CAMPBELLTOWN CITY COUNCIL

150 YEARS 1868-2018

Confidential Item

For Council meeting to be held on

Tuesday 20 March 2018 at 7.30 pm

Refer Item 11.5

CAMPBELLTOWN
CITY COUNCIL

Tender Evaluation Report

Weed & Pest Control Services 2017

Cost centre Various

Date: 13/2/17

Prepared by: Andrew King

1. Background

The Campbelltown City Council invited tenders from companies for Weed & Pest Control Services.

2. Contract Term

The contract term is for 1 Year.

Subject to satisfactory performance and any other conditions which may prevail at the time the Council may consider one (1) optional right of renewal for one (1) year to be exercised at Council's absolute discretion.

3. Procurement Process

3.1. Open Tender Process

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

Tenders Opened: 17/10/17
Tenders Closed: 7/11/2017 1:00pm

3.2. Document Issued

The document issued is the standard CCC RFT package, (HPE: 17/70834)

3.3. Tender Enquiries

No tender enquiries were received during the procurement process.

3.4. Tender Briefing & Site Visit

No tender briefing or site visits were conducted.

4. Receipt of Tender & Evaluation

4.1. Receipt of Tenders

Tender submission were received from the following companies:

- Conservation Volunteers Australia
- GLG Green Life Group
- Living Turf
- Torrens Valley Pest & Weed Control
- UrbanVirons

No late tenders were received.

Tenders were opened shortly after the Closing Time by three Council staff that signed and documented the receipt of each tender. (HPE: 17/82500)

4.2. Evaluation Panel

The evaluation Panel consisted of:

- Ernie Icolaro (Jason Clifford)
- Dennis Doupovec
- Mick Watkins
- Peter Collett
- Adrian Forster
- Simon Sbierski

Each Members 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. (HPE: 17/90360)

4.3. Evaluation Criteria

The evaluation criteria are as follow: (From tender documents)

Assessment Criteria	Weightings
Relevant Experience & Track Record (Previous work of this type, general reputation for work competence, capacity etc)	20%
Technical Skills & Methodology (People, systems, specific abilities includes appreciation of key issues and tasks)	25%
Management & Time Performance (Organisation, quality system, meeting timeframes)	10%
Management (Work health & safety, acceptable insurances)	7.5%
Management (Financial performance)	7.5%
Local (Products, services & contractors)	10%
Price	20%
Total	100%

4.4. Evaluation Selection

The evaluation was individually carried out by the evaluation panel members and then averaged out on 16/11/17 with the full evaluation matrix in (HPE: 17/82729)

The summary of the evaluation is below:

Contractor	Score	$
Conservation Volunteers Australia	175.80	$777,600
GLG Green Life Group	303.64	$396,592
Living Turf	76.12	$1,494,000
Torrens Valley Pest & Weed Control	365.33	$397,880
UrbanVirons	299.11	$376,200

Note: Highest score is best

The summary of cost estimation is provided in the appendix.

4.5. Reference Checks

Staff checked the referees of the preferred supplier who provided positive feedback on their experience with the company.

5. Discussion

All of the submissions for the Tender were detailed, however three (Conservation Volunteers Australia, GLG Green Life Group, Living Turf) did not provide Pest Control Services and their costs were very high. The remaining two (Torrens Valley Pest & Weed Control & UrbanVirons) are current contractors with UrbanVirons doing verge spraying & caltrop removal and Torrens Valley Pest & Weed Control conducting weeds spraying in Parks & Reserves and pest control. UrbanVirons is a very large company and they can send out a different staff member on many occasions (which has resulted in different levels of quality) and their performance has been less than adequate at times, however Torrens Valley Pest & Weed Control (which has a strong local knowledge) stood out from the rest on a number of fronts due to their:

- Understanding of the project
- Well experienced staff
- Project Management Skills
- Competitive rates
- Relevant experience
- Personalised service

The preferred tenderer (Torrens Valley Pest & Weed Control) has been undertaking these services for Council and various metropolitan Councils for a number of years on time and without any significant issues. They have proven to be very flexible in meeting the needs and the requirements of the project and staff wish to engage Torrens Valley Pest Control for all the services and not split this contract as has been the case in recent years. Staff have had received correspondence from the preferred Tenderer confirming that they can provide the entire contracted services to a high standard.

6. Financial Implication

The current unit rates as per the table are within the budget for 2017/18.

7. Terms of Payment

The contractor has requested payment of contract sum as highlighted below.

Option 2 (Generally for short term contracts)

[X] The Council must pay to the Contractor, within 30 days of the end of the month in which the Final Certificate is issued, the Contract Sum as stipulated by this agreement.

8. Financial Sustainability

The Finance department tender evaluation is part for the final combined assessment.

9. Recommendation

That Torrens Valley Pest & Weed Control be awarded the contract.

10. Approval

Endorsed/Approved by:

Signed: _____ Date:_____

General Manager Infrastructure Services

Approved by:

Signed: _____ Date:_____

Chief Executive Officer

Appendix 1: Cost Comparison

*bees & tree are per hour p.a.

					Conservation Volunteers		GLG Green Life Group		Living Turf		Torrens Valley Pest & Weed Control		UrbanVirons	
Item	Description	Assumption	Unit	Unit	Rate/Unit $	Total Rate $	Rate/Unit $	Total Rate $	Rate/Unit $	Total Rate $	Rate/Unit $	Total Rate $	Rate/Unit $	Total Rate $
1	General Weed Spraying for Verges	155	hr/month	12	$135.00	$251,100.00	88.44	$164,498.40	200	$372,000.00	68	$126,480.00	$63.00	$117,180.00
2	Weed "Handwork" - Caltrop that has been sprayed / removed	120	hr	1	$135.00	$16,200.00	47.72	$5,726.40	200	$24,000.00	63	$7,560.00	$58.00	$6,960.00
3	General Weed Spraying / Other (reserves parks / ovals)	305	hr/month	12	$135.00	$494,100.00	60.09	$219,929.40	300	$1,098,000.00	68	$248,880.00	$63.00	$230,580.00
4	Weed "Handwork" - Weeds over 300mm high - cut & swab / slash / spray	120	hr	0	$135.00	$16,200.00	53.65	$6,438.00	0	$0.00	68	$8,160.00	$58.00	$6,960.00
5	Control of Bee Swarms	20	nest/year		0	$0.00	0	$0.00	0	$0.00	68	$1,360.00	$66.00	$1,320.00
6	Inspection and Control of Termite Colonies for Trees	60	trees		$0.00	$0.00	0	$0.00	0	$0.00	68	$4,080.00	$198.00	$11,880.00
7	Inspection and Control of Termite Colonies for Buildings				0	$0.00	0	$0.00	0	$0.00	POA	$0.00	POA	$0.00
8	General Pest Control (ants/spiders/wasps/rodents etc.)	20	hr		$0.00	$0.00	0	$0.00	0	$0.00	68	$1,360.00	$66.00	$1,320.00
	TOTAL					$777,600.00		$396,592.20		$1,494,000.00		$397,880.00		$376,200.00

Weed & Pest Control Services 2017 Tender Assessment

CONFIDENTIAL

Date of assessment 8/11/2017

Name of Assessors: Jason Clifford, Dennis Doupovec, Mick Watkins, Peter Collett, Adrian Forster, Simon Sbierski

The Tender Selection System is a weighted point score system which allows both price and non-price attributes to be taken into account in the selection of the preferred tender.

1. During the Tender evaluation process, each submission is evaluated on the criteria nominated in the Tender. Point scores are allocated in the range 0 to 5 on the following basis:

Points	Description
5	Excellent
4	Very Good
3	Good or better than average
2	Acceptable
1	Marginally adequate; or success likely but not assured
0	will fail to satisfy required standards

2. After the allocation of point scores to criteria, they are multiplied by the relevant nominated weights and summed to determine an overall score.
3. For the assessment of price, the following point score formula is used:
P = 2.5 + 5 ($M - $T) / $M where: ($T = tender price) ($M = mean price)

	Procurement Selection Criteria				Procurement Selection Criteria			
	Relevant Experience of Contractor (ie previous work of this type etc) - Schedule - 12, 14				Track Record of Contractor (General reputation for work competence, capacity etc) - Schedule - 10, 11			
Criteria Weighting (%)	10				10			
	Point Score	Comments	Weighting	Weighted Score	Point Score	Comments	Weighting	Weighted Score
Contractor								
Conservation Volunteers Australia	1		10	10	0.75		10	7.5
GLG Green Life Group	2.25		10	22.5	2.5		10	25
Living Turf	1.75		10	17.5	1		10	10
Torrens Valley Pest & Weed Control	3.5		10	35	3.25		10	32.5
UrbanVirons	2.5		10	25	1.75		10	17.5

	Procurement Selection Criteria				Procurement Selection Criteria			
	Technical Skills (People, systems, specific abilities etc) Schedule - 4, 15				Methodology (how the project is to be tackled, scope of work etc) Schedule - 17, 18			
Criteria Weighting (%)	12.5				12.5			
	Point Score	Comments	Weighting	Weighted Score	Point Score	Comments	Weighting	Weighted Score
Contractor								
Conservation Volunteers Australia	2.5		12.5	31.25	1		12.5	12.5
GLG Green Life Group	2.75		12.5	34.375	2.75		12.5	34.375
Living Turf	2.75		12.5	34.375	1		12.5	12.5
Torrens Valley Pest & Weed Control	3		12.5	37.5	3.75		12.5	46.875
UrbanVirons	2		12.5	25	2.5		12.5	31.25

	Procurement Selection Criteria				Procurement Selection Criteria			
	Management (Organisation, Environmental, Quality System) Schedule 7, 8, 9, 13				Time Performance (as proposed for project - likelihood of meeting it) Schedule 16			
Criteria Weighting (%)	5				5			
	Point Score	Comments	Weighting	Weighted Score	Point Score	Comments	Weighting	Weighted Score
Contractor								
Conservation Volunteers Australia	2		5	10	0.75		5	3.75
GLG Green Life Group	2.25		5	11.25	2.5		5	12.5
Living Turf	2		5	10	1		5	5
Torrens Valley Pest & Weed Control	3.25		5	16.25	3.25		5	16.25
UrbanVirons	1.75		5	8.75	2		5	10

	Procurement Selection Criteria				Procurement Selection Criteria			
	Management (WHS System & Insurances) - Schedule 5, 6 (Risk Coordinator)				Management (Financial & Economic Stability) - Schedule 3 (Finance Team)			
Criteria Weighting (%)	7.5				7.5			
	Point Score	Comments	Weighting	Weighted Score	Point Score	Comments	Weighting	Weighted Score
Contractor								
Conservation Volunteers Australia	4.5	Risk Management Coordinator Score	7.5	33.75	0	Financials not porvided	7.5	0
GLG Green Life Group	4.5	Risk Management Coordinator Score	7.5	33.75	1	No financials provided. Letter from their Accountant no	7.5	7.5
Living Turf	4.5	Risk Management Coordinator Score	7.5	33.75	0	Financials not porvided	7.5	0
Torrens Valley Pest & Weed Control	4.5	Risk Management Coordinator Score	7.5	33.75	2		7.5	15
UrbanVirons	4.5	Risk Management Coordinator Score	7.5	33.75	3		7.5	22.5

	Procurement Selection Criteria			
	Local (Products, Services & Contractors) - Schedule 19 (Contract Coordinator)			
Criteria Weighting (%)	10			
	Point Score	Comments	Weighting	Weighted Score
Contractor				
Conservation Volunteers Australia	3	134 South Road Torrensville	10	30
GLG Green Life Group	3	819-825 South Road Clarence Gardens	10	30
Living Turf	2	2/17 Barclay Street Marrickville NSW	10	20
Torrens Valley Pest & Weed Control	4	42 Sarnia Farm Rd St Agnes4	10	40
UrbanVirons	3	488 Churchill Road, Kilburn	10	30

	Procurement Selection Criteria				
	Price - Schedule 19				
Criteria Weighting (%)	20				
	Price	Comments	Point Score	Weighting	Weighted Score
Contractor					
Conservation Volunteers Australia	$777,600		1.85257	20	37.1
GLG Green Life Group	$396,592		4.61969	20	92.4
Living Turf	$1,494,000		-3.35039	20	-67.0
Torrens Valley Pest & Weed Control	$397,880		4.61034	20	92.2
UrbanVirons	$376,200		4.76779	20	95.4

	Total	Comments
Criteria Weighting (%)	100	
	Highest Score is Best	
Contractor		
Conservation Volunteers Australia	175.80	
GLG Green Life Group	303.64	
Living Turf	76.12	
Torrens Valley Pest & Weed Control	365.33	
UrbanVirons	299.11	