



City of Nedlands

Technical Services Reports


Committee Consideration – 11 November 2014

Council Resolution – 25 November 2014

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TS17.14	Tender No. 2013/14.29 – Provision of Electrical Services
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Committee	11 November 2014
Council	25 November 2014
Applicant	City of Nedlands
Officer	Nathan Brewer – Purchasing and Tenders Coordinator
Director	Mark Goodlet – Director Technical Services
Director Signature	
File Reference	TS-PRO-00018
Previous Item	Not Applicable

Executive Summary

To award the term contract for electrical services in the City of Nedlands for electrical maintenance operations.

Recommendation to Council

Council:

1. **Agrees to award tender no. 2013/14.29 to FM Holdings WA Pty Ltd Trading as Boyan Electrical for the provision of electrical services as per the schedule of rates (Attachment 1) submitted; and**
2. **Authorises the Chief Executive Officer to sign an acceptance of offer for this tender.**

Strategic Plan

KFA: Natural and Built Environment

Award of this tender enables the City to maintain electrical infrastructure as part of operational and maintenance works.

Background

As part of the engineering services operational works the City of Nedlands includes a provision of electrical services to maintain and improve the City's electrical infrastructure. Expenditure in this contract is likely to exceed \$100,000 and to comply with legislative requirements outlined in the *Local Government Act 1995* and ensure the best value for money for the City, this service must be tendered.

Tender documents were advertised on Saturday 19 July 2014 in the West Australian Newspaper. Tenders opened on Monday 21 July 2014 and submissions closed at 2:00 pm Wednesday 13 August 2014.

Conforming tenders were received from the following 16 companies:

1. FM Holdings WA Pty Ltd (Boyan Electrical);
2. Access Without Barriers Pty Ltd;
3. CPD Group Pty Ltd (Colliers);
4. Datatel Electrical and Communications;
5. Downer Engineering Electrical Pty Ltd;
6. Fronton Australia Pty Ltd (Wembley Electronics);
7. JDS Technical Services;
8. Lightspeed Communications Australia Pty Ltd;
9. MACS Maintenance and Contracting Services;
10. Michael Mark Jacob (MMJ) Electrical Pty Ltd;
11. M Power U Pty Ltd (Montini);
12. Mine Trades & Maintenance Electrical (MTM);
13. Shine Rise Pty Ltd (AllTech);
14. Jolyntra Pty Ltd (Gilmour Jooste);
15. Realoz Investments Pty; and
16. Anser Group Pty Ltd (Anser Technical).

Key Relevant Previous Council Decisions

Nil.

Consultation

Required by legislation: Yes No
Required by City of Nedlands policy: Yes No

Legislation / Policy

Local Government Act 1995, section 3.57
Local Government (Functions and General) Regulations 1996, Part 4
City of Nedlands Policy – ‘Purchasing of Goods and Services’

Budget/Financial Implications

Within current approved budget: Yes No
Requires further budget consideration: Yes No

Allowance is made in the engineering services operations budget for the supply of electrical services in accordance with this contract.

Risk Management

Failing to appoint the contract will impact on the City’s ability to maintain electrical infrastructure within agreed levels of service.

Key risk areas, including financial and regulatory risks, have been addressed through the control measures applied through the tender documentation and evaluation process. Reference checks were completed on the recommended contractor following the evaluation process.

Discussion

The tender was independently evaluated by three City Officers in accordance with the qualitative criteria specified in the tender documentation, as set out in the below table extract from RFT 2013/14.29.

Qualitative Selection Criteria	Weighting
<p>Key Personnel, Skills and Experience</p> <p>Tenderer's must, as a minimum, address the following information in an attachment and label it "Key Personnel":</p> <ul style="list-style-type: none"> a) Nominate key personnel to be involved in this contract (5); and b) Provide relevant industry experience, current qualifications and registrations of the key personnel (5). 	<p>10%</p>
<p>Relevant Experience</p> <p>Tenderer's must, as a minimum, address the following information in an attachment and label it "Relevant Experience":</p> <ul style="list-style-type: none"> a) Provide details of similar work (20); and b) Demonstrate competency and proven track record of achieving outcomes (10). 	<p>30%</p>
<p>Tenderer's Resources (Equipment and Personnel)</p> <p>A Tenderer must, as a minimum, address the following information in an attachment and label it "Tenderer's Resources":</p> <ul style="list-style-type: none"> a) Plant, equipment and materials (5); and b) Any contingency measures or back up of resources including personnel (where applicable)(5). 	<p>10%</p>

<p>Performance</p> <p>A Tenderer must as a minimum, address the following information in an attachment and label it “Performance”:</p> <p>a) The ability to supply and sustain the necessary technical resources, staff and equipment (10);</p> <p>b) Demonstrate ability to provide high quality and standard of work (10); and</p> <p>c) Demonstrated ability to meet specifications of this request (10).</p>	<p>30%</p>
<p>Price</p> <p>A Tenderer must as a minimum, address the following information in an attachment and label “Price”:</p> <p>The tendered price(s) will be considered along with related factors affecting total cost to the Principal. Early settlement discounts, lifetime costs, the major components to be utilised, the Principal’s contract management costs may also be considered in assessing the best value for money outcome (20).</p>	<p>20%</p>

The priced items were compiled in to a spreadsheet for analysis of value comparison. A price criteria score was allocated based on the best value being scored at 100% and other values scored proportionally against this price.

The pricing was weighted at 20% of the assessment with the remaining % being allocated to the qualitative section criteria.

Evaluation

The tenderer who scored highest on the evaluation was FM Holdings WA Pty Ltd trading as Boyan Electrical with a score of 82%.

Conclusion


After an assessment of the submitted tenders it is proposed that the tender submission received from the contractor FM Holdings WA Pty Ltd trading as Boyan Electrical be accepted having attained the highest score in the evaluation and providing the most cost efficient outcome.

The contract provides the option to extend the contract for a period of two 12 months extensions at the end of the initial one year period, subject to satisfactory performance.

Attachments

1. Confidential Schedule of Rates (not to be published); and
2. Confidential Tender Assessment (not to be published).

TS18.14	Tender No. 2014/15.01 – Provision of Plumbing Services
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Committee	11 November 2014
Council	25 November 2014
Applicant	City of Nedlands
Officer	Nathan Brewer – Purchasing and Tenders Coordinator
Director	Mark Goodlet – Director Technical Services
Director Signature	
File Reference	TS-PRO-00030
Previous Item	Not Applicable

Executive Summary

To award the term contract for plumbing services in the City of Nedlands for maintenance operations.

Recommendation to Council

Council:

1. **Agrees to award tender no. 2014/15.01 to Brealey Plumbing Service for the provision of plumbing services as per the schedule of rates (Attachment 1) submitted; and**
2. **Authorises the Chief Executive Officer to sign an acceptance of offer for this tender.**

Strategic Plan

KFA: Natural and Built Environment

Award of this tender enables the City to maintain its plumbed infrastructure in accordance with agreed levels of service.

Background

As part of the engineering services operational works the City of Nedlands includes a provision for plumbing services to maintain and improve the City's infrastructure. Expenditure in this contract is likely to exceed \$100,000 and to comply with legislative requirements outlined in the *Local Government Act 1995* and ensure the best value for money for the City, this service must be tendered.

Tender documents were advertised on Saturday 19 July 2014 in the West Australian Newspaper. Tenders opened on Monday 21 July 2014 and submissions closed at 2:00 pm Wednesday 13 August 2014.

Conforming tenders were received from the following eight companies:

1. Brealey Plumbing Service;
2. Access Without Barriers Pty Ltd;
3. Brads Plumbing and Maintenance;
4. CPD Group Pty Ltd (Colliers International WA);
5. Majestic Plumbing Pty Ltd;
6. Mine Trades & Maintenance Pty Ltd;
7. RWE Robinson & Sons Pty Ltd (Robinson Buildtech); and
8. Samson Pty Ltd (Swans Complete Plumbing).

One non-conforming tender was received from Brian Gregson Management Services.

Key Relevant Previous Council Decisions

Nil.

Consultation

Required by legislation: Yes No
Required by City of Nedlands policy: Yes No

Legislation / Policy

Local Government Act 1995, section 3.57
Local Government (Functions and General) Regulations 1996, Part 4
City of Nedlands Policy – ‘Purchasing of Goods and Services’

Budget/Financial Implications

Within current approved budget: Yes No
Requires further budget consideration: Yes No

Allowance is made in the engineering services operations budget for the supply of plumbing services in accordance with this contract.

Risk Management

Failing to appoint the contract will impact on the City’s ability to maintain plumbed infrastructure within agreed levels of service.

Key risk areas, including financial and regulatory risks, have been addressed through the control measures applied through the tender documentation and evaluation process. Reference checks were completed on the recommended contractor following the evaluation process.

Discussion

The tender was independently evaluated by three City Officers in accordance with the qualitative criteria specified in the tender documentation, as set out in the below table extract from RFT 2014/15.01.

Qualitative Selection Criteria	Weighting
<p>Key Personnel, Skills and Experience</p> <p>Tenderer's must, as a minimum, address the following information in an attachment and label it "Key Personnel":</p> <ul style="list-style-type: none"> a) Nominate key personnel to be involved in this contract (5); and b) Provide relevant industry experience, current qualifications and registrations of the key personnel (5). 	<p>10%</p>
<p>Relevant Experience</p> <p>Tenderer's must, as a minimum, address the following information in an attachment and label it "Relevant Experience":</p> <ul style="list-style-type: none"> a) Provide details of similar work (20); b) Demonstrate competency and proven track record of achieving outcomes (10). 	<p>30%</p>
<p>Tenderer's Resources (Equipment and Personnel)</p> <p>A Tenderer must, as a minimum, address the following information in an attachment and label it "Tenderer's Resources":</p> <ul style="list-style-type: none"> a) Plant, equipment and materials (5); and b) Any contingency measures or back up of resources including personnel (where applicable) (5). 	<p>10%</p>
<p>Performance</p> <p>A Tenderer must as a minimum, address the following information in an attachment and label it "Performance":</p> <ul style="list-style-type: none"> a) The ability to supply and sustain the necessary technical resources, staff and equipment (10); b) Demonstrate ability to provide high quality and standard of work (10); and c) Demonstrated ability to meet specifications of this request (10). 	<p>30%</p>

<p>Price</p> <p>A Tenderer must as a minimum, address the following information in an attachment and label “Price”:</p> <p>The tendered price(s) will be considered along with related factors affecting total cost to the Principal. Early settlement discounts, lifetime costs, the major components to be utilised, the Principal’s contract management costs may also be considered in assessing the best value for money outcome (20).</p>	<p>20%</p>
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The priced items were compiled in to a spreadsheet for analysis of value comparison. A price criteria score was allocated based on the best value being scored at 100% and other values scored proportionally against this price.

The pricing was weighted at 20% of the assessment with the remaining % being allocated to the qualitative section criteria.

Evaluation

The tenderer who scored highest on the evaluation was Brealey Plumbing Service with a score of 75%.

Conclusion

After an assessment of the submitted tenders it is proposed that the tender submission received from the contractor Brealey Plumbing Service be accepted having attained the highest score in the evaluation and providing the most cost efficient outcome.

The contract provides the option to extend the contract for a period of two 12 months extensions at the end of the initial one year period, subject to satisfactory performance.

Attachments

1. Confidential Schedule of Rates (not to be published); and
2. Confidential Tender Assessment (not to be published).