CAMPBELLTOWN
CITY COUNCIL

Confidential Item

Confidential Item

For Council meeting to be held on

Tuesday 6 October 2015 at 7.30 pm

Refer Item 11.6

CAMPBELLTOWN
CITY COUNCIL

Tender Evaluation Report

River Torrens Linear Park Maintenance

Cost centre 196.741

Date: 24/9/15

Prepared by: Andrew King

1. Background

The Campbelltown City Council invited tenders from companies for the provision of maintenance services to be carried out within the Campbelltown Council section of the River Torrens Linear Park.

2. Contract Term

The contract term is for 2 Years. Subject to satisfactory performance and any other conditions which may prevail at the time the Council may consider an additional 1 year extension. Application for an extension can be made by the Council or Contractor and must be made prior to the completion date.

3. Procurement Process

3.1. Open Tender Process

Tender were released on the SA Tenders & Contract website (www.tenders.sa.gov.au).

Tenders Opened: 11/8/15
Tenders Closed: 8/9/15

3.2. Document Issued

The document issued is the standard CCC RFT package, (Trim No: 15/46929)

3.3. Tender Enquiries

No tender enquiries were received during the procurement process.

3.4. Tender Briefing & Site Visit

A tender briefing / site visits was conducted at the Paradise Skate Park on 25/8/15 and the attendance list is in,
(Trim No: 15/51130)

4. Receipt of Tender & Evaluation

4.1. Receipt of Tenders

Tender submission were received from the following companies:

- ACS Facilities Management
- Adelaide Property & Gardens
- Dig It Landscapes
- Ecodynamics
- Green Life Group
- LCS Landscapes
- Programmed Property Services
- UrbanVirons

No late tenders were received.

Tenders were opened shortly after the Closing Time by four Council staff that signed and documented the receipt of each tender. (Trim No: 15/54533)

4.2. Evaluation Panel

The evaluation Panel consisted of:

Name & Title
Andrian Wiguna, General Manager Infrastructure Services
Henry Haavisto, Manager Urban Trees
Mick Watkins, City Green Coordinator
Morgan Ellingham, GIS Administrator/Analyst

Each Member of the Evaluation Panel has completed the Tender Declaration Form and declared “No Conflict of Interest” and agreed to keep confidential the contents of each tender. (Trim No: 15/54927)

4.3. Evaluation Criteria

The evaluation criteria are as follow:

Selection Criteria	**Weighting (%)**
Relevant Experience of Contractor (ie previous work of this type etc)	10
Track Record of Contractor (General reputation for work competence, capacity etc)	10
Technical Skills (People, systems, specific abilities etc)	15
Methodology (how the project is to be tackled, scope of work etc)	15
Management (organisation, acceptable insurances, economic stability, quality system, WHS system etc)	15
Time Performance (as proposed for project - likelihood of meeting it)	15
Price	20

4.4. Evaluation Selection

The evaluation was individually carried out by the evaluation panel members and then averaged out on 23/9/15 and the full evaluation matrix is in (Trim No:15/54921)

The summary of the evaluation is below:

Contractor	**Cost**	**Score**
Ecodynamics	$1,165,283	179.89
ACS Facilities Management	$489,658	223.65
Dig It Landscapes	$787,878	260.89
LCS Landscapes	$339,497	347.13
Green Life Group	$222,121	363.57
UrbanVirons	$332,500	374.88
Programmed Property Services	$215,700	381.2
Adelaide Property & Gardens	**$174,600**	**415.02**

Note: Highest score is best

4.5. Reference Checks

All tenderers provided three referees and Staff have contacted at least two of the three referees for the top five tenderers.

Copies of the reference check highlighted that most of the tenderers are able to conduct the works, are in (Trim No: 15/5549)

5. Discussion

The tenders were assessed by a tender evaluation panel with respect to their reliability, business capability, quality of service, environment management system, work health and safety and tendered rates. In considering these areas the tender evaluation panel rated previous works undertaken by these companies.

All tender submissions were submitted by reputable companies in South Australia and three of them have undertaken works for Council in the past. All tenders met the specifications that Council required through the tender document.

Adelaide Property & Gardens has successfully delivered the maintenance for the River Torrens Linear Park for the last 10 years on time and budget without any significant issues. Adelaide Property & Gardens have proven to be very flexible in meeting Councils needs and the requirements of the programs whilst minimising the inconvenience to local residents.

6. Financial Implication

Currently there is $200,000 in the budget for 2015/16, by appointing Adelaide Property & Gardens (annual $174,600) as the preferred contractor will provide a significant saving over other contractors.

7. Recommendation

That Adelaide Property & Gardens be awarded the contract. Adelaide Property & Gardens has been found to be an excellent provider and the most cost efficient compared to other tenderers.

8. Approval

Endorsed/Approved by:

Signed: _____ Date:_____

General Manager Infrastructure Services

Approved by:

Signed: _____ Date:_____

Chief Executive Officer

CAMPBELLTOWN
CITY COUNCIL

Tender Evaluation Report

River Torrens Linear Park Maintenance

Cost centre 196.741

Date: 24/9/15

Prepared by: Andrew King

1. Background

The Campbelltown City Council invited tenders from companies for the provision of maintenance services to be carried out within the Campbelltown Council section of the River Torrens Linear Park.

2. Contract Term

The contract term is for 2 Years. Subject to satisfactory performance and any other conditions which may prevail at the time the Council may consider an additional 1 year extension. Application for an extension can be made by the Council or Contractor and must be made prior to the completion date.

3. Procurement Process

3.1. Open Tender Process

Tender were released on the SA Tenders & Contract website (www.tenders.sa.gov.au).

Tenders Opened: 11/8/15
Tenders Closed: 8/9/15

3.2. Document Issued

The document issued is the standard CCC RFT package, (Trim No: 15/46929)

3.3. Tender Enquiries

No tender enquiries were received during the procurement process.

3.4. Tender Briefing & Site Visit

A tender briefing / site visits was conducted at the Paradise Skate Park on 25/8/15 and the attendance list is in,
(Trim No: 15/51130)

4. Receipt of Tender & Evaluation

4.1. Receipt of Tenders

Tender submission were received from the following companies:

- ACS Facilities Management
- Adelaide Property & Gardens
- Dig It Landscapes
- Ecodynamics
- Green Life Group
- LCS Landscapes
- Programmed Property Services
- UrbanVirons

No late tenders were received.

Tenders were opened shortly after the Closing Time by four Council staff that signed and documented the receipt of each tender. (Trim No: 15/54533)

4.2. Evaluation Panel

The evaluation Panel consisted of:

Name & Title
Andrian Wiguna, General Manager Infrastructure Services
Henry Haavisto, Manager Urban Trees
Mick Watkins, City Green Coordinator
Morgan Ellingham, GIS Administrator/Analyst

Each Member of the Evaluation Panel has completed the Tender Declaration Form and declared “No Conflict of Interest” and agreed to keep confidential the contents of each tender. (Trim No: 15/54927)

4.3. Evaluation Criteria

The evaluation criteria are as follow:

Selection Criteria	**Weighting (%)**
Relevant Experience of Contractor (ie previous work of this type etc)	10
Track Record of Contractor (General reputation for work competence, capacity etc)	10
Technical Skills (People, systems, specific abilities etc)	15
Methodology (how the project is to be tackled, scope of work etc)	15
Management (organisation, acceptable insurances, economic stability, quality system, WHS system etc)	15
Time Performance (as proposed for project - likelihood of meeting it)	15
Price	20

4.4. Evaluation Selection

The evaluation was individually carried out by the evaluation panel members and then averaged out on 23/9/15 and the full evaluation matrix is in (Trim No:15/54921)

The summary of the evaluation is below:

Contractor	**Cost**	**Score**
Ecodynamics	$1,165,283	179.89
ACS Facilities Management	$489,658	223.65
Dig It Landscapes	$787,878	260.89
LCS Landscapes	$339,497	347.13
Green Life Group	$222,121	363.57
UrbanVirons	$332,500	374.88
Programmed Property Services	$215,700	381.2
Adelaide Property & Gardens	**$174,600**	**415.02**

Note: Highest score is best

4.5. Reference Checks

All tenderers provided three referees and Staff have contacted at least two of the three referees for the top five tenderers.

Copies of the reference check highlighted that most of the tenderers are able to conduct the works, are in (Trim No: 15/5549)

5. Discussion

The tenders were assessed by a tender evaluation panel with respect to their reliability, business capability, quality of service, environment management system, work health and safety and tendered rates. In considering these areas the tender evaluation panel rated previous works undertaken by these companies.

All tender submissions were submitted by reputable companies in South Australia and three of them have undertaken works for Council in the past. All tenders met the specifications that Council required through the tender document.

Adelaide Property & Gardens has successfully delivered the maintenance for the River Torrens Linear Park for the last 10 years on time and budget without any significant issues. Adelaide Property & Gardens have proven to be very flexible in meeting Councils needs and the requirements of the programs whilst minimising the inconvenience to local residents.

6. Financial Implication

Currently there is $200,000 in the budget for 2015/16, by appointing Adelaide Property & Gardens (annual $174,600) as the preferred contractor will provide a significant saving over other contractors.

7. Recommendation

That Adelaide Property & Gardens be awarded the contract. Adelaide Property & Gardens has been found to be an excellent provider and the most cost efficient compared to other tenderers.

8. Approval

Endorsed/Approved by:

Signed: _____ Date:_____

General Manager Infrastructure Services

Approved by:

Signed: _____ Date:_____

Chief Executive Officer