CAMPBELLTOWN CITY COUNCIL

Confidential Item

For Council meeting to be held on

Tuesday 17 December 2019 at 7.00 pm

Refer Item 11.18

Confidential Item

11.18 Tender Report – Max Amber Sportsfield Building Design

Contract & Fleet Coordinator, Andrew King and
General Manager Infrastructure Services, Adrian Wiguna's Report

Purpose of Report

To engage the Design Consultants for the Max Amber Sportsfield redevelopment.

Strategic Plan Link

Strategy 1.5.1 Improve infrastructure to support and promote a healthy lifestyle

Strategy 2.1.2 Review and manage the decision making framework to ensure effective, efficient and equitable decisions

Background

Following Council's resolution on 6 August 2019 in regard to the Max Amber Sportfield redevelopment, Staff called tenders for the provision of an Architect and Consultancy Team to undertake the building design and documentation for the redevelopment of the Max Amber Sportsfield.

The contract term for the design shall be for the length of the project with works to be completed by 30 June 2020.

Tenders were opened on 22 October 2019 in the presence of Council's Manager Finance, Contract and Fleet Coordinator, Administration/Customer Officer and Records Officer.

Discussion

Thirteen organisations (including their Sub-Consultants) submitted a Tender for this project:

- Bell Architecture Pty Ltd
- Brown Falconer Group Pty Ltd
- City Collective
- DesignInc Adelaide Pty Limited
- Flightpath Architects Pty Ltd
- Greenway Architects (SA) Pty Ltd
- Grieve Gillett Pty Ltd
- Hames Sharley SA Pty Ltd
- Hardy Milazzo Architecture + Interior Design
- JPE Design Studio Pty Ltd
- Matthews Architects
- One Eighty Architecture
- Troppo Architects.

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, any previous works undertaken by the companies and the tendered rates. All tenders met the specifications that Council required through the tender document

The assessment panel believe that the majority of the companies could deliver the project, however the successful Consultancy Team was selected due to the following reasons:

- understanding of the project
- good methodology
- well experienced staff
- quality systems in place
- project management skills
- competitive rates
- relevant experience and positive reference.

The preferred supplier has been undertaking similar projects for various metropolitan and interstate Councils, sporting clubs and private industry for a number of years. They have proven to be very flexible in meeting the client needs and the requirements of the project.

Recently, Brown Falconer has undertaken a similar project for Loxton Recreation Complex, Fleurieu Regional Aquatic Centre and the Loreto College Performing Arts Centre. As part of their submission, Brown Falconer also provided some 'value add' opportunities including incorporating a sustainable design. Sustainable facilities and operations drive the design of contemporary facilities with greater emphasis given to passive design principles, the sealing and insulation of the building envelope and the installation of energy efficient service systems to provide lean operating costs.

In accordance with the current Council Procurement Policy, the engagement of the preferred consultant is within the Chief Executive Officer's delegation. However, following Council's resolution on 6 August 2019 which required the establishment of the working party, Staff believe by tabling this report to Council this will allow the involvement of the full Council prior to the commencement of the working party.

Social Implications

The redevelopment of the Max Amber Sportsfield will allow for increased Community sport, fitness and health.

Environmental Implications

There are no environmental implications in relation to this report.

Asset Management Implications

There are no asset management implications in relation to the engagement of an architect for the design and documentation of this project.

Governance / Risk Management

Management of tenders in accordance with Council's Procurement Policy is good governance and best practice to minimise reputational and governance risk.

Community Engagement

There are no Community engagement implications in relation to this report.

Regional Implications

There are no regional implications in relation to this report.

Economic Development Implications

There are no economic development implications in relation to this report.

Financial Implications

The costs to supply and deliver the services is approximately $340,000. Council will allocate $5 million toward this project in the 2020/2021 financial year and the Federal Government will contribute approximately $5 million. The Federal grant funding will be used to fund the engagement of the preferred consultant.

Recommendation

That Council authorise Staff to engage Brown Falconer Pty Ltd and associated Sub-Consultants for the redevelopment of the Max Amber Sportsfield.

CAMPBELLTOWN
CITY COUNCIL

Tender Evaluation Report

Max Amber Sportsfield Building Design

Cost centre TBA

Date: 9/12/19

Prepared by: Andrew King

1. Background

The Campbelltown City Council invited tenders from companies for the provision of an Architectural Services Consultant (together with their Sub-Consultants) to undertake the building design and documentation for the redevelopment of the Max Amber Sportsfield.

2. Contract Term

The contract term for the design shall be for the length of the project with works to be completed by 30 June 2020.

3. Procurement Process

3.1. Open Tender Process

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

Tenders Opened: 22/10/19
Tenders Closed: 12/11/19 1:00pm

3.2. Document Issued

The document issued is the standard CCC RFT package, (ECM: 6273032)

3.3. Tender Enquiries

Multiple tender enquiries were received during the procurement process and the responses were provided to all parties that downloaded the documents from Tenders SA website.

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 submissions were received from the following companies:

- Bell Architecture Pty Ltd
- Brown Falconer Group Pty Ltd
- City Collective
- DesignInc Adelaide Pty Limited
- Flightpath Architects Pty Ltd
- Greenway Architects (SA) Pty Ltd
- Grieve Gillett Pty Ltd
- Hames Sharley SA Pty Ltd
- Hardy Milazzo Architecture + Interior Design
- JPE Design Studio Pty Ltd
- Matthews Architects
- One Eighty Architecture
- Troppo Architects

No late tenders were received.

Tenders were opened shortly after the Closing Time by three Staff that signed and documented the receipt of each tender. (ECM: 6298730)

4.2. Evaluation Panel

The evaluation Panel consisted of:

- General Manager Infrastructure Services
- Acting Manager Asset & Engineering Services
- Acting Team Leader Asset Planning
- Project Manager
- Risk Management Coordinator - Management (WHS System & Insurances only)
- Accountant - Management (Financial & Economic Stability only)

Each Members of the Evaluation Panel completed the Tender Declaration Form and declared 'No Conflict of Interest' and agreed to keep confidential the contents of each tender. (ECM: 6306249)

4.3. Evaluation Criteria

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

#	Assessment Criteria	Weighting
1	**Relevant Experience** (Previous work of this type etc.)	12.50%
2	**Track Record** (General reputation for work competence, capacity etc.)	12.50%
3	**Technical Skills** (People, systems, specific abilities etc.)	12.50%
4	**Methodology** (How the project is to be tackled, scope of work, value add, etc.)	12.50%
5	**Management** (Organisation, Environmental, Quality System)	5.00%
6	**Time Performance** (Meeting timeframes)	5.00%
7	**Management** (Insurances & WHS System)	5.00%
8	**Management** (Financial & Economic Stability)	5.00%
9	**Local** (Products, Services & Contractors)	5.00%
10	**Price**	25.00%
	TOTAL	**100.00%**

4.4. Evaluation Selection

The evaluation was individually carried out by the evaluation panel members and then averaged out on 4/12/19, the full evaluation matrix is in (ECM: 6299076)

The summary of the evaluation is below:

Contractor	Price	Total Score	Rank
Bell Architecture Pty Ltd	$381,778	326.20	7
Brown Falconer Group Pty Ltd	**$339,450**	**359.27**	**1**
City Collective	$278,670	357.50	2
DesignInc Adelaide Pty Limited	$460,902	307.53	12
Flightpath Architects Pty Ltd	$352,965	335.89	5
Greenway Architects (SA) Pty Ltd	$369,910	330.75	6
Grieve Gillett Pty Ltd	$436,150	321.96	9
Hames Sharley SA Pty Ltd	$392,420	320.18	10
Hardy Milazzo Architecture + Interior Design	$329,880	324.31	8
JPE Design Studio Pty Ltd	$422,725	307.97	11
Matthews Architects	$404,180	337.70	4
One Eighty Architecture	$312,355	345.42	3
Troppo Architects	$430,680	293.77	13

Note: Highest score is best

Reference Checks

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

5. Discussion

All the submissions for the Tender were detailed and it was a competitive process. Brown Falconer Group stood out from the rest on a number of fronts due to their:

- Understanding of the project
- Good methodology
- Well experienced staff
- Quality systems in place
- Project Management Skills
- competitive rates
- relevant experience and positive reference.

The preferred tenderer has been undertaking these services for various metropolitan and interstate Councils and sporting clubs for a number of years on time and without any significant issues.

Recently, Brown Falconer has undertaken a similar project for Loxton Recreation Complex, Fleurieu Regional Aquatic Centre and the Loreto College Performing Arts Centre. As part of their submission, Brown Falconer also provided some value add opportunities including incorporating a sustainable design. Sustainable facilities and operations drive the design of contemporary facilities with greater emphasis given to passive design principles, the sealing and insulation of the building envelope and the installation of energy efficient service systems to provide lean operating costs.

Financial Implication

The costs to supply and deliver the services is **$339,450.** Council will allocate $5 million toward this project in the 2020/2021 financial year and the Federal Government will contribute $5 million. The Federal grant funding will be used to fund the engagement of the preferred consultant.

6. Terms of Payment

The contractor will be paid the contract sum as highlighted below.

Option 1 (Generally for longer term contracts)

[X] 1. Where the Contract Sum is a lump sum the Contractor may at monthly intervals (or as otherwise specified in this agreement) submit a written claim for:

1.1 The portion of the Contract Sum referable to the work then completed; and

1.2 The portion of the total of any Variation sum existing at that time that directly corresponds with the percentage level to which that Variation existing at that time is complete.

2. The Council must pay the assessed amount (including payment for GST) however less any retention sum (if required) within 30 days of the end of the month in which the assessment is issued.

7. Financial Sustainability

The Finance department tender evaluation is part for the final combined assessment, however it is noted the preferred contractors provided either insufficient financial statements or were deemed of 'Poor Finance Stability', however due to the nature of the services provided (whereby services are paid for once completed) the assessment panel believes the risk is low for Council if the company becomes insolvent, the service could be easily replaced. However, as part of the tender submission, the preferred tenderer have provided a letter from their accountant that this company is solvent and is happy to provide detailed information once they are successful as the preferred consultant.

8. Recommendation

That Brown Falconer Pty Ltd be awarded the contract.

9. Approval

Endorsed by:

Signed: _____ Date:_____

General Manager Infrastructure Services

Endorsed by:

Signed: _____ Date:_____

Chief Executive Officer