The Trustee for ECA Unit Trust ATF Extreme Pty Ltd	Extreme Clean Australia	Extreme Clean

Redframe Pty Ltd	Delta Cleaning Services Australia	Redframe
RemX Australia	RemX Australia	REM X
Uniting Global Pty Ltd	Uniting Global	Uniting Global
Workpower Incorporated	Workpower Incorporated	Workpower

### Probity Oversight

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

Please refer to the Confidential Attachment for reference to the external Probity Advisor Final Report.

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	*Work Health & Safety (WHS)	20%
3	*Demonstrated Experience relative to request	15%
4	*Methodology	20%
5	*Demonstrated Capacity and Resources	20%

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.

All submissions received were deemed conforming.

### 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
Workpower	1

Brightmark	2
Clean Vibes	3
Extreme Clean	4
Uniting Global	4
A2Z	6
Redframe	7
REM X	7

**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:

<b>Tenderer</b>	<b>Ranking</b>
Workpower	1
Brightmark	2
Clean Vibes	2
A2Z	4
REM X	4
Uniting Global	4
Extreme Clean	7
Redframe	7

**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:

<b>Tenderer</b>	<b>Ranking</b>
Clean Vibes	1
Workpower	1
Brightmark	3
A2Z	4
Extreme Clean	4
Uniting Global	4
REM X	7

Redframe	8
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**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:

<b>Tenderer</b>	<b>Ranking</b>
Workpower	1
Extreme Clean	2
Brightmark	3
Clean vibes	3
Uniting Global	3
A2Z	6
Redframe	6
REM X	8

**Overall Sustainable Procurement Ranking Summary**

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

<b>Tenderer</b>	<b>Ranking</b>
Workpower	1
Brightmark	2
Clean Vibes	3
Uniting Global	4
Extreme Clean	5
A2Z	6
REM X	7
Redframe	8

**Evaluation Criteria 2 - Tenderer's 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:

<b>Tenderer</b>	<b>Ranking</b>
Brightmark	1
Clean Vibes	1
Redframe	1
REM X	1
Uniting Global	1
Extreme Clean	6
Workpower	6
A2Z	8

### **Evaluation Criteria 3 - Demonstrated Experience Relative to the Request (15%)**

The tenderer's demonstrated relevant experience 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 specifically considered the Tenderer's experience in undertaking large-scale BBQ Cleaning services with the following ranking:

<b>Tenderer</b>	<b>Ranking</b>
Brightmark	1
Uniting Global	2
Workpower	2
Extreme Clean	4
REM X	5
Clean Vibes	6
A2Z	6
Redframe	6

### **Evaluation Criteria 4 – Methodology (20%)**

Assessment of this evaluation criterion considered the Tenderer's ability to demonstrate a clear understanding of BBQ Cleaning services required through the City, including why the service is undertaken and what is required, in order to manage the contract.

The assessment of this criterion has resulted in the following rankings:

<b>Tenderer</b>	<b>Ranking</b>
Brightmark	1
Clean Vibes	2
Extreme Clean	2
Workpower	2
Uniting Global	5
Redframe	6
REM X	6
A2Z	8

### **Evaluation Criteria 5 – Demonstrated Capacity and Resources (20%)**

Assessment of this evaluation criterion considered the Tenderer's ability to demonstrate adequate capacity and resources to meet the terms of the contract including staff, plant and equipment.

The assessment of this criterion has resulted in the following ranking:

<b>Tenderer</b>	<b>Ranking</b>
Brightmark	1
Uniting Global	2
Workpower	2
Clean Vibes	4
Extreme Clean	4
A2Z	6
Redframe	7
REM X	7

### **Overall Qualitative Weighted Assessment and Ranking**

Tenderer's submissions were reviewed in accordance with the Procurement and Evaluation Plan with the following key observations:

- Price is not weighted and is included in the overall value for money assessment; and
- Responses evaluated were in accordance with the selection criteria as to having the necessary resources, previous experience and capability and safety management systems to undertake the contract.

The overall assessment of qualitative weighted criteria resulted in the following ranking:

<b>Tenderer</b>	<b>Ranking</b>
Brightmark	1
Workpower	2
Clean Vibes	3
Uniting Global	4
Extreme Clean	5
*REM X	6
*Redframe	7
*A2Z	8

\*A2Z, Redframe and REM X did not meet the City's minimum requirements for at least one of the mandatory qualitative criteria and therefore did not proceed to the pricing or VFM Assessment.

### **Pricing for the Goods/Services/Works Offered**

An assessment was made to determine the ranking based on the lump sum pricing provided with the tender documentation in Price Schedule 1B.

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

<b>Tenderer</b>	<b>Ranking</b>
Brightmark	1
Clean Vibes	2
Uniting Global	3
Workpower	4
Extreme Clean	5

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

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

<b>Tenderer</b>	<b>Ranking</b>
Brightmark	1
Clean Vibes	2
Uniting Global	3
Workpower	4
Extreme Clean	5

Please refer to the Confidential **Attachment 1** for further detail relating to the tenderers lump sum pricing and value for money assessment.

### **Overall Assessment and Comment**

The Evaluation Panel determined that the Tender submission from Brightmark has 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

### **Comment**

The Tender submission from Brightmark satisfied the overall value for money assessment 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 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 - 5.3 - Manage and maintain assets

### **Risk Appetite Statement**

*In pursuit of strategic objective goal 5, we will accept a Medium level of risk, extended to High in the areas of Community / Reputation & Financial / Commercial impacts. Shifting transport modes and usage in the City may require short term pain for longer term gain as the City supports the development, maintenance and connection of alternatives to car use (e.g. cycle ways) and the supporting infrastructure.*

**Enterprise Risk Management Considerations**

<b>Risk Title</b>	<b>Risk Rating</b>
CO-O08 Contract Management	Moderate
<b>Accountability</b>	<b>Action Planning Option</b>
Director Corporate Strategy and Performance	Manage
<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
<b>Risk Title</b>	<b>Risk Rating</b>
CO- 016 Risk Management	Low
<b>Accountability</b>	<b>Action Planning Option</b>
Executive Manager Governance & Legal	Manage
<b>Risk Title</b>	<b>Risk Rating</b>
IN-029 Asset Maintenance	Moderate
<b>Accountability</b>	<b>Action Planning Option</b>
Director Assets	Manager

**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 Brightmark is assessed with the financial capacity to meet the requirements of the contract.

Performance Risk

Brightmark are a registered company and currently provide other contracted cleaning services for the City at the Civic Centre and Aquamotion. No previous non-compliances have been recorded for this contractor.

**Policy Implications**

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

**Financial (Budget) Implications**

The costs associated with Tender 25101 – Provision of BBQ Cleaning Services are included in the Parks and Conservation Management Annual Operating Budget. The scheduled maintenance is as per the scope and specification of the contract with fixed pricing per year. All additional works required are reactive and undertaken using the schedule of rates listed in the price schedules.



**Recommendation:**

**That the CHIEF EXECUTIVE OFFICER, in accordance with Delegation 1.1.13 (Tenders for Goods and Services – Accepting, Clarifying and Rejecting Tenders; Minor Variation to Goods and Services Prior to Contract) of the Delegated Authority Register for the awarding of tenders ACCEPTS the tender submitted by BrightMark Group Pty Ltd for Tender 25101, for the Provision of BBQ Cleaning Services for an initial term of Three (3) Years, as per the schedule of rates and lump sum amounts in the tender submission, and with options to extend for a further two (2), twelve (12) months terms at the City’s discretion and subject to appropriate funding availability, for each of the financial years within the contract term.**