

TENDER RFT IE216/2022 TRAFFIC MANAGEMENT SERVICES

Attachments: 1. **Evaluation Worksheet RFT IE216-2022 - Confidential**

RECOMMENDATION

That the Chief Executive Officer:

1. **NOTES the outcome of the evaluation process for Tender RFT IE216-2022 Traffic Management Services; and**
2. **ACCEPTS the tender submission of Contra-Flow Pty Ltd for Tender RFT IE216-2022 Traffic Management Services per delegated authority approved for the 2023-24 Council Recess period.**

PURPOSE OF REPORT:

For the Chief Executive Officer to consider and approve the outcome of Tender RFT IE216/2022 Traffic Management Services and to enter into contract negotiations with the preferred respondent, Contra-Flow Pty Ltd.

BACKGROUND:

The City requires Traffic Management Services across directorates to deliver Capital Projects, Operational Maintenance and events. To complete the various road resurfacing projects, provide ongoing maintenance and events for the City, the City requires to secure the services of Traffic Management.

A procurement plan was developed and approved by the Executive Director Infrastructure and Environment on 3 November 2023 to procure the services of a traffic management company through a public tender process.

A public request for tender was released on Saturday 11 November 2023 and closed on Monday 4 December 2023.

DETAILS:

A procurement plan was developed and approved by the Executive Director Infrastructure and Environment on 3 November 2023 to procure the services of a traffic management company through a public tender process.

A public request for tender was released on Saturday 11 November 2023 and closed on Monday 4 December 2023.

Submissions were received from seven (7) Respondents.

Evaluation Panel

The Evaluation Panel comprised of four (4) members, being:

- three with the appropriate operational expertise and involvement in supervising the contract (including one with tender preparation skills);
- one with probity advice provided by a Procurement and Contracts Officer.

Compliance Assessment

Compliance assessment was carried out on all submissions. Out of the seven (7) submissions, four (4) were assessed as fully compliant and progressed to the qualitative assessment stage.

Three (3) submissions were assessed as non-compliant and did not progress to the qualitative assessment stage. The non-compliance issues included the following reasons:

Respondent #	Reason(s) for non-compliance	RFT Compliance Item Reference
Respondent 4	Submission marked as Non-compliant due to the Respondent being listed on the Workplace Gender Equality Agency's non-compliant list	1.8 (c) – A Tender will be rejected without consideration of its merits in the event that: The Tenderer is listed on the Workplace Gender Equality Agency non-compliant list.
Respondent 5	Submission marked as Non-compliant as the following documents were not submitted: - Signed Form of Tender - Qualitative Criteria - Pricing Table in the format requested in the RFT - OSH Questionnaire - Tenderers Safety Record - Project Reference Sheet - Tenderers Resource Schedule	1.8 (d) – A Tender will be rejected without consideration of its merits in the event that: The Tenderer does not submit an Offer form which has been completed and signed together with all the required Attachments.
Respondent 6	Submission marked as Non-compliant as the following documents were not filled out: - Tenderers Safety Record - Project Reference Sheet - Tenderers Resource Schedule	1.8 (d) – A Tender will be rejected without consideration of its merits in the event that: The Tenderer does not submit an Offer form which has been completed and signed together with all the required Attachments.

Evaluation Method and Weighting

The qualitative weighting method of tender evaluation was selected to evaluate the offer.

The qualitative criteria and weighting used in evaluating the submission received were as follows:

Qualitative Criteria		Weighting
1	Relevant Experience of the Contractor	40%
2	Resources	40%
3	Safety	20%

Qualitative Assessment

The qualitative assessment on all compliant submission were as follows:

Respondent #	Weighted Percentage Score	Qualitative Ranking
Respondent 2	80%	1
Respondent 1	68%	2
Respondent 7	47%	3
Respondent 3	38%	4

Refer to **Confidential Attachment 1** for further detail.

Respondent 7 and Respondent 3 did not progress through to the price assessment due to the low qualitative scores.

Price Assessment

The panel carried out an assessment of the submitted rates offered by the two (2) highest ranked submissions and were ranked by price as follows:

Respondent #	Qualitative Ranking
Respondent 2	1
Respondent 1	2

The rates submitted by Respondent 2 are competitive and provide value for money.

Evaluation Summary

The panel concluded that the tender submission from Respondent 2 Contra-Flow Pty Ltd provides value for money to the City and is recommended for the provision of RFT IE216/2022 Traffic Management Services for the following reasons:

- Compliance with the submission requirements;
- Ranked first in the qualitative assessment;
- Ranked first in the pricing assessment; and
- Pricing demonstrates value for money.

It is therefore recommended that the Chief Executive Officer accepts the tender submitted by Contra-Flow Pty Ltd for Tender RFT IE216/2022 Traffic Management Services.

CONSULTATION/ADVERTISING:

The Request for Tender RFT IE216/2022 Traffic Management Services was advertised in the West Australian on Saturday 11 November 2023 and on both the City's website and VendorPanel between 11 November 2023 and 4 December 2023.

LEGAL/POLICY:

The Request for Tender was prepared and advertised in accordance with:

- Section 3.57 of the Local Government Act 1995;
- Part 4 of the Local Government (Functions and General) Regulations 1996; and
- City of Vincent Purchasing Policy.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to accept the recommended Respondent.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's Strategic Community Plan 2018-2028:

Accessible City

We have embraced emerging transport technologies.

Thriving Places

Our physical assets are efficiently and effectively managed and maintained.

Innovative and Accountable

Our resources and assets are planned and managed in an efficient and sustainable manner.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any specific sustainability outcomes of the City's Sustainable Environment Strategy 2019-2024.

PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes in the *City’s Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

Traffic Management Services will be procured through individual Capital and Operational Budgets as required. The estimated value for the provision of traffic management services over three years is \$6 million dollars.

COMMENTS:

The tender submission from Contra-Flow Pty Ltd complies with all tender requirements. The submission was well presented and included all relevant and specific information required and requested within the tender specification.

The Evaluation Panel deemed the response to be of an excellent standard, convincing and credible, demonstrating the capability, capacity and experience for key evaluation criteria and therefore recommend award of Tender RFT IE216/2022 Traffic Management Services to Contra-Flow Pty Ltd.

APPROVAL:

<p>Approved <input type="checkbox"/></p> <p>Declined <input type="checkbox"/></p>	<p>CEO Signature:</p> <p>Date:</p>
<p>Comments:</p>	