

ADVERTISING REQUEST

Contact Name:	Julie Rouse					
Department:	Infrastructure Services					
Manager:	Brad	Brad Pepper				
Title of advertisement:	Requ	Request for Tender No. 01/2023 Mowing of Public Open Space				
Advertisement Details:		West Australian Midwest Times Sat, 18 March 2023 Wed 15 March 2023				
Cost Code:		G/L		Dept	Act	Loc
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Logo required:	Y	es/No		\boxtimes	Yes/No	
Display / Lineage advertisement: (if applicable)	Display				Linage	\boxtimes
Section: (if relevant, please list which section of the paper, if known)	West Australian – Tenders Mid West Times – Public Notices					
Comments: See attached advertisement details for publication. Any queries, please let me know.						
Executive Secretary use only)						
Manager Approval						
Name:		Brad Pepper				
Position:		Executive Manager Infrastructure				
Signature:		S.A.				
Date:		10/03/2023				
Executive Secretary Approval						
Name:		Nikita Winsloe				
Purchase Order No:		PO81743				
Advertising Refere	ence:					

9.2.1 AWARD OF REQUEST FOR TENDER 01/2023 MOWING OF PUBLIC OPEN SPACE

Location: Jurien Bay, Cervantes

Applicant: N/A

Folder Path: SODR-872172829-2525

Disclosure of Interest: None
Date: 9 May 2023

Author: Julie Rouse, Coordinator Infrastructure Services
Senior Officer: Brad Pepper, Executive Manager Infrastructure

PROPOSAL

For Council to award Request for Tender (RFT) 01/2023 Mowing of Public Open Space.

BACKGROUND

Mowing of turfed areas of public open space (POS) across the Shire has been delivered in recent years by a combination of Shire internal Parks and Gardens (P&G) operations staff and by a Contractor awarded a contract through a RFT process.

Shire P&G operations staff currently deliver mowing services in the following locations:

- Cervantes Oval
- Badgingarra Oval
- Dandaragan CRC
- Dandaragan Hockey Filed
- Dandaragan Oval
- Dandaragan Pioneer Park
- Jurien Bay Oval

The remaining areas of POS in Jurien Bay and Cervantes are delivered by a Contractor. This item seeks to finalise RFT 01/2023 for the following scope of mowing and turf in POS at the following locations across Jurien Bay and Cervantes:

Item 1 – Jurien Bay

- Dobbyn Park
- Jurien Bay Shire Administration Centre
- Civic Centre Precinct
- Bashford Street Verge between Doust and Murray Streets, including bus stop
- Baudin Park (commonly referred to as Pirate Park)
- Dibbler Park (commonly referred to as Pacman Park)
- Djidi Djal Park (Prevelly Way to Middleton Boulevard North)
- Eric Collinson Park (Lesueur Drive to Hawaii Road)
- Fauntleroy Park
- Federation Memorial Park
- Jurien Bay Recreation Centre front entrance and bank area
- Passamani Park
- Pioneer Park along Bashford and Roberts Streets
- Police Station Verges
- Seinor Park

- R E Snook Reserve (Snook Park)
- Weld Park

Item 2 – Cervantes townsite

- Catalonia Street Reserve
- Cervantes Recreation Centre, excluding Oval
- Memorial Park
- Ronsard Park
- Tranquilo Park (CBD)

The Shire's POS mowing contract was first awarded via tender in 2013 to local contractor, Vari-skilled and was in place for a term of four (4) years from 1 July 2013 to 30 June 2017 with the option to extend.

During the original contract's extension period, Shire officers undertook an extensive review of turf management, including mowing of POS services and the information gathered refined how turf mowing and management was to be undertaken, including a detailed assessment of the mowing frequency requirements for each POS location.

Another Request for Tender process was undertaken in 2018 incorporating the revised scope of works established in the turf management review, for the renewal of the Shire's Mowing of POS contract. Vari-skilled were once again the successful proponent and awarded a contract for a period of 5 years with the option to extend for 12 months.

Following satisfactory service delivered by Vari-skilled over the term of the current contract, the Shire of Dandaragan executed a contract variation in May 2022 to extend the existing contract by 12 months to expire on 30 June 2023. This extension allowed Shire officers the opportunity to review options open to Council to deliver the mowing of POS internally and assess the current scope of services to prepare tender documentation to award the Tender to a successful proponent.

<u>Functional Hierarchy and Reduction in Tender Scope of</u> Works

Throughout the Shire's 2023 review of turf management across its POS locations, each POS turf area was given a Functional Hierarchy to determine the level of service priority as either 1 or 2. These rankings are based upon levels and types of use of each POS location, i.e. sporting, tourism, neighborhood, to identify those locations expected to be maintained at a high level of service, and those to be maintained at a reduced level of service and therefore less cuts required throughout each year. This has been made possible by increasing the winter months, starting from May through until October, and resulting in a reduction of mowing across the revised summer months now from October through to April (refer Table 1 below):

Functional Hierarchy	Classification	Level of Service
1	Manicured turf - high level of service - 40 cuts per year	October to April (30 weeks) every week; the rest once a month
2	Premium public lawned areas - reduced level of service - 19 cuts per year	October to April (30 weeks) every 2 weeks; the rest once a month October to April (30 weeks) every 2 weeks; the rest once a month

Table 1 – Functional Hierarchy

The scheduled mowing frequency is outlined in the annual cutting schedule (Table 2) below and is to include ancillary services (i.e. whipper snipping, blower vacuuming, general tidy up), to be undertaken every cut at every location.

	Summer Cuts	Winter Cuts	Annual Cuts
Months	October – April 7	May – September 5	12
Administration and Civic Centre Building Lawns – Manicured lawn	Weekly 30	Fortnightly 10	40
Dobbyn Park – mix of Manicured lawn and Premium Public lawn	Fortnightly 14 Commence first week of October	Monthly 5 First week of each month	19
Public Open Space – Premium Public lawn	Fortnightly 14 Commence first week of October	Monthly 5 First week of each month	19
Public Open Space – General Public lawn	Fortnightly 10 Commence first week of October	Monthly 5 First week of each month	15
Clippings	Caught Disposed free at the Jurien Bay Landfill	Caught Disposed free at the Jurien Bay Landfill	

Table 2 - Annual Cutting Schedule

In addition to the above, and as part of the review process, Shire officers were able to reduce the Tender's scope of works and POS mowing costs through the following measures:

- Reduced the location Police Station Verges moving from a Functional Hierarchy of 1 to 2;
- Mowing of POS extended by one month during winter months from May to September, rather than May to August as previously set; and
- The preparation of the new draft Play Space Strategy which, following extensive community consultation to be undertaken, may see a reduction in POS areas across Cervantes and Jurien Bay

In addition to this, the contract term outlined in the Tender

documentation is for a period of five (5) years with the option to extend for a further two (2) years, subject to satisfactory service delivery.

RFT 01/2023 - Mowing of Public Open Space Tender Process

Given that the current extended contract with Vari-skilled is due to expire on 30 June 2023, RFT 01/2023 Mowing of Public Open Space was advertised throughout March 2023 in the Mid-West Times and the West Australian, on the Shire website www.dandaragan.wa.gov.au/tenders, and through ongoing public notifications posted to the Shire's Facebook, and published in Shire Matters in the Craytales newspaper on 5 April 2023.

Upon closing of the tender on Friday, 14 April 2023, one tender submission was received from the incumbent contractor, Variskilled.

Vari-skilled's tender submission was found to be conforming following review and assessment of the RFT 01/2023's Qualitative Criteria, as follows in Table 3:

A.	Re	levant Experience and Key Personnel Skills	Weighti	ng
		ers must address the following information in an nent and label it "Relevant Experience":	<40%>	
	a) b)	Provide details of similar Turf Mowing work. (20%) a. Scope of the Tenderer's involvement including details of outcomes. b. Details of issues that arose during the project and how these were managed. Provide details of Tenderer's Key Staff and Turf Management Skills (20%) a. Outline Key staff and their roles in the performance of the Contract. b. Qualifications and Training c. Experience.	"Relevant Experience"	Tick if attached.
В.	Ter	nderer's Resources and Delivery Tenderers must address the following	Weighti	ng
		information in an attachment and label it "Tenderer's Resources":	<40%	•
	a) b)	Plant, equipment, resources and materials. (20%) i) List of proposed plant and equipment and the age of equipment ii) Contingency measures or backup of resources including personnel (where applicable). Demonstrated understanding of the Scope of Work (20%) i) Specifically, a Schedule for delivery;	"Key Personnel"	Tick if attached

and ii) Compliance with the Work Health and Safety Act 2020	
Supply any other relevant details in an attachment and label it "Key Personnel Skills and Experience".	

Table 3 – Qualitative Criteria

2023 Shire Operational Internal Delivery

Turf management within the Shire's townsites is a significant component of the Shire's infrastructure operations and is an ongoing process for the Shire's P&G operations team, with an annual cost of around \$255K - around one eighth of the entire P&G Maintenance Budget of approximately \$2 million. It is a complex task that requires ongoing vigilance from staff and contractors alike, with the ongoing health of turf highly susceptible to changes in weather conditions and the presence of invasive weeds.

Across the Shire, the P&G operations crew manages 4 ovals across each of the Shire's 4 townsites, totaling approximately 9ha of turf. Throughout both Jurien Bay and Cervantes there are additional turfed areas scattered throughout various public open space locations totaling approximately 15ha.

In the past, various items of new plant and equipment were also purchased to assist with improving the efficiency of quality turf management in-house. These included:

- Perruzo Vertimower (tractor 3-point linkage mounted)
- Fertiliser spreading trailer for motor bike and light vehicles.

In addition to the above, the Shire has purchased a Redexim Verti-draining implement in this current financial year and is currently awaiting delivery of this item of equipment.

COMMENT

To provide Council with an updated comparison for delivering POS mowing services internally, a review of costs associated with 4 days per week commitment from at least 2 personnel is presented below:

Timeframe	Annual Cost	Man Hours	FTE
4 days per	\$224,726	3043	Additional 1.65
week POS			

Were Council to consider the mowing of POS service to be delivered internally by Shire P&G operations staff, it would require

at least one additional full-time employee (FTE) be added to the roster, with additional mowing resources required to be utilised from current staffing resources.

Associated ancillary tasks required when undertaking mowing services would also include the following:

- transport and travel.
- machine set, servicing, and wash-down.
- site inspection, tidy up, raking and brush-cutter.

It is the Officer's recommendation that this is not the most efficient and effective delivery outcome for the Shire to progress due to the following reasons:

Indicative cost is comparable to tender submission received.

- Difficult employment market to recruit additional suitably qualified employees;
- Associated costs to purchase additional equipment required to fulfil the requirements of the functional hierarchy; and
- Cost to purchase and maintain plant and equipment.

<u>Assessment of Tender Qualitative Criteria and Value</u> Considerations

Following assessment of the submitted tender, following is a summary of the addressed Qualitative Criteria Tender Ranking notes:

1. Vari-skilled

- Incumbent contractor who has a good understanding of scope of services.
- Locally based in Jurien Bay.
- Limited turf management qualifications but extensive experience and knowledge of scope of services.
- Considerable amount of plant and equipment
- Ability to provide contingency backup in the event of breakdowns.
- Sound OHSE procedures, including Safe Operating Procedures and Job Safety Analysis processes.

A detailed copy of Shire Officer's assessment of the Qualitative Criteria and Value Consideration is attached to this Agenda as a Confidential Attachment (refer Attachments heading).

The weighted Value Consideration assessment has been considered under the Financial Implications heading located further within this Agenda item document.

STATUTORY ENVIRONMENT

Section 11 Local Government (Functions & General) Regulations 1996 – When tenders have to be publicly invited.

POLICY IMPLICATIONS

Shire of Dandaragan C-1PAT01 Purchasing and Tender Policy.

FINANCIAL IMPLICATIONS

Based upon the RFT 01/2023 Qualitative Criteria and Value Considerations submitted, and it being the only tender submitted, Shire officers are recommending that Vari-skilled be awarded RFT 01/2023 at a total cost of \$212,791 excluding GST with CPI Index increases annually.

STRATEGIC IMPLICATIONS

Strategic Community Plan - Envision 2029

01 Infrastructure	The Shire will work cooperatively with private enterprise and government agencies to develop and maintain a dynamic infrastructure network responsive to usage demand that attracts and retains residents and businesses.
Priority Outcomes	Our Roles
Our communities contain vibrant activated public open spaces and buildings with high levels of utilisation and functionality.	To manage and facilitate community assets that are flexible, vibrant, adaptable and enjoyable places to occupy employing the principals of place-making and design-thinking.
	Increase activation of our public open spaces and buildings rather than increasing quantity without a demonstrated need.
04 Community	The Shire's resident population will be the fastest growing population in the region supported by increased community recreation and cultural opportunities and access to key livability factors such as health and wellbeing services and educational opportunities
Priority Outcomes	Our Roles
A region that develops and supports community leadership and collective values	Provide an industry leading local government organisation promoting community confidence and support in our decision-making processes.

ATTACHMENTS

Circulated with the agenda is Confidential Attachment of the Shire of Dandaragan's Qualitative Criteria and Price Valuation assessment for RFT 01/2023 (Doc Id: SODR-1599525979-1229) (Marked 9.2.1)

VOTING REQUIREMENT

Absolute majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Eyre, Seconded Cr Glasfurd

That Council award RFT 01/2023 Mowing of Public Open Space to Vari-skilled to deliver the following services for an annual cost of \$212,791 exclusive of GST with annual CPI Index increases, as follows:

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- Dobbyn Park
- Jurien Bay Shire Administration Centre
- Civic Centre Precinct
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- Item 2 Cervantes townsite
 - Catalonia Street Reserve
 - Cervantes Recreation Centre, excluding Oval
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 - Tranquilo Park (CBD)

CARRIED BY ABSOLUTE MAJORITY 6 / 0

SHIRE OF DANDARAGAN

REQUEST FOR TENDER NO. 1/2023 – Mowing of Public Open Space

The Shire of Dandaragan is seeking the services of a suitably qualified Contractor or Contractors for the Mowing of Public Open Space.

A tender information package which includes lodgement details is available upon request from the Coordinator Infrastructure Services by phoning 9652 0800, or by emailing cis@dandaragan.wa.gov.au

There will a tender briefing session held on Monday, 27 March 2023 at the Shire of Dandaragan Administration Centre located at 69 Bashford Street, Jurien Bay commencing at 10.30am.

Please refer to the tender package for full details and if further information is required, please contact the Shire's Executive Manager Infrastructure, Brad Pepper, on 9652 0800.

Tenders will close at **12.00pm** on **Friday, 14 April 2023.** Interested parties can attend the Tender Opening at 12.05pm this same day.

Canvassing of any Shire of Dandaragan Councillors or staff will disqualify your tender from the process.

Brent Bailey

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PUBLIC NOTICES

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EDUCATION AND TEACHING



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- Teachers RE & HASS

- Team Leader Administrative

- Team Leader Campus Services

Closing date is Wednesday, 29 March 2023. Please see our website, www.circa.saeduou/employment-opportunities

www.olmca.wa.edu.au



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The Shire of Harvey encourages Aboriginal and Torres Strait Islander businesses, as well as disability organisations to submit for work with us.

This request will close at 3.00pm WST on Wednesday 5 April 2023 and can only be lodged using the e-tendering website: https://portal.tenderlink.com/shireofharvey

Late submissions, postal, hand delivered, emailed or faceimile submissions will not be accepted. The towest priced tendered will not necessarily be accepted.

Canvassing of Councillors or Officers of the Shire of Harvey will automatically disqualify any submission.

ANNIE RIORDAN CHIEF EXECUTIVE OFFICER



CITY OF VINCENT

TENDER |E252/2023

LEEDERVILLE OVAL GRANDSTAND ROOF REPAIR

Tenders are invited for the Leederville Oval Grandstand Roof Repair for the City of Vincent.

Documentation is available from the City of Vincent website www.vincent.wa.gov.au.

Please direct any queries regarding the City's tendering process to Jeremy Chalmers, Procurement and Contracts at tenders@vincent.wa.gov.au.

Tenders must be lodged electronically via the VendorPanel portal and addressed to the Chief Executive Officer, stating the Tender Number. The City does not accept hardcopy tenders.

Tenderers will be required to attend a mandatory site inspection. The date, time and location will be advertised through VendorPanel at a later date.

All tenders must be received by 2pm (AWST) Monday 10 April 2023, in accordance with the Specification, Conditions of Tender and Conditions of Contract.

Lodgement of the tender documents is the responsibility of the

Shire of Kojonup PO Box 163 93 Albany Highway KOJONUP WA 6395



DANDARAGAN

SHIRE OF DANDARAGAN REQUEST FOR TENDER NO. 1/2023 - MOWING OF PUBLIC OPEN SPACE

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Please refer to the tender package for full details and if further information is required, please contact the Shire's Executive Manager infrastructure, Brad Pepper, on 9632 0800.

Tenders will close at 12.00pm on Fridey, 14 April 2023. Interested parties can attend the Tender Opening at 12.05pm this same day.

Canvassing of any Shire of Dandaragan Councillors or staff will disquality your tender from the process.

CHIEF EXECUTIVE OFFICER

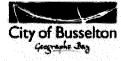


Tender 07/2023 - Lead Design Consultancy -Sutherlands Park Youth Plaza Deadline is Wednesday, 10 May 2023 at 2:00pm (AWST).

Documentation can be obtained from https://360providers .apstsoftwars.com.au

Enquiries can be made to Vicki Lawrence, via the City's eProcurement portal.

Lodgement must be made via the City's eProcurement Portal. No late, telephoned, faxed, mailed, emailed or hand delivered tenders will be accepted.



TENDER - RFT01/23 BUSSELTON COASTAL INUNDATION MODELLING

Tenders closing at 4:00pm (AWST) on 13 April 2023 are invited to provide coastal inundation mapping at a range of water levels to inform emergency planning and mitigation works along the Busselton coastline.

The tender documents can be obtained by registering with VendorPenel https://www. vendorpanel.com.au/ PublicTenders.aspx.

Enquiries regarding this tender should be directed to Daniell Abrahamse on (08) 9781 0379.

The lowest or any tender will not necessarily be accepted. A Tender that is not lodged with the City before the tender deadline will not be considered for evaluation. Facaimile, paper copy, postal or amail submissions will not be accepted.

Tony Nottle CHIEF EXECUTIVE OFFICER



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