

## ***TENDER RECOMMENDATION REPORT***

**TO:** CHIEF EXECUTIVE OFFICER

**CC:** COORDINATOR PARKS TECHNICAL

**FROM:** DIRECTOR ASSETS

**FILE REF:** 25/225760

**DATE:** 4 August 2025

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**TENDER 25050: SUPPLY AND APPLICATION OF LIQUID FERTILISERS,  
WETTING AGENTS AND LIQUID TURF PRODUCTS FOR THREE (3) YEARS  
(SEPARABLE PORTION)**

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### **Issue**

To consider Tender No: 25050 for the Supply and Application of Liquid Fertilisers, Wetting Agents and Liquid Turf Products.

### **Background**

The City is seeking to appoint suitably qualified and experienced contractor/s to provide for the Supply and Application of Liquid Fertilisers, Wetting Agents and Liquid Turf Products to active and passive reserves. These works were previously undertaken under Contract No. 20023 which has expired.

To ensure fertiliser applications can meet seasonal requirements the Supply and Application of Liquid Fertilisers, Wetting Agents and Liquid Turf Products has been planned into four (4) separable portions under Contract No. 25050:

- Portion 1 – Active Reserves City Wide
- Portion 2 – Passive Reserves South
- Portion 3 – Passive Reserves Central
- Portion 4 – Passive Reserves North

### **Detail**

Tender No: 25050 for the Supply and Application of Liquid Fertilisers, Wetting Agents and Liquid Turf Products was advertised on 19 April 2025 and closed on 13 May 2025.

No addenda were issued.

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Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Goods and Services
Contract Type	Schedule of Rates
Contract Duration	Three (3) years
Commencement Date	August 2025
Expiry Date	July 2028
Extension Permitted	Yes, two (2) periods of twelve (12) months or part thereof

Tender submissions were received from the following companies:

Legal Name	Trading Name	Abbreviation
Green by Nature Specialty Services Pty Ltd	Green by Nature	GBN
UGC Holdings Pty Ltd t/a UGC Group	UGC Group	UGC
Environmental Industries Pty Ltd	Environmental Industries	EI

### Probity Oversight

Oversight to the 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	25%
4	*Capacity to Meet Requirements	30%

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 (VFM) assessment.

All submissions received were deemed conforming.

### **Evaluation Criteria 1 – Sustainable Procurement (25%)**

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

An assessment was made to determine the ranking based on the tenderers' environmental policy and practices, buy local contributions, as well as commitment to reconciliation and disability access and inclusion.

#### **Sub Criteria a) Environmental Considerations (5%)**

The City is committed to procuring goods and services that have the most positive environmental, social, and economic impacts over the entire life cycle of a product or service. The environmental assessment based on tenderers' response to their Environmental policy and practices.

An assessment was made to determine the ranking based on tenderer's environmental policy and practices.

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

<b>Tenderer</b>	<b>Ranking</b>
EI	1
GBN	1
UGC	3

#### **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>
EI	1
GBN	2
UGC	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.

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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>
GBN	1
EI	2
UGC	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:

<b>Tenderer</b>	<b>Ranking</b>
EI	1
GBN	2
UGC	3

#### **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>
EI	1
GBN	2
UGC	3

#### **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>
EI	1
GBN	1
UGC	3

### **Evaluation Criteria 3 - Demonstrated experience relative to this Request for Tender (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:

<b>Tenderer</b>	<b>Ranking</b>
EI	1
UGC	2
GBN	3

### **Evaluation Criteria 4 - Capacity to Meet Requirements (30%)**

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:

<b>Tenderer</b>	<b>Ranking</b>
EI	1
UGC	2
GBN	3

### **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:

<b>Tenderer</b>	<b>Ranking</b>
EI	1
GBN*	2
UGC	3

\* GBN didn't meet the City's minimum requirements for at least one of the mandatory qualitative criteria and did not proceed to the VFM 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.

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

#### **Portion 1**

<b>Tenderer</b>	<b>Ranking</b>
EI	1
UGC	2

**Portion 2**

<b>Tenderer</b>	<b>Ranking</b>
EI	1
UGC	2

**Portion 3**

<b>Tenderer</b>	<b>Ranking</b>
EI	1
UGC	2

**Portion 4**

<b>Tenderer</b>	<b>Ranking</b>
EI	1
UGC	2

**Value for Money Assessment**

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

**Portion 1**

<b>Tenderer</b>	<b>Ranking</b>
EI	1
UGC	2

**Portion 2**

<b>Tenderer</b>	<b>Ranking</b>
EI	1
UGC	2

**Portion 3**

<b>Tenderer</b>	<b>Ranking</b>
EI	1
UGC	2

**Portion 4**

<b>Tenderer</b>	<b>Ranking</b>
EI	1
UGC	2

**Overall Assessment and Comment**

Environmental Industries is recommended as the successful tenderer for all separable portions. Environmental Industries met the overall qualitative assessment and demonstrated they have the capacity and experience to undertake these works.

The Confidential Attachment provides further detail for the awarding of the works to a sole contractor.

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## 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 #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
CO-O08 Contract Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage
Risk Title	Risk Rating
CO-O22 Environmental Management	Moderate
Accountability	Action Planning Option
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 Environmental Industries has been assessed with the financial capacity to meet the requirements of the contract.

### Performance Risk

Environmental Industries hold several maintenance contracts for local and state government agencies, including City of Wanneroo where they have provided similar works within the past twelve months. Independent reference checks confirm that the recommended tenderer can meet the requirements of the tender.

## Policy Implications

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

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**Financial (Budget) Implications**

The costs associated with the Supply and Application of Liquid Fertilisers; Wetting Agents and Liquid Turf Products are included in the Parks and Conservation Management Operational Budget.

**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 Environmental Industries for Separable Portions 1, 2, 3 and 4 of Tender 25050, for the Supply and Application of Liquid Fertilisers, Wetting Agents and Liquid Turf Products, as per the schedule of rates in the tender submission, subject to appropriate funding availability, for each of the financial years within the initial 3-year contract term.**