

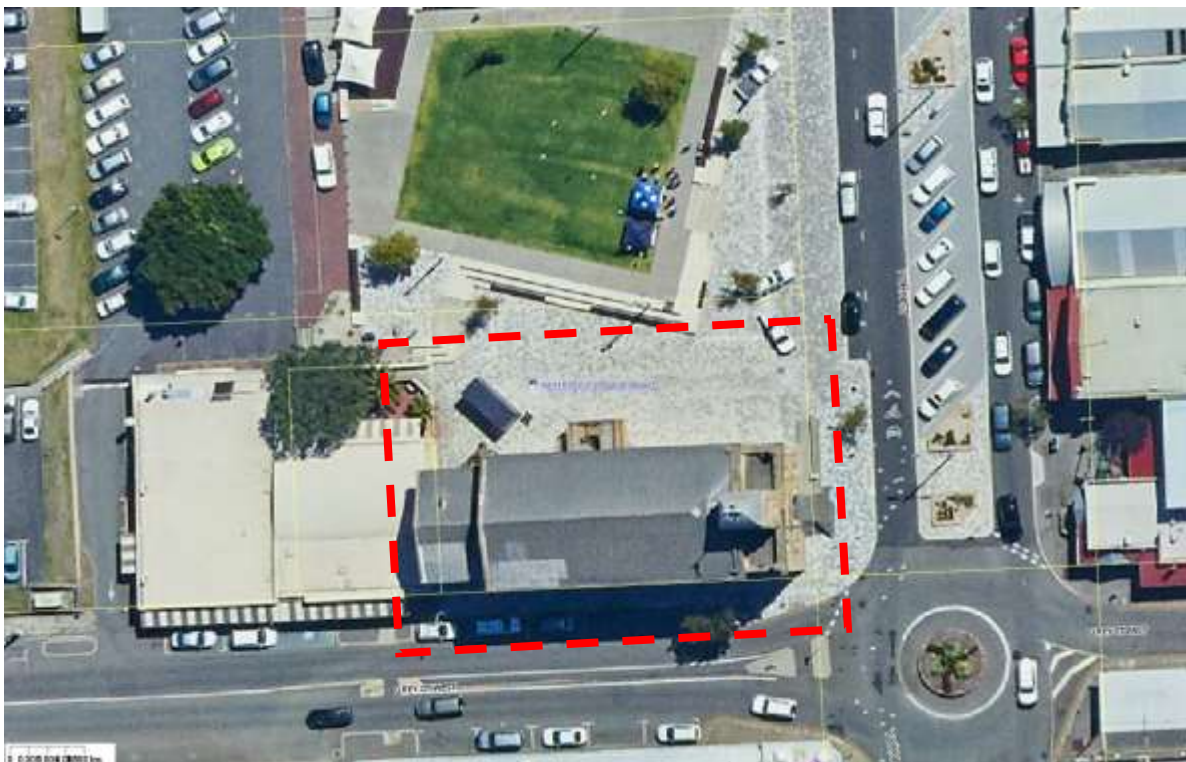
DIS174: C19012 TENDER AWARD CONSTRUCTION WORKS; ALBANY TOWN HALL REPURPOSING PROJECT

Land Description	: Albany Town Hall
Proponent / Owner	: City of Albany
Report Prepared By	: Major Projects Officer (N. Walker) Executive Director Infrastructure & Environment (P. Camins)
Responsible Officers:	: Executive Director Infrastructure & Environment (P. Camins)

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 C19012 Albany Town Hall Repurposing; Construction Works to Smith Constructions.

RECOMMENDATION

**DIS174: RESPONSIBLE OFFICER RECOMMENDATION
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

THAT DIS174: C19012 Tender Award Construction Works-Albany Town Hall Repurposing Works be ACCEPTED for consideration by Council as Urgent Business.

Officer Reason:

Tender Evaluation for this project was completed post the Development and Infrastructure Services Committee meeting for August 2019.

It is preferable that the Tender is awarded as soon as possible after the completion of the Tender Evaluation in order that the project is not unduly delayed.

**DIS174: RESPONSIBLE OFFICER RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT Council ACCEPT the tender from Smith Constructions and AWARD contract C19012 - Albany Town Hall Repurposing Construction Works.

BACKGROUND

2. Tenders were called for Construction Works; Albany Town Hall Repurposing Project.
3. It is preferable to commence works at the earliest possible time to ensure practical completion in accordance with funding requirements.

DISCUSSION

4. The standard tender process as prescribed by the *Local Government Act 1995* (the Act) and *Local Government (Function and General) Regulations 1996* (the Regulations).
5. Tenders were advertised both state-side and locally from the 26 June 2019 and were closed on 1 August 2019.
6. Eighteen (18) tender documents were downloaded from the City of Albany website, resulting in the City receiving three (3) conforming tender submissions.

Evaluation of Tenders

7. The tender panel evaluated tenders using the weighted criteria methodology across five key areas, shown in Table 1.

Table 1 – Evaluation Criteria

Criteria	% Weighting
Relevant Experience	15%
Key Personnel Skills, Experience and Capacity	15%
Demonstrated Understanding	15%
Corporate Social Responsibility	5%
Cost	50%
Total	100%

8. The following Table 2 summarises the tenders and the overall evaluation scores applicable.

Table 2 – Summary of Tender Submissions

Tenderer	Total	Rank
Smith Constructions	612.53	1
Tenderer B	597.01	2
Tenderer C	596.53	3

9. Smith Constructions ranked highest with the highest total weighted score.
10. From the evaluation scoring, reference check, clarification, and financial check processes Smith Constructions are the preferred tender and consequently it is recommended that their tender be accepted and the contract be awarded.

GOVERNMENT & PUBLIC CONSULTATION

11. There is no government consultation required for the award of Construction Works for the Albany Town Hall Repurposing Project.
12. The funding body and public will be notified with regard to the outcome of the award and timeframe for implementation.

STATUTORY IMPLICATIONS

13. Regulation 11 of the Regulations requires Council to publicly tender if the contract is, or is expected to be, more, or worth more than \$150,000.
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 of Council's decision.
16. Voting Requirement: **Simple Majority**.

POLICY IMPLICATIONS

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

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
City Operations: Failure to deliver project within specified timeframe	Possible	Major	High	Award construction tender as soon as possible to satisfy funding conditions for project completion.
Business Interruption: Council does not support recommendation for tender award	Possible	Major	Medium	City Officer address any issues / concern, to facilitate Council making a timely decision.
Opportunity: Project developed and delivered on time for the benefit of the community use and precinct activation.				

FINANCIAL IMPLICATIONS

19. The recommended tender is within budget.

LEGAL IMPLICATIONS

20. Responsibility has been assigned to ensure contractual terms for all aspects of this project are applied.

ENVIRONMENTAL CONSIDERATIONS

21. The contractor's environmental sustainability policy will apply to this contract.
22. Site management controls will be enforced to mitigate adverse any possible environmental impacts.

ALTERNATE OPTIONS

23. The options are:
- Council can elect to accept the recommended tender,
 - Not approve any tender.

CONCLUSION

24. It is recommended, based on the evaluation scoring, reference check, clarification, and financial check processes that the tender is awarded to Smith Constructions.

Consulted References	:	<ul style="list-style-type: none">• <i>Local Government Act 1995</i>• <i>Local Government (Functions and General) Regulations 1996</i>• <i>Council Policy: Purchasing Policy (Tenders and Quotes)</i><ul style="list-style-type: none">○ <i>Tender/Contract Procedure</i>○ <i>Evaluation Procedure (Tenders and Quotations)</i>• <i>Council Policy: City of Albany Buy Local Policy (Regional Price Preference)</i>
File Number (Name of Ward)	:	CP.PLA.9
Previous Reference	:	'Albany Town Hall Repurposing Project; Confidential Briefing Note to Elected Members, Tuesday 20 August 2019'.