

**6.1 TENDER RECOMMENDATION FOR RFT IE146/2021 - PROVISION OF SMALL MAINTENANCE SERVICES**

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

**RECOMMENDATION:**

**That Council:**

1. **NOTES the outcome of the evaluation process for Tender IE146/2021 Provision of Small Maintenance Services; and**
2. **ACCEPTS the tender submission of Devco Builders for Tender IE146/2021 Provision of Small Maintenance Services for a period of three (3) years with the option to extend for a further one (1) year.**

**PURPOSE OF REPORT:**

For Council to accept the tender submission of Devco Holdings for Tender IE46/2021 Provision of Small Maintenance Services.

**BACKGROUND:**

The City has the responsibility to maintain public facilities and infrastructure, both vested and unvested, within its Local Government area in accordance with the Local Government Act 1995.

Examples of work include, but are not limited to: preventative and reactive maintenance, renewal, upgrade and new installations across the City's building and infrastructure assets of:

- a) Joinery and timber work including fit-out;
- b) Emergency make safe work, following on from vandalism or break-ins, such as hoarding broken windows;
- c) Plaster and Gyprock works;
- d) Concrete, cement, brick and paving works;
- e) Fencing and retaining wall works;
- f) Steel works including fixings and welding;
- g) Roof works including fabric, fixtures, pointing and flashing, gutter and downpipe cleaning;
- h) Painting;
- i) Graffiti removal;
- j) Pressure cleaning;
- k) Non fixed asset maintenance; and
- l) Any other minor maintenance work as directed by the City's Representative.

The current small maintenance contract expired on the 2<sup>nd</sup> October 2021 and the current contractor (Devco Builders) has been engaged on a month to month contract to continue to provide services on the same terms, conditions, prices and obligations until a new contract is awarded.

A request for tender was publicly advertised through Tenderlink on 2 February 2022 and closed on 24 February 2022.

**Tender Submissions**

Submissions were received from the following six (6) Respondents:

- Fremantle Civil Pty Ltd
- Hoskins Investments Pty Ltd ATF M R Hoskins Family Trust T/A AE Hoskins Building Services
- AWB Building Co.
- Devco Builders
- Geared Construction Pty Ltd
- GMS Contractors

### Evaluation Panel

The Evaluation Panel comprised of four members, being:

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

### Compliance Assessment

All offers received were assessed as fully compliant and progressed to the qualitative assessment.

### Evaluation Method and Weighting

The qualitative weighting method of tender evaluation was selected to evaluate the offers for this requirement.

The qualitative criteria and weighting used in evaluating the submissions received for both portions were as follows:

Qualitative Criteria		Weighting
1	Capacity, skills and resources	45%
2	Professional experience in similar projects	45%
3	Environmental and Social	10%

### Qualitative Assessment

The panel assessed the qualitative responses against each of the criteria. AE Hoskins Building Services was ranked first with a score of 75% ,very closely followed by Devco Builders with a score of 74%. The submission were separated by 1 point in the Environmental and Social criteria.

Recommended Respondent	Weighted Percentage Score	Qualitative Ranking	Comment
Devco Holdings	74%	2	Response complies, is convincing and credible. Response demonstrates very good capability, capacity and experience relevant to, or understanding of, the requirements. Low risk.

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

### Price Assessment

The panel carried out a comparison of the submitted pricing offered and made a value judgement as to the cost affordability, qualitative ranking and risk of each submission, in order to determine which Respondent presented the best value for money to the City.

Devco Builders provided the lowest rates out of all six (6) submissions:

Recommended Respondent	Cost	Price Ranking
Devco Builders	See attached	1

Refer to **Confidential Attachment 1** for further detail on the rates.

### Evaluation Summary

The panel concluded that the tender from Devco Builders provides best value for money to the City and is therefore recommended for the provision of small maintenance services for the following reasons:

- Compliance with the submission requirements;
- Ranked second in the Qualitative Assessment;

- Provided the lowest rates; and
- References supported the Evaluation Panel's recommendation.

It is therefore recommended that Council ACCEPTS the tender submitted by Devco Builders for both provision of small maintenance services for a period of three (3) years.

#### **CONSULTATION/ADVERTISING:**

The Request for Tender IE146/2021 was advertised in the West Australian on 2 February 2022 and on both the City's website and Tenderlink portal between 2 February 2022 and 24 February 2022.

#### **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 preferred Respondent.

#### **STRATEGIC IMPLICATIONS:**

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

##### Enhanced Environment

*We have minimised our impact on the environment.*

##### Connected Community

*Our community facilities and spaces are well known and well used.*

##### Thriving Places

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

#### **SUSTAINABILITY IMPLICATIONS:**

This does not contribute to any specific sustainability outcomes of the City's Sustainable Environment Strategy 2019-2024, although the sustainability and environmental management practices of Respondents was a weighted qualitative criterion of this request, and the preferred Respondent provided convincing evidence of excellent sustainability practices.

#### **PUBLIC HEALTH IMPLICATIONS:**

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

#### **FINANCIAL/BUDGET IMPLICATIONS:**

The anticipated contract expenditure is within the allocated annual budget. Further details on contract rates is provided in the **Confidential Attachment 1**.

The funds for this contract will be made available from the preventative and reactive maintenance, and capital budgets within the City of Vincent Infrastructure and Environment Directorate, being for buildings, parks and engineering, and Beatty Park Leisure Centre.

**COMMENTS:**

The tender submission from Devco 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 tender submission received from Devco for the provision small maintenance services is considered the most advantageous and best value for money for the City of Vincent.