



City of Nedlands

## **Technical Services Reports**

**Committee Consideration – 8 August 2017**  
**Council Resolution – 22 August 2017**

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<b>Committee</b>	8 August 2017
<b>Council</b>	22 August 2017
<b>Applicant</b>	City of Nedlands
<b>Officer</b>	Nathan Brewer – Purchasing and Tenders Coordinator
<b>Director</b>	Martyn Glover – Director Technical Services
<b>Attachments</b>	1. Evaluation score sheet (confidential)

## Executive Summary

To award the term contract for the Provision of General Tree Surgery Services to the City.

## Recommendation to Committee

### Council:

1. agrees to award tender no. 2016/17.17 to The Trustee for Tree Amigos Tree Surgeons ta Tree Amigos Tree Surgeons Pty Ltd for the Provision of General Tree Surgery as per the schedule of rates submitted; and
2. authorises the Chief Executive Officer to sign an acceptance of offer for this tender.

## Discussion/Overview

### Tender Information

To comply with legislative requirements outlined in the *Local Government Act 1995* and to ensure the best value for money for the City, this procurement went out to tender.

Tender 2016/17.17 was advertised on 20 June 2017 in the West Australian Newspaper and on [www.tenderlink.com/nedlands](http://www.tenderlink.com/nedlands). The tender period ended on 4 July 2017 and submitted tenders were opened by officers of the City at 2:00 pm. Seven submissions were received by the City. Compliant tenders were received from the following companies:

1. Beaver Tree Services Aust Pty Ltd;
2. The Trustee for the Royce Family Trust ta Professional Tree Solutions;
3. Ibrox WA Pty Ltd ta Total Tree Services;
4. The Trustee for Tree Amigos Tree Surgeons ta Tree Amigos Tree Surgeons Pty Ltd;
5. The Trustee for Muralie Family Trust ta Associated Tree Services;
6. Westworks Group Pty Ltd atf Ussheridan Trust ta Tree Care WA; and
7. Premier Tree Services WA Pty Ltd.

No non-compliant tenders were received.

## **Evaluation**

The tender was independently evaluated by three City officers in accordance with the qualitative criteria specified in the tender documentation, qualitative criteria was afforded a total of 70% of the total score.

Price criteria was evaluated based on the completed itemised price schedules included within the tender submissions. The priced items were compiled into a spreadsheet for close 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.

A total of 30% weighting was allocated to the price criteria.

A confidential evaluation and recommendation report was completed and approved by the evaluation panel, Manager Parks Services and Director Technical Services. References were sought from appropriate sources for quality assurance purposes which backed up the findings of the evaluation panel.

The final evaluation, including pricing and scoring, can be viewed in the confidential attachment – RFT 2016/17.17 General Tree Surgery Final Evaluation.

## **Conclusion**

After an assessment of the submitted tenders it is proposed that the tender submission received from the contractor The Trustee for Tree Amigos Tree Surgeons ta Tree Amigos Tree Surgeons Pty Ltd be accepted.

Tree Amigos scored highest in the evaluation process, demonstrating the ability to perform the services required to a high standard while also providing the lowest cost option. They demonstrated a qualified and adequately sized work force, with a record of past and current contracts of a similar size with other local authorities and a range of institutions. Repeat contracts with extensions demonstrate the ability to maintain a good standard of service over time. A detailed methodology demonstrated a sound understanding of the requirements of the contract, including the ability to provide traffic management where required. Tree Amigos held the contract for general tree surgery services with the City from 2010 to 2014 and provided a good service.

## **Key Relevant Previous Council Decisions:**

Nil.

## **Consultation**

Not required.

## **Budget/Financial Implications**

The budgeting process for parks includes a provision for the maintenance of trees within the City.