



City of Nedlands

Technical Services Reports

Committee Consideration – 08 April 2014

Council Resolution – 22 April 2014

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TS07.14	Tender No. 2013/14.23 Provision of Building Condition and Valuation Audits
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Committee	08 April 2014
Council	22 April 2014
Applicant	City of Nedlands
Officer	Steve Crossman – Strategic Projects Officer
Director	Mark Goodlet – Director Technical Services
Director Signature	
File Reference	TS-PRO-00008
Previous Item	Nil

Executive Summary

To award the term contract for provision of building condition and valuations audits.

Recommendation to Committee

Council:

1. **agrees to award tender no. 2013/14.23 Part A to Intergral for the provision of building condition audit services as per the schedule of rates (Attachment 1) submitted;**
2. **agrees to award tender no. 2013/14.23 Part B to APV for the provision of building valuation audit services as per the schedule of rates (Attachment 2) submitted; and**
3. **authorises the Chief Executive Officer to sign an acceptance of offer for this tender.**

Strategic Plan

KFA: Governance and Civic Leadership

Effectively managing City buildings for asset and financial management, is pivotal to Council's commitment to infrastructure renewal as described in the Strategic Community Plan.

Background

Renewing community infrastructure is a major theme of this Strategic Community Plan.

The City's asset management strategy (Strategic Asset Management Plan 2013 – 2023) sets out a plan to understand the current state of the assets, including C14/31

community and sporting facilities (buildings and pavilions) and corporate buildings. This is achieved by undertaking a condition audit of these built assets and their components.

In addition, amendments have been made to the *Local Government (Financial Management) Regulations 1996*. These changes mandate the application of fair value to local government financial reporting.

To fulfil the requirements of the strategy and the regulations, a decision was made to combine the asset audit, and asset valuation, into one (1) tender process with two (2) parts:

- PART A - Building condition audit; and
- PART B - Valuation audit.

Conforming tenders were received from the following nine (9) companies:

1. Intergral
2. APV
3. AON
4. Assetval
5. Colliers
6. MMJ / DTZ
7. Hymans
8. Liquid Pacific
9. Griffin

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, 53.57

Local Government (Financial Management) Regulations 1996, Section 17A.

City of Nedlands Policy – ‘Purchasing of Goods and Services’

City of Nedlands Policy – ‘Asset Management’

Budget/Financial Implications

Within current approved budget:

Yes

No

Requires further budget consideration:

Yes

No

Risk Management

Failing to appoint the contract for Part A of the tender will result in the City having to defer part of the Strategic Asset Management Plan 2013 -2023; furthermore, failing to appoint the contract will result in the City being in breach of the *Local Government (Financial Management) Regulations*.

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 (3) City officers in accordance with the qualitative criteria specified in the tender documentation, as set out in the below table extract from RFT 2013/14.23.

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> <p>Nominate key personnel to be involved in this contract and provide a CV outlining the following:</p> <ul style="list-style-type: none"> a) Relevant industry experience; and b) Current qualifications and registrations. 	<p style="text-align: center;">5%</p> <p style="text-align: center;">5%</p>
<p>Organisation Capabilities</p> <p>A Tenderer must as a minimum, address the following information in an attachment and label it “Organisation Capabilities”:</p> <ul style="list-style-type: none"> a) Organisations to demonstrate industry-recognised qualifications and recent experience with contracts of a similar size and scope. 	<p style="text-align: center;">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) Project timetable (presented in MS Project format or PDF identifying key deliverables, milestones and dates); b) Demonstrated understanding of specifications of this request; c) Scope & methodology statement (the contractor’s intended approach for guaranteeing delivery of the specified project outcomes); d) Demonstrate the ability to supply and sustain the necessary technical resources, staff and equipment (contingency plan); and e) Previous relevant experience (including referees’ reports and sample report(s) from previous significant condition audits & asset revaluations). 	<p>10%</p> <p>10%</p> <p>10%</p> <p>10%</p> <p>10%</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 Client. Early settlement discounts, lifetime costs, the major components to be utilised, the Client’s contract management costs may also be considered in assessing the best value for money outcome.</p>	<p>30%</p>

The pricing was weighted at 30% of the assessment with the remaining % being allocated to the qualitative section criteria.

Evaluation

The final evaluation scores are as follows:

Part A

- Griffin – 87%
- Intergral – 76%
- MMJ / DTZ – 69%
- Colliers – 65%
- AON – 57%
- Liquid Pacific – 51%

Part B

- Liquid Pacific – 80%
- Griffin – 75%
- APV – 75%

- Intergral – 69%
- AON – 68%
- MMJ / DTZ – 65%
- Assetval – 57%
- Colliers – 54%
- Hymans – 50%

The full evaluation scores are provided in Attachment 3.

Conclusion

After an assessment of the submitted tenders it is proposed that the tender submission received from Intergral be accepted, having attained a strong score in the evaluation, above average scores in all disciplines, and providing the most cost efficient outcome and best overall value for Part A.

In addition, it is proposed that the tender submission received from APV be accepted, having attained a strong score in the evaluation, above average scores in all disciplines, and providing the most cost efficient outcome and best overall value for Part B.

Attachments

1. Confidential Schedule of Rates for Part A (not to be published)
2. Confidential Schedule of Rates for Part B (not to be published)
3. Confidential Evaluation of Tenders for Part A and Part B (not to be published)

TS08.14	Tender No. 2013/14.22 – Road Profiling and Kerb Grinding
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Committee	08 April 2014
Council	22 April 2014
Applicant	City of Nedlands
Officer	Taryn King – Purchasing and Tenders Coordinator
Director	Mark Goodlet – Director Technical Services
Director Signature	
File Reference	TS-PRO-00006
Previous Item	Nil

Executive Summary

To award the term contract for road profiling and kerb grinding in the City of Nedlands for capital and maintenance work.

Recommendation to Committee

Council:

1. **agrees to award tender no. 2013/14.22 to Bluestone WA Pty Ltd t/a WA Profiling for road profiling and kerb grinding, for a period of one (1) year, 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: Transport

KFA: Governance & Civic Leadership

Award of this tender enables the City to maintain and improve its infrastructure in accordance with Council policy and legislative requirements.

Background

As part of the Capital Works program, the City undertakes road construction and maintenance throughout the City. Road Profiling is an outsourced contract service, a contract which has in previous years been a request for tender held for the last 3 (three) years by WA Profiling. To comply with legislative requirements outlined in the *Local Government Act 1995* and ensure the best value for money for the City, this service went out to tender.

Tender documents were advertised on Saturday 1 February 2014 in the West Australian Newspaper, made available on Tenderlink and opened for submissions on Monday 3 February 2014, and closed on Tuesday 18 February 2014. Submitted tenders were opened by officers of the City of at 2pm on Tuesday 18 February 2014.

Two (2) tender submissions were received by the City of Nedlands.

Conforming tenders were received from the following two (2) companies:

1. Bluestone WA Pty Ltd t/a WA Profiling
2. West Coast Profilers

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, 53.57

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

Risk Management

Failing to appoint the contract will impact on the City’s ability to complete the Capital and Operation Works Schedule.

Discussion

The tender was independently evaluated by three (3) City officers in accordance with the qualitative criteria specified in the tender documentation, as set out in the below table extract from RFT 2013/14.22.

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> <p>a) Nominate key personnel to be involved in this contract; and b) Provide relevant industry experience, current qualifications and registrations of the key personnel.</p>	<p>Weighting</p> <p>10%</p>
<p>Organisation Capabilities</p> <p>A Tenderer must as a minimum, address the following information in an attachment and label it "Organisation Capabilities":</p> <p>a) Organisations to demonstrate industry-recognised qualifications and recent experience with contracts of a similar size and scope.</p>	<p>Weighting</p> <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; b) Demonstrate ability to provide high quality and standard of work; and c) Demonstrated ability to meet specifications of this request.</p>	<p>Weighting</p> <p>45%</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.</p>	<p>Weighting</p> <p>35%</p>

The pricing was weighted at 35% of the assessment with the remaining % being allocated to the qualitative section criteria.

Evaluation

The final evaluation scores are as follows:

- Bluestone WA Pty Ltd t/a WA Profiling – 89%

- West Coast Profilers – 88%

The full evaluation scores are provided in Attachment 2.

Conclusion

After an assessment of the submitted tenders it is proposed that the tender submission received from the contractor Bluestone WA Pty Ltd t/a WA Profiling be accepted, having attained the highest score in the evaluation and providing the most cost efficient outcome and best overall value.

The contract period is for one (1) year with the option to extend for a further two (2) years at the City's absolute discretion.

Attachments

1. Confidential Schedule of Rates (not to be published)
2. Confidential Evaluation of Tenders (not to be published)