

TENDER RECOMMENDATION REPORT

TO: CHIEF EXECUTIVE OFFICER

CC: MANAGER INFRASTRUCTURE CAPITAL WORKS

FROM: Acting DIRECTOR ASSETS

FILE REF: 25/258586

DATE: 3 September 2025

TENDER 25081: PROVISION OF UNDERGROUND SERVICE LOCATION DETECTION SERVICES

Issue

To consider Tender No: 25081 for the Provision of Underground Service Location Detection Services.

Background

Due to the continuous need for underground service location services on site in advance of and during construction activity associated with projects, annual term contract arrangements are normally utilised by the City. Underground service location activities are vitally important to maintain worker safety on site and to protect service utility agency services and the associated liability that the City is exposed to when working in the vicinity of such services. There is an onus on the City to ensure that strict adherence to the Utility Providers' Code of Practice for Western Australia is always maintained. It is also important that procedural protocols are practiced in relation to other specific requirements that each agency responsible for underground services develops and refines from time to time, which is accompanied with an associated need to comply with insurance coverage conditions.

The present contract arrangements for these services expired on 31 August 2025.

The tender document as advertised was aimed at maintaining industry best practice arrangements. All Tenderers were responsive to these requirements and provided compliant submissions although some departures were noted in two submissions.

Detail

Tender 25081 for the Provision of Underground Service Location Detection Services was advertised on 31 May 2025 and closed on 17 June 2025 (with no addenda issued).

Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Goods and Services
Contract Type	Schedule of Rates
Contract Duration	12 Months
Commencement Date	3 September 2025
Expiry Date	2 September 2026
Extension Permitted	Yes, Four (4) periods of 12 months
Rise and Fall Included	No

Tender submissions were received from the following companies:

Legal Name	Trading Name	Abbreviation
Veris Limited	Veris Australia	Veris
Utility Mapping Pty Ltd	Utility Mapping	Utility Mapping
Abaxa Pty Ltd	Abaxa	Abaxa
McMullen Nolan Group Pty Ltd	MNG	MNG

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	* Work Health & Safety (WHS)	20%
3	*Demonstrated experience of tenderer and personnel performing the services	35%
4	*Resources, Capacity & Methodology	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.

The MNG defined five contract departures that created the need for negotiation on minor matters should the submission be the recommended tender. Utility Mapping listed two minor insurance condition departures that warrant clarification should the company's submission be the recommended tender.

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
Abaxa	1
Veris	2
MNG	2
Utility Mapping	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:

Tenderer	Ranking
Abaxa	1
MNG	1
Utility Mapping	2
Veris	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
Abaxa	1
Veris	1
Utility Mapping	3
MNG	4

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
Veris	1
Abaxa	2
MNG	3
Utility Mapping	4

Overall Sustainable Procurement Ranking Summary

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

Tenderer	Ranking
Abaxa	1
MNG	2
Veris	3
Utility Mapping	4

Evaluation Criteria 2 - Tenderer's Work Health & Safety Management (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
Veris	1
Utility Mapping	2
Abaxa	2
MNG	4

Evaluation Criteria 3 - Demonstrated Experience (35%)

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	Ranking
Utility Mapping	1
Abaxa	1
Veris	1
MNG	4

Evaluation Criteria 4 - Tenderer's Resources, Capacity & Methodology (20%)

The tenderer's resources, capacity and methodology 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 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
Abaxa	1
Utility Mapping	2
Veris	2
MNG	4

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:

Tenderer	Ranking
Veris	1
Abaxa	2
Utility Mapping	3
MNG	4

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:

Tenderer	Ranking
Utility Mapping	1
Abaxa	2
Veris	3
MNG	4

Value for Money Assessment

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

Tenderer	Ranking
Utility Mapping	1
Abaxa	2
Veris	3
MNG	4

Overall Assessment and Comment

The lead tender submission from Utility Mapping 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:

- 5 ~ A well planned, safe and resilient City that is easy to travel around and provides a connection between people and places*
 - 5.3 - Responsibly managed and maintained 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

Risk Title	Risk Rating
CO-007 Purchasing	Moderate
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage

Risk Title	Risk Rating
CO-O08 Contract Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage

Risk Title	Risk Rating
CO-O17 Financial Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage

Risk Title	Risk Rating
CO-O23 Safety of Community	Moderate
Accountability	Action Planning Option
Director Community & 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 Utility Mapping is assessed with a satisfactory financial capacity to meet the requirements of the contract.

Performance Risk

Utility Mapping has successfully completed several works for a variety of reputable clients with services provided as required and is experienced in servicing local government and state government. For the year ended 30 June 2024 the subject recorded sales revenue of \$22M demonstrating proficient capability and capacity over an extended period. Given the stable company history, no reference checks are deemed necessary.

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 Underground Service Location Detection Services in relation to maintenance activities are included in the Operational Budget and those services associated with construction activities are funded from the approved Capital Works Program.

Based on service requirements in recent years, the estimated annual cost of providing underground service location detection services is estimated to be approximately \$512,000 per annum.

Recommendation:

That the CHIEF EXECUTIVE OFFICER, in accordance with Delegation 1.1.13 (Tenders for Goods and Services) of the Delegated Authority Register ACCEPTS the tender submitted by Utility Mapping Pty Ltd for Tender 25081, for the Provision of Underground Service Location Detection Services, as per the schedule of rates in the tender submission, subject to appropriate funding availability, for the initial 12 month contract term with 4 x 12 month (or part thereof) options to extend at the City's discretion and subject to budgetary constraints and satisfactory performance.