

<b>6.4 TENDER NO IE 108/2021 TREE WATERING AND TREE PLANTING</b>
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**Attachments:** 1. **Evaluation Summary - Confidential**

**RECOMMENDATION:**

**That Council**

1. **NOTES the outcome of the evaluation process for Tender IE108/2021 Tree Watering and Tree Planting, and**
2. **ACCEPTS the tender submitted by Leo Heaney Pty Ltd for Tender IE108/2021 for Tree Watering and Tree Planting service.**

**PURPOSE OF REPORT:**

To report to Council on the outcome of Tender IE108/2021 and to recommend the acceptance of a tenderer.

**BACKGROUND:**

The City undertakes a number of tree planting activities each year including programmed Greening Plan projects as well as residential requests.

The majority of new trees are planted in areas where there is no reticulation and manual tree watering is required for the first few years to assist in establishment and ensure tree survival.

The current three (3) year contract expired on the 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 \$1,500,000. As the total budget exceeds \$250,000, Policy 1.2.3 – Purchasing, requires an open tender process to be undertaken.

Under CEO delegation 1.19, the Executive Director of 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 care and general requirements of trees located within parks and streetscapes. b) Provision of an organisation and management structure consistent with implementing all tasks to the required standard.
2.	Resources and Key Personnel Skills	40%	Respondent must demonstrate that it has the required plant, equipment, materials and appropriately skilled staff to undertake the service. Respondents must, as a minimum, address the following information: a) Evidence of the tenderer having the required plant/equipment (up to four trucks/tanks) to undertake the scope of works required.

EVALUATION CRITERIA (Regulation Part 4 S14(2a))		
Criteria	Weighting	How it will be evaluated
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 consultation period, five (5) tender responses were received, all of which were judged compliant, from the following companies:

- Baroness Holdings Pty Ltd
- Landscape Australia Construction
- LD Total
- Leo Heaney Pty Ltd
- United Lawns and Landscaping

### Tender Assessment

The tenders were assessed by members of the 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
Coordinator Parks Strategy & Projects	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
Leo Heaney Pty Ltd	81	1 <sup>st</sup>
Baroness Holdings Pty Ltd	81	1 <sup>st</sup>
United Lawns and Landscaping	75	2 <sup>nd</sup>
LD Total	68	3 <sup>rd</sup>
Landscape Australia Construction	20	4 <sup>th</sup>

### CONSULTATION/ADVERTISING:

The Request for Tender IE108/2021 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.  
Our parks and reserves are maintained, enhanced and well utilised.*

Accessible City

*Our pedestrian and cyclist networks are well designed, connected, accessible and encourage increased use.*

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 tree watering and tree planting are charged against the Greening Plan capital budget 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 watering and planting 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 programmed projects and seasonal growing conditions, it is estimated that the total value will be in order of \$550,000 to \$650,000 per financial year.

**COMMENTS:**

The tender submission from Leo Heaney Pty Ltd 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 Leo Heaney Pty Ltd be accepted for Tender IE108/2021 Tree watering and Tree Planting as it offers the best overall value for money to the City.