

<b>10.3</b>	<b>TENDER IE109/2021 REMOVAL OF TREES AND PRUNING OF TREES WITHIN PARKS AND RESERVES</b>
-------------	--

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

**RECOMMENDATION:**

That Council

1. **NOTES the outcome of the evaluation process for Tender IE109/2021 Removal of Trees and Pruning of Trees within Parks and Reserves, and**
2. **ACCEPTS the tender submitted by Professional Tree Surgeons for Tender IE109/2021 for the Removal of Trees and Pruning of Trees within Parks and Reserves.**

**PURPOSE OF REPORT:**

To report to Council on the outcome of Tender IE109/2021 and to recommend the acceptance of a tenderer.

**BACKGROUND:**

The City is required to undertake the removal of both street trees and trees located in Parks and Reserves as required. Removal is generally undertaken only when a tree is dead or deemed to be dangerous.

The pruning of trees outlined in this tender does not refer to the pruning of street trees, but to the more specialist arboricultural work required when dealing with amenity trees of significant value and size.

These trees are predominantly located with the City's many Parks and Reserves, of which many are identified and protected under the City's 'Trees of Significance' - Inventory.

The current three (3) year contract/tender expires on 6 August 2021 and the City is seeking to appoint a new contractor to ensure continuity of this service.

**DETAILS:**

**Tender Advertising**

The estimated value of the tender over three years is in excess of \$900,000. 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> <i>(Regulation Part 4 S14(2a))</i>			
<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 removal of trees and pruning/care of trees in accordance with Australian Standard 'Pruning of Amenity Trees' AS4373-1996. b) 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.
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, five tender responses were received, all of which were judged compliant, from the following companies:

- Beaver Tree Services Aust. Pty. Ltd.
- Intelife Group Ltd
- Tree Amigos tree Surgeons Pty Ltd
- Westworks Group Pty Ltd
- Professional Tree Surgeons.

#### 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
Supervisor 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
Professional Tree Surgeons	95	1st
Beaver Tree Services Aust. Pty. Ltd.	90	2nd
Westworks Group Pty Ltd	89	3rd
Tree Amigos tree Surgeons Pty Ltd	70	4th
Intelife Group Ltd	28	5th

#### CONSULTATION/ADVERTISING:

The Request for Tender IE109/2021 was advertised in the West Australian and on both the City's website and Tenderlink portal between 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 removal and pruning of trees are charged against the respective park or 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 tree removal/pruning works 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 \$300,000 per financial year.

**COMMENTS:**

The tender submission from Professional Tree Surgeons complies with all the tender requirements as requested within the tender specification. The submission was very well presented and included all relevant and specific information required in a clear and concise format.

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

The Evaluation Panel recommends that Professional Tree Surgeons be accepted for Tender IE109/2021 Removal of Trees and Pruning of Trees within Parks and Reserves, as it offers the best overall value for money to the City.