

ITEM 8 TENDER T1000118 - SECURITY SERVICES FOR ALL OF COUNCIL

This report recommends acceptance of a tender for the Security Services to all of Council in accordance with the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2021.

Security services including guard provision, patrols, CCTV monitoring, alarm monitoring and response are required to assist with protecting and securing council owned assets, staff and the community across the Local Government Area.

RECOMMENDATION

- 1 In accordance with Section 178(1)(a) of the Local Government (General) Regulation 2021, Council accept the tender of Oz Tech Security Pty Ltd for Security Services to all of Council.
- 2 The contract be awarded for an initial term of 3 years, with 2 optional extensions of 1 year each for a maximum term of 5 years. Any such extensions being exercised at the sole discretion of Council.
- 2 Council delegate to the General Manager the authority to finalise and execute the contract and any other documentation required to give effect to this resolution.
- 3 Council grant authority for the use of the Common Seal of Council on the contract and any other documentation, should it be required, to give effect to this resolution.

REPORT AUTHORISATIONS

Report of: Ingrid McAlpin, Chief Information Officer

Authorised by: Renee Campbell, Director Corporate Services - Connected + Engaged City

ATTACHMENTS

There are no attachments for this report.

BACKGROUND

Engaging a security provider for the provision of Security Services for Council ensures Council can continue to deliver a safe and inviting public domain. It is also critical to facilitate the ongoing monitoring and protection of Council assets across the Local Government Area.

The Security services which will be provided in this tender are:

- Scheduled Mobile Patrols
- Foot Patrols
- Locking / Unlocking of gates and council facilities
- Ad-hoc Provision of Security Guards at short notice
- CCTV Control Room Monitoring
- Back to base alarm monitoring
- Duress alarm response
- Building alarm response
- Building Alarm System routine servicing and repairs
- Building Security Alarm battery replacements (3yrly)
- Monitoring compliance with the Council Crown Street Mall activity Policy
- Crown Street Mall Security Duties
- Liaising with local police and other key security stakeholders within the Crown Street Mall on security matters

- Attend and release vehicles locked in carpark.

The current contract(s) for Security services to council have expired and council is seeking a new single contract to cover all required services.

The objective of this contract is to engage a suitably qualified and experienced Security provider with a sound understanding of and capacity to deliver council's requirements as per the tender specification document.

Tenders were invited for this project by the Open tender method with a close of tenders of 10.00 am on 29th August 2023.

Twelve (12) tenders were received by the close of tenders and all tenders have been scrutinised and evaluated by a Tender Evaluation Panel constituted in accordance with Council's Procurement Policies and Procedures and comprising representatives of the Information Management and Technology, City Works, Community Culture and Economic Development Divisions, Procurement and Supply and Governance representatives.

Two (2) of the tenders were non-conforming submissions and subsequently were not evaluated. One (1) of the tender submissions submitted pricing which when evaluated and scrutinised by the panel did not represent a practical or sustainable pricing schedule for the provision of mobile security patrols. In the opinion of the Panel, services could not be delivered to an adequate standard for the prices tendered and this presented risk to council. Based on this evaluation this tender was deemed to be non-conforming.

The Tender Evaluation Panel evaluated all conforming tenders in accordance with the following Evaluation criteria and weightings as set out in the formal tender documents:

Mandatory Criteria

- 1 Satisfactory references from referees for previous projects of similar size and scope.
- 2 Master Security Licence and Individual Security Licences
- 3 24/7 Control Room and contact centre within 100km radius of the Wollongong CBD.
- 4 Must have a Work Health and Safety Management System and supply evidence.

Evaluation Criteria

- 1 Cost to Council – 30%
- 2 Demonstrated strengthening of local economic capacity – 10%
- 3 Demonstrated understanding of the scope of the contract and ability to provide the services – 20%
- 4 Demonstrated experience and satisfactory performance in provision of service of similar size, scope and environment – 20%
- 5 Staff qualifications and experience – 10%
- 6 Demonstrated Work Health and Safety System - 10%

The mandatory evaluation criteria have been met by the recommended tenderer.

The Tender Evaluation Panel utilised a weighted scoring method for the evaluation of tenders which allocates a numerical score out of 5 in relation to the level of compliance offered by the tenders to each of the evaluation criteria as specified in the tender documentation. The method then takes into account pre-determined weightings for each of the evaluation criteria which provides for a total score out of 5 to be calculated for each tender. The tender with the highest total score is considered to be the tender that best meets the requirements of the tender documentation in providing best value to Council. Table 1 below summarises the results of the tender evaluation and the ranking of tenders.

TABLE 1 – SUMMARY OF TENDER ASSESSMENT

Name of Tenderer	Ranking
Oz Tech Security Pty Ltd	1
Allied Security Management	2
Southern Cross Group Services Pty Ltd	3
WCG Group Pty Ltd	4
Partisan Protective Services	5
Ultimate Security Australia Pty Ltd	6
Prime Protection Pty Ltd	7
Sapio Pty Ltd	8
Security One 2 One Pty Ltd	9
Insight Security Australia Pty Ltd	NON-CONFORMING
SAI Security Protection Group	NON-CONFORMING
Xtreme Protection Group	NON-CONFORMING

PROPOSAL

Council should authorise the engagement of Oz Tech Security Pty Ltd to carry out the Security Services in accordance with the scope of works and technical specifications developed for the project.

The recommended tenderer has satisfied the Tender Evaluation Panel that it is capable of undertaking the works to Council's standards and in accordance with the technical specification.

As the recommended tenderer is the current provider of these services, the decision was made by the tender assessment panel that there was no requirement for referees to be contacted.

CONSULTATION AND COMMUNICATION

- 1 Members of the Tender Evaluation Panel
- 2 Controllers of Premises
- 3 Divisional Managers

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong 2032 Goal **5**. It specifically delivers on the following:

Community Strategic Plan 2032	Delivery Program 2022-2026
Strategy	Service
5.11 Local crime continues to be prevented and levels of crime reduced	Community Programs Development Assessment
5.12 Plan and deliver an accessible, safe, clean and inviting public domain.	City Centre Management Aquatic Services Community Facilities Botanic Garden Parks and Sportsgrounds

RISK ASSESSMENT

The risk in accepting the recommendation of this report is considered low on the basis that the tender process has fully complied with Council's Procurement Policies and Procedures and the Local Government Act 1993.

The risk of the project works or services is considered low based upon Council's risk assessment matrix and appropriate risk management strategies will be implemented.

SUSTAINABILITY IMPLICATIONS

This tender recommendation has positive sustainability implications due to recent initiatives and efficiencies put in place by the tenderer;

- the purchase and installation of solar panels for the operations centre,
- the purchase of three electric vehicles,
- EV charging station onsite,
- Work scheduling and reporting is now 100% paperless.

This tenderer is also committed to employing 100% local people for jobs and supporting the local economy.

FINANCIAL IMPLICATIONS

It is proposed that these security services will continue to be funded from Councils operating budget as identified in the Operational Plan.

CONCLUSION

Council should endorse the recommendations of this report.