

**10.2 TENDER IE110/2021 PRUNING OF STREET TREES USING ELEVATED WORK PLATFORMS**

**Attachments:** 1. Evaluation Summary - Confidential

**RECOMMENDATION:**

**That Council**

1. **NOTES** the outcome of the evaluation process for Tender IE110/2021 Pruning of Street Trees using Elevated Work Platforms, and
2. **ACCEPTS** the tender submitted by Tree Amigos Tree Surgeons for Tender IE110/2021 for the Pruning of Street Trees using Elevated Work Platforms.

**PURPOSE OF REPORT:**

To report to Council on the outcome of Tender IE110/2021 and to recommend the acceptance of a tenderer.

**BACKGROUND:**

The City is required to undertake annual pruning of Street Trees located under power lines in accordance with Western Power requirements. This specialised work requires qualified personnel and reliance on an external contractor engaged under a tender.

The current three (3) year contract/tender expires on 6 September 2021 and the City is seeking to appoint a new contractor to ensure continuity of this service and compliance with Western Powers street tree pruning requirements.

**DETAILS:****Tender Advertising**

The estimated value of the tender over three years is in excess of \$1,500,000. As the total budget exceeds \$250,000, Policy No. 1.2.3 – Purchasing, requires an open tender process be undertaken.

Under CEO Delegation 1.19, the Director Infrastructure and Environment approved the Procurement Plan, which included the following Evaluation Criteria.

<b>EVALUATION CRITERIA</b> (Regulation Part 4 S14(2a))			
<b>Criteria</b>		<b>Weighting</b>	<b>How it will be evaluated</b>
1.	Relevant Experience	50%	Respondents must, as a minimum, address the following information: a) Experience, expertise in the pruning of trees in accordance with Australian Standard 'Pruning of Amenity Trees' AS4373-1996. b) Experience, expertise and accreditation in the pruning of trees in accordance with Western Power's requirements. c) Provision of an organisation and management structure consistent with implementing all tasks to the required standard.
2.	Resources	40%	Respondent must demonstrate that it has the required plant, equipment, materials and appropriately qualified staff to undertake the service. Respondents must, as a minimum, address the following information:

EVALUATION CRITERIA (Regulation Part 4 S14(2a))		
Criteria	Weighting	How it will be evaluated
		a) Evidence of the tenderer having the available plant/equipment and staff to attend to emergency callouts as required. b) Evidence of the tenderer having the required plant/equipment (up to 3 pruning units) to undertake the scope of the work required.
3.	Environmental Responsibility	10%
		Respondent to address the following information: a) Provide details of your organisations environmental policy and/or practices which manage or reduce the impact on the environment. b) Offer details of any initiatives that would support the City's sustainability objectives and environmental targets. (i.e., recycle, reuse and reduce.)
<b>TOTAL</b>		<b>100%</b>

At the close of the advertising period, two tender responses were received, all of which were judged compliant, from the following companies:

- Tree Amigos Tree Surgeons
- Beaver Tree Services Aust. Pty. Ltd.

#### Tender Assessment

The tenders were assessed by members of the Tender Evaluation Panel (below) and each tender was assessed using the above Evaluation Criteria, with a scoring system being used as part of the assessment process.

Title	Role
Manager Parks	Voting
Coordinator Parks Operations	Voting
Technical Officer Parks	Voting
Procurement and Contracts Officer	Non-Voting

#### Evaluation

A summary table for each compliant Tenderer is provided below. A full outline of the Qualitative Evaluation Criteria for each Tenderer and pricing is contained with **Confidential Attachment 1**.

Company	Qualitative Score/100	Ranking
Beaver Tree Services Aust. Pty. Ltd.	89	1st
Tree Amigos Tree Surgeons	75	2nd

#### CONSULTATION/ADVERTISING:

The Request for Tender IE110/2021 was advertised in the West Australian and on both the City's website and Tenderlink portal on the 17 April 2021.

#### LEGAL/POLICY:

The Request for Tender was prepared and advertised in accordance with The City's Purchasing protocol, Policy No. 1.2.3 – Purchasing.

#### RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to accept the preferred tenderer.

**STRATEGIC IMPLICATIONS:**

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

*Our urban forest/canopy is maintained and increased.*

Thriving Places

*Our physical assets are efficiently and effectively managed and maintained.*

**SUSTAINABILITY IMPLICATIONS:**

This is in keeping with the following key sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024*.

*Urban Greening and Biodiversity*

**PUBLIC HEALTH IMPLICATIONS:**

This is in keeping with the following priority health outcomes of the *City's Public Health Plan 2020-2025*:

*Reduced exposure to ultraviolet radiation*

**FINANCIAL/BUDGET IMPLICATIONS:**

Costs associated with the pruning of street trees are charged against the street trees operating account.

Total projected expenditure for each of the tenderers over the three (3) year life of the tender, as shown in the confidential attachment, was modelled on past typical annual pruning programs as a means of providing a comparison of anticipated expenditure.

Whilst the annual expenditure under this tender can vary from year to year dependant on seasonal growing conditions, it is estimated that the total value will be in order of \$550,000 to \$600,000 per financial year.

**COMMENTS:**

The tender submission from Tree Amigos Tree Surgeons complies with all the tender requirements. The submission was satisfactorily presented and included all relevant and specific information required and requested within the tender specification.

The Evaluation Panel deemed the response to be convincing and credible, demonstrating the capability, capacity and experience to all Evaluation Criteria.

The Evaluation Panel recommends that Tree Amigos Tree Surgeons be accepted for Tender IE110/2021 Pruning of Street Trees using Elevated Platforms, as it offers the best overall value for money to the City.