

# Technical Services Reports


**Committee Consideration – 11 October 2011**  
**Council Resolution – 25 October 2011**

## Table of Contents

Item No.	Page No.
T11.11 Tender No. 2010/11.10 – Supply & Delivery of Drainage Materials .....	1

<b>T11.11</b> <b>Tender No. 2010/11.10 – Supply &amp; Delivery of Drainage Materials</b>
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<b>Committee</b>	11 October 2011
<b>Council</b>	25 October 2011

<b>Applicant</b>	City of Nedlands
<b>Owner</b>	City of Nedlands
<b>Officer</b>	Maria Hulls– A/Manager Engineering Services
<b>Director</b>	Ian Hamilton – Director Technical Services
<b>Director Signature</b>	
<b>File ref.</b>	TEN/309
<b>Previous Item No's</b>	N/A
<b>Disclosure of Interest</b>	No officer involved in the preparation of this report had any interest which required it to be declared in accordance with the provisions of the <i>Local Government Act (1995)</i> .

**Purpose**

The purpose is to award the contract for the provision of the Supply and Delivery of Drainage Materials within the City of Nedlands for the 2011/12 financial year.

**Recommendation to Committee**

**Council:**

1.      **accepts the tender submitted by Icon Septech Pty Ltd for the supply and delivery of drainage materials for the 2011/12 financial year; and**
2.      **accepts the option to extend the contract for two (2) twelve month periods at the end of the initial period ending 30 June 2014, at the Principal's discretion.**

**Strategic Plan**

KFA 5: Governance

- 5.4 Monitor and review business processes, systems, structure and policies to ensure effective service delivery and organisational performance.
- 5.9 Identify, manage and seek to minimise risk.

## Background

The City of Nedlands Technical Services drainage maintenance and rehabilitation programmes include a provision for the supply and delivery of drainage materials for the purpose of installation by the City and the City's drainage installation contractors.

The objective of this contract is to assist drainage projects by providing a seamless and consistent supply of drainage materials

As required by the *Local Government Act* for contracts of this size and to ensure the City receives the best value for money these services have been sought through the advertising of a Request for Tender.

## Key Relevant Previous Decisions

Nil

## Proposal Detail

This contract is for the supply and delivery of drainage materials in preparation for drainage maintenance works in accordance with the specifications set out in tender RFT 2010/11.10 inclusive of all labour, services, plant and materials.

## Consultation

Required by legislation: Yes  No

Required by City of Nedlands policy: Yes  No

## Legislation

*Local Government Act 1995*

## Budget/financial implications

Budget:

Within current approved budget: Yes  No

Requires further budget consideration: Yes  No

Financial:

Allowance has been made in the current capital works budget for the supply and delivery of drainage materials within the drainage maintenance program.

## Risk Management

Key risk areas including financial, health, service interruption, environment and regulatory risks have been addressed through the control measures applied through the tender documentation and evaluation process.

## Discussion

The tender was advertised in the West Australian newspaper on 6 August 2011 with submissions closing at 2.00 pm on 19 August 2011.

The tender was independently evaluated by three (3) City officers in accordance with the criteria specified in the tender documentation as set out in the below table.

<p>Capacity and Experience:</p> <p>Tenderers must, address the following criterion in an attachment and label it "Capacity and Experience":</p> <ul style="list-style-type: none"> <li>• Provide details of at least two recent Contracts of similar size and scope completed by your organisation including works description, project value and your role.</li> <li>• Provide at least three references from previous contracts, detailing the closing date of each contract.</li> <li>• Outline your current commitments and the organisational capacity represented by these Contracts including this contract;</li> </ul>	<p>Weighting 25%</p>
<p>Resources:</p> <p>Tenderers must, address the following criterion in an attachment and label it "Resources":</p> <ul style="list-style-type: none"> <li>• Detail the key personnel that will be involved in the management of this Contract inclusive of any relevant Current Registrations or Licences held, their intended role and any relevant experience or qualifications held;</li> <li>• Demonstrate your ability to supply and sustain the necessary plant, equipment and materials required to undertake contracts of this size and multiple contracts concurrently;</li> <li>• Detail the subcontractors to be utilised in conducting the Requirements of this Request inclusive of any relevant Current Registrations held, their intended role and any relevant experience and qualifications held.</li> </ul>	<p>Weighting 25%</p>

<p>Goods</p> <p>Tenderers must, address the following criterion in an attachment and label it “Goods”:</p> <ul style="list-style-type: none"> <li>• Provide an outline as to how your organisation processes customer orders from receipt of order until order completion inclusive of, order acknowledgement, delivery process, back orders, inability to supply, order completion and invoice process.</li> <li>• Describe your manufacturing facilities and how you ensure that the relevant goods being provided adhere to relevant standards.</li> <li>• How will your organisation ensure that you can provide a seamless supply of the goods required under this contract.</li> </ul>	<p>Weighting 20%</p>
<p>Price</p> <p>Tenderers must, address the following criterion in an attachment and label it “Price”:</p> <ul style="list-style-type: none"> <li>• The Proposed price will be considered along with related factors affecting the total cost to the Principal e.g., the lifetime operating costs of goods or the Principal’s Contract management costs may also be considered in assessing the best value for money outcome.</li> </ul>	<p>Weighting 30%</p>
<p>TOTAL      100%</p> <hr style="border-top: 3px double #000;"/>	

Capacity and Experience consists of three (3) scoring components each given 10%, 5% and 10% weighting respectively for a total of 25%.

Resources consists of three (3) scoring components, the combined 1st and 3rd given 15% (some contractors do not require subcontractors) and the 2<sup>nd</sup> given 10% weighting for a total of 25%.

Goods consists of three (3) scoring components each given 4%, 8% and 8% weighting respectively for a total of 20%.

Price was determined as a result of an in-depth analysis of different pricing components relating to the price schedules submitted by each of the tenderers at a total of 30%.

Conforming submissions were received from the following organisations:

- Holcim (Australia) Pty Ltd
- Rocla Pty Limited
- Reinforced Concrete Pipes Australia (WA) Pty Ltd
- Icon Septech Pty Ltd

Tender submissions that did not conform with section 1.6.1 Compliance Criteria of the Request for Tender, exempting them from consideration were received from the following organisations:

- Naval Base Concrete Pty Ltd
- Added Technical Steel Pressing Company Pty Ltd
- Cubic Solutions Pty Ltd

The final evaluation scores are as follows:

- |  |        |
|--|--------|
| • Icon Septech Pty Ltd                             | 79.33% |
| • Reinforced Concrete Pipes Australia (WA) Pty Ltd | 66.00% |
| • Rocla Pty Ltd                                    | 61.67% |
| • Holcim (Australia) Pty Ltd                       | 53.33% |

### **Conclusion**

After evaluation of the tender submissions, it is recommended that Icon Septech Pty Ltd be awarded the contract for Supply and Delivery of Drainage Materials for the 2011/2012 financial year at the submitted fixed schedule of rates cost, having attained an evaluation score of 79.33%.

### **Attachments**

Nil