

ITEM 18.11 TENDER 101402 - PUBLIC TOILET REFURBISHMENT WORKS

RESPONSIBLE OFFICER: PETER CONROY – PLANNING & INFRASTRUCTURE DIRECTOR

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CITY STRATEGY LINK: 4.1.1 EFFICIENT ASSET MANAGEMENT

MEETING DATE: 12 DECEMBER 2016

PURPOSE OF REPORT

This report advises Council not to accept any tenders and enter into negotiations in respect of the public toilet refurbishment works at Bales Park, Clive Park, O.H. Reid Reserve and Muston Park.

BACKGROUND

In early 2015, Council applied to the Independent Pricing and Regulatory Tribunal (IPART) to implement an Infrastructure Levy, in order to improve the levels of service provided in respect of Council assets across the main infrastructure classes. Council was successful in the application and the Infrastructure Levy commenced in the 2016/17 Financial Year.

Council's Asset Management condition modelling generated a list of works required in respect of the following buildings.

- | | |
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| 1. Bales Park – Public Toilets | - Public toilet refurbishment |
| | - Lighting renewal |
| 2. Clive Park – Public Toilets | - Public toilet refurbishment |
| | - Lighting renewal |
| 3. O .H. Reid Reserve – Public Toilets | - Public toilet refurbishment |
| | - Lighting renewal |
| 4. Muston Park – Public Toilets | - Roof renewal |
| | - Public toilet refurbishment |
| | - Disabled toilet construction (within existing building) |
| | - Lighting renewal |
| | - New BBQ area |

The scope of works generated aims to improve facilities to the standards expected by building stakeholders, reduce maintenance requirements, and reduce the energy and water consumption of each site. The works are to comply with the Building Code of Australia and other relevant codes & standards.

Funds for the completion of the works are available in the 2016/2017 Infrastructure Levy - Buildings budget allocation.

Tender Process

Tender documents were issued via Tenderlink on Tuesday 12 July 2016. A mandatory inspection was held at each site on Wednesday 20 July 2016, with a second mandatory inspection taking place on Friday 29 July 2016 at the request of prospective tenderers. A total of 8 organisations were represented at the tender inspections.

Two addenda were issued to Tenderers during the tender period, issuing minor information to tenderers.

Five tender submissions were received, as follows:

1. The Almar Group Pty Ltd, T/As API Commercial
2. M.Burton Building Company
3. Every Trade Building Services Pty Ltd
4. Cumnock Constructions Sustainability Pty Ltd
5. Elite Commercial Solutions Pty Ltd

Evaluation Criteria

Tenders were assessed against criteria listed in Table 1, as detailed in the tender documentation:

Table 1: Evaluation Criteria

<i>Note: Depending on the number and quality of Tenders, the panel may shortlist on one or more of these criteria prior to progressing to a full weighted evaluation.</i>	Weight (%)
Construction methodology & works program: Assessment of the tenderer's of detailed program of works, which outlines the anticipated duration of tasks and that of the overall project.	35
Value for money: the costs for each component of the project (preliminaries, roofing, demolition, flooring, electrical works, plumbing works, etc.)	30
Contractor capability and relevant experience: assessment of the Tenderer's capability and experience in the successful completion of similar projects.	25
Contractor insurance, environmental, WHS and QA systems: Assessment of the adequacy of the Tenderer's insurance coverage, work health safety, environmental and quality management systems.	5
Contractor management and operational structure: Assessment of company structure such that the capability of the organisation to carry out the project successfully is demonstrated.	5

Tender Evaluation

An assessment panel comprising the Property Contracts Officer, Property Project Officer and Property and Construction Services Manager from Councils Planning and Infrastructure Department, analysed the tender submissions and have prepared the tender assessment report.

For each criterion, the tenderers were given a score from 0 to 1.0 being:

- 0 – does not satisfy
- 0.4 – Partially satisfies criteria (risk)
- 0.6 – Mostly satisfies criteria (risk)
- 0.8 – Totally satisfies criteria
- 1.0 – Exceeds criteria

Scoring was then weighted according to each criterion and the individual scores averaged between the panel members to achieve a final score out of 100 for each option submitted.

Relevant Legislation

The tender has been conducted in accordance with the Local Government Act 1993, the Local Government (General) Regulation 2005 and the relevant policies of Willoughby City Council.

Confidential Report contains confidential commercial information of the tenderers and details of Council's tender evaluation and contingencies which, if disclosed, would:

- confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business; and
- prejudice the commercial position of the person who supplied it.

Discussion of the matter in an open meeting would, on balance, be contrary to the public interest because it would compromise Council's ability to negotiate fairly and commercially to achieve the best outcome for its ratepayers.

Policy Implications

Not applicable

Community Notification

Not applicable

OFFICER'S RECOMMENDATION

That:

- 1. Council not accept any of the tenders for the public toilet refurbishment works.**
- 2. Council declines to invite fresh tenders due to programme restrictions and the funds allocated and enter into negotiations with:**
 - **Elite Commercial Solutions Pty Ltd**
 - **The Almar Group Pty Ltd, T/As API Commercial**

with a view of entering into a contract.

- 3. As part of the negotiations, remove the refurbishment of Bales Park public toilet block from the scope of works.**
- 4. Council reallocates funds from Bales Park public toilet block to the other sites.**
- 5. The General Manager and Mayor be provided with delegated authority to execute the contract documents under the Common Seal of Council.**