

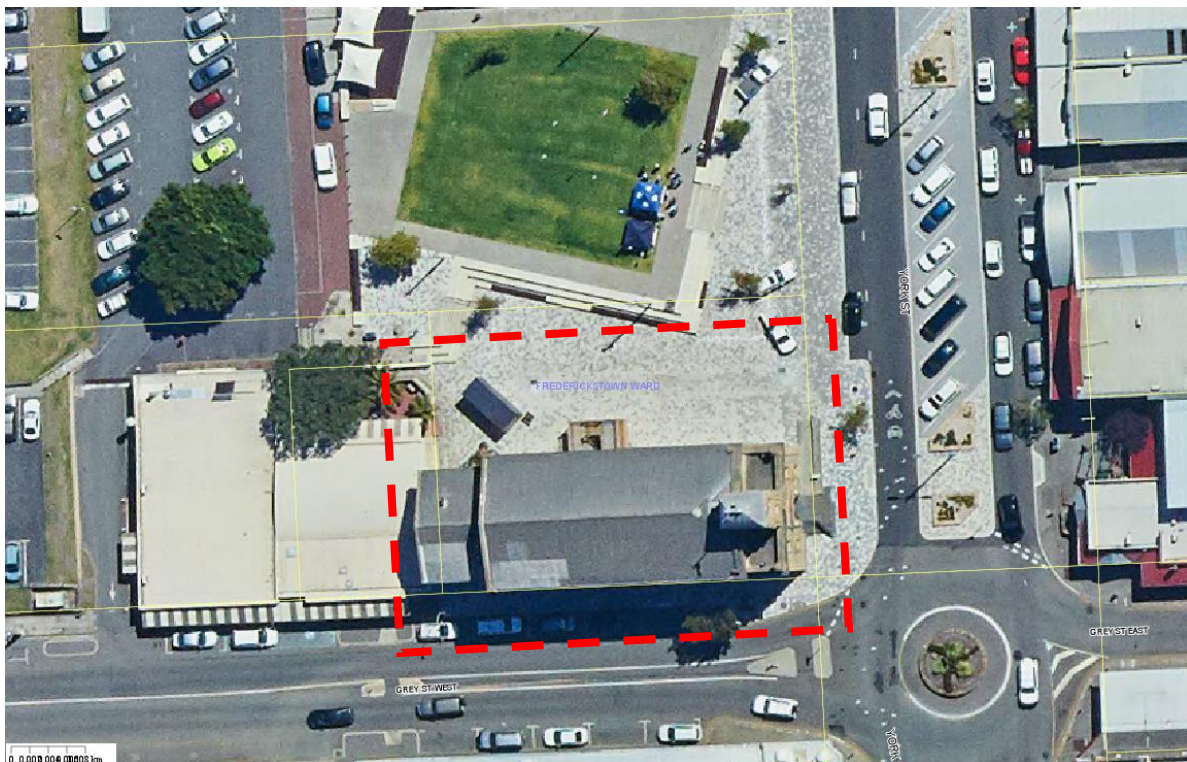
**DIS112: C18008 TENDER AWARD ARCHITECTURAL CONSULTANCY SERVICES - ALBANY TOWN HALL REPURPOSING PROJECT**

<b>Land Description</b>	: Albany Town Hall
<b>Proponent / Owner</b>	: City of Albany
<b>Report Prepared By</b>	: Executive Director Infrastructure & Environment (M. Thomson)
<b>Responsible Officers:</b>	: Executive Director Infrastructure & Environment (M. Thomson)

**STRATEGIC IMPLICATIONS**

1. This item relates to the following elements of the City of Albany Strategic Community Plan or Corporate Business Plan informing plans or strategies:
  - **Theme:** Community Health and Participation
  - **Objective:** To create interesting places, spaces and events that reflect our community’s identity, diversity and heritage.
  - **Community Priority:** Maintain infrastructure and deliver programs that promote Albany’s unique heritage, engender civic pride and leave a lasting memory.

**Maps and Diagrams:**



**In Brief:**

- Following a competitive tender process, Council approval is sought to award the tender for the Contract C18008 Architectural Consultancy Services; Albany Town Hall Repurposing to Griffiths Architects in collaboration with PTX Architects.

**DIS112: DRAFT MOTION**

**VOTING REQUIREMENT: ABSOLUTE MAJORITY**

**THAT Report DIS112: C18008 Tender Award Architectural Consultancy Services - Albany Town Hall Repurposing Project be ACCEPTED for consideration by Council as an urgent item in accordance with clause 3.5 of the Standing Orders Local Law 2012 (As amended).**

**Reason:** It is preferable to award the contract and commence works at the earliest possible time to ensure practical completion in accordance with funding requirements.

**RECOMMENDATION**

**DIS112: RESPONSIBLE OFFICER RECOMMENDATION**

**VOTING REQUIREMENT: SIMPLE MAJORITY**

**THAT Council ACCEPT the tender from Griffiths Architects / PTX Architects and AWARD contract C18008 Architectural Consultancy Services; Albany Town Hall Repurposing Project.**

**BACKGROUND**

2. Tenders were called for Architectural Consultancy Services - Albany Town Hall Repurposing Project, which includes a contract administration period and an approximate 40 week construction period.
3. Given the high profile nature of the Albany Town Hall, all efforts were made to attract Architectural firms with the relevant experience and key personnel to appropriately address the iconic heritage asset.
4. Tenders were advertised state-wide and locally, opening on the 30 May 2018 and closing on the 27 June 2018.
5. A total of 48 tender documents were downloaded from the City's website, resulting in 9 completed submissions.

**DISCUSSION**

6. It is preferable to award the contract and commence works at the earliest possible time to ensure practical completion in accordance with funding requirements.
7. At the time of award only the Architectural Consultancy Services (Architect) will be appointed.
8. The appointed Architect will be the lead consultant and in consultation with the City prepare the scope and evaluation to appoint the "Sub Consultant Team".
9. This appointment of the Sub Consultant Team will be administered as a variation to the lead Architectural consultant's contract, in accordance with the Council's Procurement Policy.

**Evaluation of Tenders:**

10. The tender panel evaluated tenders using the weighted criteria methodology. Criteria and weighting were evaluated in four key areas.

Criteria	% Weighting
Key Personnel Skills, Experience and Capacity	40%
Demonstrated Understanding	35%
Corporate Social Responsibility	5%
Cost	20%
<b>Total</b>	<b>100%</b>

11. The following table summarises the tenderers and the overall evaluation scores applicable.

Tenderer	Total	Rank
Griffiths Architects with PTX Architects	726.34	1
Tenderer B	700.51	2
Tenderer C	695.27	3
Tenderer D	665.71	4
Tenderer E	663.84	5
Tenderer F	657.47	6
Tenderer G	621.10	7
Tenderer H	615.57	8
Tenderer I	468.03	9

12. Griffiths Architects with PTX Architects ranked highest with the highest total weighted score.

**GOVERNMENT & PUBLIC CONSULTATION**

13. The usual tender processes, as defined by the Local Government Act & Regulations, were applied, with state-wide notice given.
14. There is no government consultation required for the award of Architectural Consultancy Services for the Albany Town Hall Repurposing Project.
15. The funding body and public will be notified with regard to the outcome of the award and time frame for implementation.

**STATUTORY IMPLICATIONS**

16. 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 \$150,000.
17. 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.
18. Regulation 19 of the Regulations requires Council to advise each tenderer in writing of Council's decision.

**POLICY IMPLICATIONS**

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

**RISK IDENTIFICATION & MITIGATION**

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<b>Organisation’s Operations</b> <i>Failure to deliver project within specified timeframe</i>	<i>Possible</i>	<i>Major</i>	<i>High</i>	<i>Award architectural consultancy services tenderer as soon as possible to satisfy funding conditions for project completion.</i>
<b>Business Interruption</b> <i>Council rejects/fails to support recommendation for tender award</i>	<i>Possible</i>	<i>Major</i>	<i>Medium</i>	<i>Council makes a timely decision and awards the tender to the recommended tenderer</i>
<b>Opportunity:</b> <i>Project developed and delivered on time for the benefit of the community use and precinct activation.</i>				

**FINANCIAL IMPLICATIONS**

21. The recommended tender is within budget.

**LEGAL IMPLICATIONS**

22. Contractual terms for all aspects of this project will need to be rigorously applied.

**ENVIRONMENTAL CONSIDERATIONS**

23. There are no environmental considerations for this tender.

**ALTERNATE OPTIONS**

24. The options are:

- Council can elect to accept the recommended tender;
- Not approve any tender; or
- Appoint a different submitted tender.

**CONCLUSION**

25. Based on the evaluation scoring and the subsequent reference checks, Griffiths Architects in collaboration with PTX Architects are the preferred tender and consequently it is recommended that their tender be accepted and the contract awarded.

<b>Consulted References</b>	:	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Local Government (Functions and General) Regulations 1996 Council Policy</i></li> <li>• <i>Council Policy: Purchasing Policy (Tenders and Quotes)</i></li> <li>• <i>Tender/Contract Procedure</i></li> <li>• <i>Evaluation Procedure (Tenders and Quotations)</i></li> <li>• <i>City of Albany Buy Local Policy (Regional Price Preference)</i></li> </ul>
<b>File Number (Name of Ward)</b>	:	CP.PLA.9
<b>Previous Reference</b>	:	N/A