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# AGENDA

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## WORKS AND SERVICES COMMITTEE

**9 July 2014**

6.00pm

City of Albany Council Chambers

**CITY OF ALBANY  
COMMUNITY STRATEGIC PLAN (ALBANY 2023)**

**VISION**

Western Australia's most sought after and unique regional city to live, work and visit.

**VALUES**

All Councillors, Staff and Volunteers at the City of Albany will be...

**Focused: on community outcomes**

This means we will listen and pay attention to our community. We will consult widely and set clear direction for action. We will do what we say we will do to ensure that if it's good for Albany, we get it done.

**United: by working and learning together**

This means we will work as a team, sharing knowledge and skills. We will build strong relationships internally and externally through effective communication. We will support people to help them reach their full potential by encouraging loyalty, trust, innovation and high performance.

**Accountable: for our actions**

This means we will act professionally using resources responsibly; (people, skills and physical assets as well as money). We will be fair and consistent when allocating these resources and look for opportunities to work jointly with other directorates and with our partners. We will commit to a culture of continuous improvement.

**Proud: of our people and our community**

This means we will earn respect and build trust between ourselves, and the residents of Albany through the honesty of what we say and do and in what we achieve together. We will be transparent in our decision making and committed to serving the diverse needs of the community while recognising we can't be all things to all people.

## TERMS OF REFERENCE

**(1) Function:**

The Works & Services Committee will be responsible for the delivery of the following Clean and Green Objectives contained in the City of Albany Strategic Plan:

- (a) To protect and enhance our pristine natural environment;
- (b) To promote environmental sustainability;
- (c) To promote our region as clean and green.

**(2) It will achieve this by:**

- (a) Developing policies and strategies;
- (b) Establishing ways to measure progress;
- (c) Receiving progress reports;
- (d) Considering officer advice;
- (e) Debating topical issues;
- (f) Providing advice on effective ways to engage and report progress to the Community ; and
- (g) Making recommendations to Council.

**(3) Chairperson:** Cr Alan Hortin JP

**(4) Membership:** Minimum of 4 and a maximum of 7 elected members.

**(5) Meeting Schedule:** Monthly

**(6) Meeting Location:** City of Albany Council Chambers

**(7) Executive Officer:** CEO or nominee

**(8) Delegated Authority:** None

WORKS AND SERVICES COMMITTEE  
 AGENDA –09/07/2014  
 \*\* REFER DISCLAIMER \*\*

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**1. DECLARATION OF OPENING**

**2. PRAYER AND ACKNOWLEDGEMENT OF TRADITIONAL LAND OWNERS**

*“Heavenly Father, we thank you for the peace and beauty of this area. Direct and prosper the deliberations of this Council for the advancement of the City and the welfare of its people. Amen.”*

*“We would like to acknowledge the Noongar people who are the Traditional Custodians of the Land.*

*We would also like to pay respect to Elders both past and present”.*

**3. RECORD OF APOLOGIES AND LEAVE OF ABSENCE**

**Mayor**

Mayor D Wellington (Member)

**Councillors:**

Member

A Hortin JP (Chair)

Member

S Bowles (Deputy Chair)

Member

C Dowling

Member

G Gregson

**Staff:**

Executive Director Works and Service

M Thomson

Minutes

B Ohle

**Apologies:**

**4. DISCLOSURES OF INTEREST**

<b>Name</b>	<b>Committee/Report Item Number</b>	<b>Nature of Interest</b>

**5. REPORTS OF MEMBERS**

**6. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

**7. PUBLIC QUESTION TIME**

**8. APPLICATIONS FOR LEAVE OF ABSENCE**

**9. PETITIONS AND DEPUTATIONS**

**10. CONFIRMATION OF MINUTES**

**DRAFT MOTION**

**VOTING REQUIREMENT: SIMPLE MAJORITY**

**THAT the minutes of the Works and Services Committee Meeting held on 11 June 2014, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.**

**11. PRESENTATIONS**

**12. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS**

**WS045: C14015 PANEL OF SUPPLIERS – CONSTRUCTION PLANT AND EQUIPMENT**

**Proponent** : City of Albany  
**Owner** : City of Albany  
**Responsible Officer(s):** : Executive Director Works and Services (M Thomson)

**Responsible Officer's Signature:**



**STRATEGIC IMPLICATIONS**

1. This item relates to the following elements of the [City of Albany Strategic Community Plan 2023](#) and [Corporate Business Plan 2013-2017](#):
  - a. **Key Theme:** 2. Clean, Green & Sustainable
  - b. **Strategic Objective:** 2.2. To maintain and renew city assets in a sustainable manner.
  - c. **Strategic Initiative:** 2.2.1. Asset Management

**IN BRIEF:**

- Tender to appoint preferred contractors to “wet” hire construction plant and equipment;
- For each item the highest weighted tenderer will be the default contractor with subsequent tenderers (in order) approached when default contractor not available.

**RECOMMENDATION**

**WS045: RESPONSIBLE OFFICER RECOMMENDATION**

**THAT Council:**

1. **ACCEPT** the tendered rates for Panel of Suppliers – Construction Plant & Equipment, Contract C14015 from the following Suppliers:
  - Tricoast Civil
  - Albany Industrial Services
  - Frank's Loader Service
  - Albany Bobcat Services
  - AD Contractors
  - NJ Healy Sons
  - Bill Gibbs Excavations
  - Palmer Earthmoving Pty Ltd
  - Great Southern Sands
  - Grocott Transport

## **BACKGROUND**

1. The City of Albany is seeking to establish a “Panel of Suppliers” for the supply of construction plant and equipment to augment the City of Albany’s current machinery base during peak construction and maintenance periods.
2. This Panel of Suppliers shall consist of Contractors prepared to “wet” hire construction plant and equipment to the City of Albany. The term “wet” hire refers to the hire of equipment with an operator - all daily operational and maintenance costs are the contractor’s responsibility.
3. This Panel shall be Council’s preferred suppliers and requests for hire of equipment and operators shall be directed to members of this Panel before all others.

## **DISCUSSION**

4. A total of 27 tender documents were issued.
5. Tenders were asked to provide hire rates for items of plant, with an operator supplied. These preferred suppliers will be used on an ‘as and when’ required basis with no guarantee of the amount of work required by the City of Albany
6. The tender documents included tender evaluation criteria using the weighted attribute method. This method scores the evaluation criteria and weights their importance to determine an overall point score for each tender. The criteria are tabled below:

<b>Criteria</b>	<b>% Weight</b>
Cost	60
Technical Compliance & Experience	10
Age of Equipment	5
Mechanical Condition of Equipment	5
Reliability of Contractor & Resources	20
<b>Total</b>	<b>100</b>

7. Tenderers were required to submit rates per hour for normal working hours and rates per hour outside of normal working hours, as well as an hourly standby rate and mobilisation/demobilisation rates up to 10 kilometres one way distance and mobilisation/demobilisation rates per kilometre over and above the initial 10 kilometre distance.
8. Ten completed tender documents were submitted on or before the stipulated closing date and time. The following table summarises the tenderers and overall evaluation scores applicable to each category of plant. The hourly rates for the hire, stand by and mobilisation have not been included in the table as these are “commercial in confidence”, and will not be made publically available.



**Small Excavator (CCF Class 2/3T)**

<b>Tenderer</b>	<b>Equipment</b>	<b>Weighted Score</b>
Great Southern Sands	2008 Komatsu PC 30-2	665.75
Tricoast Civil	Komatsu PC30-7 Mini Excavator (1995) + 2 buckets	599.69
Bill Gibbs	Hyundai RC3.5z (2009) Tilt bucket & Grab	578.31
AD Contractors	Cat 3-1.8 Rubber Tracked	531.52
NJ Healy & Sons	Cat 03c (2009) 3T 20.2kw 27.1hp 3420kg	251.39

**Medium Excavator (CCF Class 15T)**

<b>Tenderer</b>	<b>Equipment</b>	<b>Weighted Score</b>
Great Southern Sands	Volvo ECR88 (2005)	680.56
Tricoast Civil	Komatsu PC 120-6 Excavator (1998) + 2 buckets	535.56
Palmer Earthmoving Pty Ltd	Komatsu PC 138US-8 (2014) + attachments including rock breaker & tree grab 96hp	557.88
NJ Healy & Sons	Komatsu PC60-7 (1996) 7T 40.5kw 54hp 6860kg	306.00

**Medium Excavator (CCF Class 20)**

<b>Tenderer</b>	<b>Equipment</b>	<b>Weighted Score</b>
Albany Industrial Services	Hitachi ZX230 135kw (2003) or Komatsu PC220 130kw (1995)	767.22
Great Southern Sands	Volvo EC 210C (2007)	675.33
AD Contractors	Cat 320	622.07
Bills Gbbs	Kodelcosl 10 LC (2014) & tilt bucket	568.82
Palmer Earthmoving Pty Ltd	Komatsu PC210-8 148hp	567.29
Tricoast Civil	Cat 320DL Phase 2, hydraulic excavaotr (2007) + 2 buckets inc tilt)	518.96
AD Contractors	Cat 325	542.34
NJ Healy & Sons	Cat 330CCL (2005) 184kw 247hp 35100kg	126.31

**Dozer (CCF Class 25)**

<b>Tenderer</b>	<b>Equipment</b>	<b>Weighted Score</b>
Albany Industrial Services	Komatsu D85 (2000) 180kw	772.82
Great Southern Sands	Volvo EC 240B (2006)	692.58
NJ Healy & Sons	Komatsu D65-6 175hp 23T	262.98
AD Contractors	Cat D6D	394.96

**Dozer (CCF Class 30)**

<b>Tenderer</b>	<b>Equipment</b>	<b>Weighted Score</b>
Great Southern Sands	Cat D7R (2005)	651.31
AD Contractors	Cat D7H	559.46
Palmer Earthmoving Pty Ltd	Cat D8R (2005) 310hp	520.89

**Dozer (CCF Class 40)**

<b>Tenderer</b>	<b>Equipment</b>	<b>Weighted Score</b>
AD Contractors	Cat D8N	667.75
Great Southern Sands	Komatsu 275 (2002)	606.49
Palmer Earthmoving Pty Ltd	Cat 9R (2005) 410hp	532.67
Palmer Earthmoving Pty Ltd	Cat D9T (2006) 410hp	511.43

**Wheel Loader (CCF Class 3.5 cubic metre bucket capacity)**

<b>Tenderer</b>	<b>Equipment</b>	<b>Weighted Score</b>
Albany Industrial Services	Komatsu WA (1999) 180 90kw	809.65
Great Southern Sands	Cat 930 H (2012)	615.86
Frank's Loader	Cat 920	626.43
AD Contractors	Cat 924	614.92
Frank's Loader	Luigong 835 160hp	582.46
Palmer Earthmoving Pty Ltd	Komatsu WA (2012) WA320-6PZ 170hp	580.86
Tricoast Civil	Cat 950G series II (2007) loader with 3.0GP bucket	512.89
Bill Gibbs	Hyundai 760-7 (2009)	495.15
Frank's Loader	Luigong 856 280hp	490.12
NJ Healy & Sons	Cat 950G11 (2005) 183hp	189.99

**Backhoe Loader (CCF Class 5 digging depth)**

<b>Tenderer</b>	<b>Equipment</b>	<b>Weighted Score</b>
Albany Industrial Services	JCB 3CX (1997) 65kw	746.99
AD Contractors	Cat 432	534.86
Tricoast	Cat 432E (2012)	438.15

**Grader (CCF Class 15T)**

<b>Tenderer</b>	<b>Equipment</b>	<b>Weighted Score</b>
Albany Industrial Services	Cat 12G (1990) 120kw or Cat 130G (1982) 120kw	773.11
Great Southern Sands	Cat 12H (1997)	585.94
AD Contractors	Cat 12H	637.82
Great Southern Sands	Cat 12M (2008)	
Tricoast Civil	John Deere 570B (1987) 10ft moldboard	556.11
NJ Healy & Sons	Cat 120H (1998) 93.2kw 125hp	319.14
Bill Gibbs	Cat 143H (2003) 230hp	461.40
Tricoast Civil	Cat 140H (2001) 14ft moldboard	457.96
Palmer Earthmoving Pty Ltd	Cat 12M (2008) 173hp	468.56

**Vibrating Roller (CCF Class 12.5T)**

<b>Tenderer</b>	<b>Equipment</b>	<b>Weighted Score</b>
Albany Industrial Services	Ingersoll Rand (1997) 98kw or Hamm HD 12 (2003) 98kw	752.14
Great Southern Sands	Bomag BW 211-4 (2006)	672.33
Bill Gibbs	Cat CS 563E (2006) 13T	576.57
AD Contractors	Cat 563C & 563D	556.73
Tricoast Civil	Bomag BW214DH4 (2005) 14T	486.97
Palmer Earthmoving Pty Ltd	Cat CS56 (2008) 158hp	512.61
NJ Healy & Sons	Bomag BW211D-4 (2007) 98kw 12T	245.98

**Multi Tyre Roller**

<b>Tenderer</b>	<b>Equipment</b>	<b>Weighted Score</b>
Albany Industrial Services	Dynapac CP132 98kw	681.35
Great Southern Sands	Multipac VP200 (1989)	629.51
Tricoast Civil	Multipac VP2000 (1994)	528.05
Palmer Earthmoving Pty Ltd	Multipac VP2400	442.75

**Padfoot Roller (CCF Class 12.5T)**

<b>Tenderer</b>	<b>Equipment</b>	<b>Weighted Score</b>
Great Southern Sands	Cat 563 (2007)	703.87
Palmer Earthmoving Pty Ltd	Dynapac CA252 (2006) 125hp	604.55
AD Contractors	Cat 563E	597.37
Tricoast Civil	Bomag BW214DH4-14T (2012)	529.53
NJ Healy & Sons	STA Multi w (1997) 2000pd 20T	229.69

**Skid Steer (CCF Class 600/Operating Load)**

<b>Tenderer</b>	<b>Equipment</b>	<b>Weighted Score</b>
Albany Industrial Services	Cat 226B 50kw (2005) or Ingersoll Ran 50kw (2000)	765.11
Bill Gibbs	Pozi Track PT60 (2010) 60hp	567.95
Albany Bobcat	Toyota 45DK8 (2005) 41kw	599.99
Palmer Earthmoving Pty Ltd	Cat 257B3 (2012) 71hp	593.48
Frank's Loader	S130 Bobcat 50hp	553.92
AD Contractors	Cat 247B	534.11
Tricoast Civil	Terex PT-50 (2011) or Cat 226B(2005) or Clark S205 (2005)	491.59
NJ Healy & Sons	Cat 246B (2005) 81.8hp 61kw 3239kg	300.52

**Low Loader**

<b>Tenderer</b>	<b>Equipment</b>	<b>Weighted Score</b>
Albany Industrial Services	Trailer (1989)	748.45
AD Contractors	Nissan 6W 445 CW470	676.37
Bill Gibbs	Iveco Power Star (2007) 550hp Tri Axle Float up to 31T	511.54
Tricoast Civil	Iveco MP4300 Primemover (2005) 430hp, tri-axle	498.23
Palmer Earthmoving Pty Ltd	Scania Prime Mover with drake 470hp (2010)	506.02
NJ Healy & Sons	Quad Float Spread Deck (2007)	302.73

**Truck – Semi Tipper**

<b>Tenderer</b>	<b>Equipment</b>	<b>Weighted Score</b>
Albany Industrial Services	4 x Nissan UD	752.20
AD Contractors	Nissan CW445	639.86
Grocott Transport	Volvo F416-1996 & Howard Porter End Tipper Trailer	565.87
Great Southern Sands	Nissan UD 445 (2006)	585.85
Palmer Earthmoving Pty Ltd	Volvo FM12 (2006) 420hp or Scania (2007) 470hp	610.10
Tricoast Civil	Iveco MP4300 Prime Mover (2005) 430hp bogie-axle	498.81
NJ Healy & Sons	Mercedes Benz 2650 (1996) x 2 120 rating 500hp	286.06
Bill Gibbs	Iveco Power Star (2007) & walking floor trailer side discharge	379.58

**Truck - Tandem**

<b>Tenderer</b>	<b>Equipment</b>	<b>Weighted Score</b>
Albany Industrial Services	4 x Nissan UD	762.03
Frank's Loader	Mercedes 6 wheel 260hp	615.39
Great Southern Sands	Nissan UD 385 (2006)	543.91
Tricoast Civil	Isuzu FVZ1400 (1999) 275hp & Mack Metroliner (2001) 350hp	512.11
AD Contractors	6 Wheeler Nissan CW385	544.68
Palmer Earthmoving Pty Ltd	Nissan UD (2006) 385hp	542.85
NJ Healy & Sons	Mercedes Benz 2435 (1994) 350hp	305.70

**Water Truck**

<b>Tenderer</b>	<b>Equipment</b>	<b>Weighted Score</b>
Albany Industrial Services	International 300hp (1982) 12,000L	747.92
Great Southern Sands	Isuzu (2012)	604.71
Tricoast Civil	Mack Metroliner (2001) 350hp 11,000L sprays & dribble bar	574.57
AD Contractors	Nissan or Stirling	602.75
NJ Healy & Sons	Volvo F10 (1983) 5000L	373.07
Palmer Earthmoving Pty Ltd	Hino (2012) - 12,000L 270hp 3 sprayers, dribble bar and hose reel	524.66
Bill Gibbs	Iveco MP2300 & 26,000L tank	375.64

**Stone Crusher**

<b>Tenderer</b>	<b>Equipment</b>	<b>Weighted Score</b>
Bill Gibbs	AHWI FM600 Stone crusher fitted to McCormick ZTX 260 FWA Tractor	548.33

**Mulcher**

<b>Tenderer</b>	<b>Equipment</b>	<b>Weighted Score</b>
Bill Gibbs	Kobeko SK235 SR fitted with mulching head	869.05
Bill Gibbs	RT400 Tracked Mulcher (2000) RT400 & uzm 700	227.62

9. Should there be a requirement for other equipment not on the preferred supplier listing, then the normal procedure for quoting out for these services will apply.
10. In practice it is often the case that equipment ordered from a recommended successful supplier is often not available due to it being allocated to another contractor or is working on another site. It is then standard practice to approach another supplier who has the same or equivalent equipment to supply the equipment, even though this second supplier is not the highest weighted tenderer. It would therefore be recommended that more than one tenderer be approved per item of equipment in order to satisfy the operational requirements of the Works Department.
11. In these cases, the highest weighted tenderer would be the default contractor, with subsequent contractors being approached only if the required equipment is not available from the highest tenderer when required

**GOVERNMENT & PUBLIC CONSULTATION**

12. A request for tenders was published in the West Australian on 30<sup>th</sup> April 2014 and the Albany Weekender on 1<sup>st</sup> May 2014.

**STATUTORY IMPLICATIONS**

13. Regulation 11 of the Local Government (Functions and General) Regulations 1996 (Regulations) requires Council to publicly tender if the contract is, or is expected to be, more, or worth more, than \$100,000.00.
14. Regulation 18 of the Regulations outlines a number of requirements relating to choice of tender. Council is to decide which of the acceptable tenders is the most advantageous to Council. It may also decline to accept any tender.
15. Regulation 19 of the Regulations requires Council to advise each tenderer in writing the result of Council's decision.

**POLICY IMPLICATIONS**

16. The City of Albany Tender Policy and Regional Price Preference Policy are applicable to this item.

**RISK IDENTIFICATION & MITIGATION**

17. The risk identification and categorisation relies on the City’s Enterprise Risk Management Framework.

<b>Risk</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Risk Analysis</b>	<b>Mitigation</b>
Non compliance with contract or business failure	Unlikely	Medium	Medium	General conditions of contract allow for contract termination on the basis of failure to supply goods and services.

**FINANCIAL IMPLICATIONS**

18. The value of this tender is in excess of \$250,000.00 and therefore the approval is referred to Council for consideration.
19. Tenderers were required to provide a schedule of rates for their services, including a standby rate and mobilisation / demobilisation rates. The supply of hire of construction equipment is budgeted for in the capital works and maintenance budgets. The tendered prices are within those allocations.

**LEGAL IMPLICATIONS**

20. Nil

**ENVIRONMENTAL CONSIDERATIONS**

21. Nil

**ALTERNATE OPTIONS**

22. Council can accept or reject the tenders as submitted.

**SUMMARY CONCLUSION**

23. The City has undergone a competitive process in line with the relevant legislation and established policies. All the contractors that submitted tenders have provided construction plant and equipment to Council previously. To date, the quality of service has been acceptable to Council.

<b>Consulted References</b>	:	Local Government (Functions and General) Regulations 1995 Council Policy – Purchasing (Tenders & Quotes) Council Policy – Buy Local (Regional Price Preference)
<b>File Number (Name of Ward)</b>	:	C14015
<b>Previous Reference</b>	:	Nil

**WS046: FINANCIAL EXPENDITURE AND WORKS PROGRESS REPORTING**

**Proponent** : City of Albany  
**Attachments** : Works and Services Capital Works Progress Report  
(1 attachments)  
**Responsible Officer(s):** : Executive Director Works & Services (M Thomson)

**Responsible Officer's Signature:**



**STRATEGIC IMPLICATIONS**

1. This item relates to the following elements of the [City of Albany Strategic Community Plan 2023](#) and [Corporate Business Plan 2013-2017](#):
  - a. **Key Theme:** 2. Clean, Green and Sustainable.
  - b. **Strategic Objective:** 2.2. To maintain and renew city assets in a sustainable manner.
  - c. **Strategic Initiative:** 2.2.2. Project Reporting.

**In Brief:**

- Improved Capital Works Project reporting is a strategic initiative committed to by the Works and Services directorate.
- The report as at June 30, 2014 is attached.

**RECOMMENDATION**

**WS046: RESPONSIBLE OFFICER RECOMMENDATION**

**That the committee NOTE the Works and Services capital works progress report.**

**BACKGROUND**

2. The attached report, combining the reporting of both actual expenditure and actual progress of work against planned in the same cost-time relationship chart is prepared monthly to update elected members.

**DISCUSSION**

3. The report draws information from the annual budget, the Works & Services Infrastructure works schedule and monthly financial reports utilising actual data.

**GOVERNMENT & PUBLIC CONSULTATION**

4. Not required – internal reporting requirement only.



**STATUTORY IMPLICATIONS**

5. Not applicable

**POLICY IMPLICATIONS**

6. Improved project reporting underpins good asset management practices.

**RISK IDENTIFICATION & MITIGATION**

7. The risk identification and categorisation relies on the City’s [Enterprise Risk Management Framework](#).

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Project cost overruns	Possible	Significant	Medium	Reporting will identify trends toward budget overruns allowing for intervention in advance.
Project time overruns	Possible	Significant	Medium	Reporting will identify overall schedule performance and trends allowing for early interventions and implementation corrective strategies.

**FINANCIAL IMPLICATIONS**

8. The reporting will highlight budget variances early on resulting in issues being dealt with in a timely manner.

**LEGAL IMPLICATIONS**

9. Not applicable

**ENVIRONMENTAL CONSIDERATIONS**

10. Not applicable

**ALTERNATE OPTIONS**

11. Not applicable.

**SUMMARY CONCLUSION**

12. The attached Earned Value reporting documentation reflects the variances of cost and time most effectively and will ensure that Council is apprised of the progress of works at all times.

<b>Consulted References</b>	:	Not applicable
<b>File Number (Name of Ward)</b>	:	Not applicable
<b>Previous Reference</b>	:	Not applicable

WORKS AND SERVICES COMMITTEE MEETING  
AGENDA – 09/07/2014  
\*\*REFER DISCLAIMER\*\*

14. **NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF COUNCIL**
15. **MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
16. **REPORTS OF CITY OFFICERS**
17. **MEETING CLOSED TO PUBLIC.**
18. **CLOSURE.**