

ITEM 14 TENDER T19/26 RIBBONWOOD KURRAJONG KITCHEN REFURBISHMENT

This report recommends acceptance of a tender for the Kurrajong Hall Kitchen Refurbishment works at the Ribbonwood Community Centre, Princes Highway, Dapto in accordance with the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2005.

The proposed works to Kurrajong Hall Kitchen requires the demolition and removal of existing kitchen equipment and furnishings, and the supply, installation and fit out of a new stainless-steel food preparation and kitchen components. Completed works include demolition, disposal, installation of new flooring and tiles, benches, sinks, appliances, repainting walls and service connections. The kitchen will be fully compliant with all relevant food safety legislation and guidelines, and the Disability Discrimination Act (DDA) compliant access.

RECOMMENDATION

- 1 In accordance with clause 178(1)(a) of the Local Government (General) Regulation 2005, Council accept the tender of Sullivans Constructions for Ribbonwood Kurrajong Hall 1 kitchen refurbishment, in the sum of \$139,716, excluding GST.
- 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: Mark Roebuck, Manager City Works
Authorised by: Andrew Garfield, Director Infrastructure + Works

ATTACHMENTS

- 1 Location Plans

BACKGROUND

The Kurrajong Hall Kitchen is located in the Ribbonwood Centre, Dapto. The proposed refurbishment works will modernise the kitchen using the existing layout and will include new floor coverings, stainless steel bench tops, sinks and appliances.

The proposed works ensure that Council facilities are compliant with legislative requirements and that they offer community spaces with a high level of amenity, quality and compliance.

The tender specifications outlined the requirements for the works to be undertaken between January and February 2020. The purpose of this construction period is to minimise the impacts on the licensee and hirers.

Tenders were invited for this project by the open tender method with a close of tenders of 10.00am on 20 August 2019.

Six (6) tenders were received by the close of tender and all tenders have been scrutinised and assessed by a Tender Assessment Panel constituted in accordance with Council's Procurement Policies and Procedures and comprising representatives of Governance + Customer Service, Library + Community Services, Infrastructure Strategy + Planning, and City Works Divisions.

The Tender Assessment Panel assessed all tenders in accordance with the following assessment 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 Financial assessment acceptable to Council which demonstrates the tenderer's financial capacity to undertake the works.

Assessable Criteria

- 1 Cost to Council – 40%
- 2 Appreciation of scope of work, construction methodology and demonstrable environmental policies and procedures – 10%
- 3 Demonstrated experience and satisfactory performance – 5%
- 4 Staff qualifications and experience – 10%
- 5 Proposed subcontractors – 5%
- 6 Proposed schedule – 20%
- 7 Demonstrated WHS management system – 5%
- 8 Demonstrated strengthening of Local Economic Capacity – 5%.

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

The Tender Assessment Panel utilised a weighted scoring method for the assessment 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 assessment criteria as specified in the tender documentation. The method then takes into account pre-determined weightings for each of the assessment 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 assessment and the ranking of tenders.

TABLE 1 – SUMMARY OF TENDER ASSESSMENT

Name of Tenderer	Ranking
Sullivans Constructions	1
Batmac Constructions Pty Ltd	2
Joss Facility Management	3
Elite Commercial Solutions Pty Ltd	4
Adaptive Interiors	5
AJ Grant Group	6

PROPOSAL

Council should authorise the engagement of Sullivans Constructions to carry out the Ribbonwood Kurrajong Hall kitchen refurbishment in accordance with the scope of works and technical specifications developed for the project.

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

Referees nominated by the recommended tenderer have been contacted by the Tender Assessment Panel and expressed satisfaction with the standard of work and methods of operation undertaken on their behalf.

CONSULTATION AND COMMUNICATION

- 1 Members of the Tender Assessment Panel;
- 2 Nominated Referees.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong 2028 “We have a healthy community in a liveable city.” It specifically delivers on the following:

Community Strategic Plan	Delivery Program 2018-2021	Operational Plan 2019-20
Strategy	3 Year Action	Operational Plan Actions
5.5.1 Public facilities in key locations and transport routes are maintained and clean, accessible and inviting to our community and visitors.	5.5.1.3 Coordinator an access improvement program through pre-planning and renewal activities.	Establish a program to ensure Disability Discrimination Act compliance is integrated with Council asset management plans.

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.

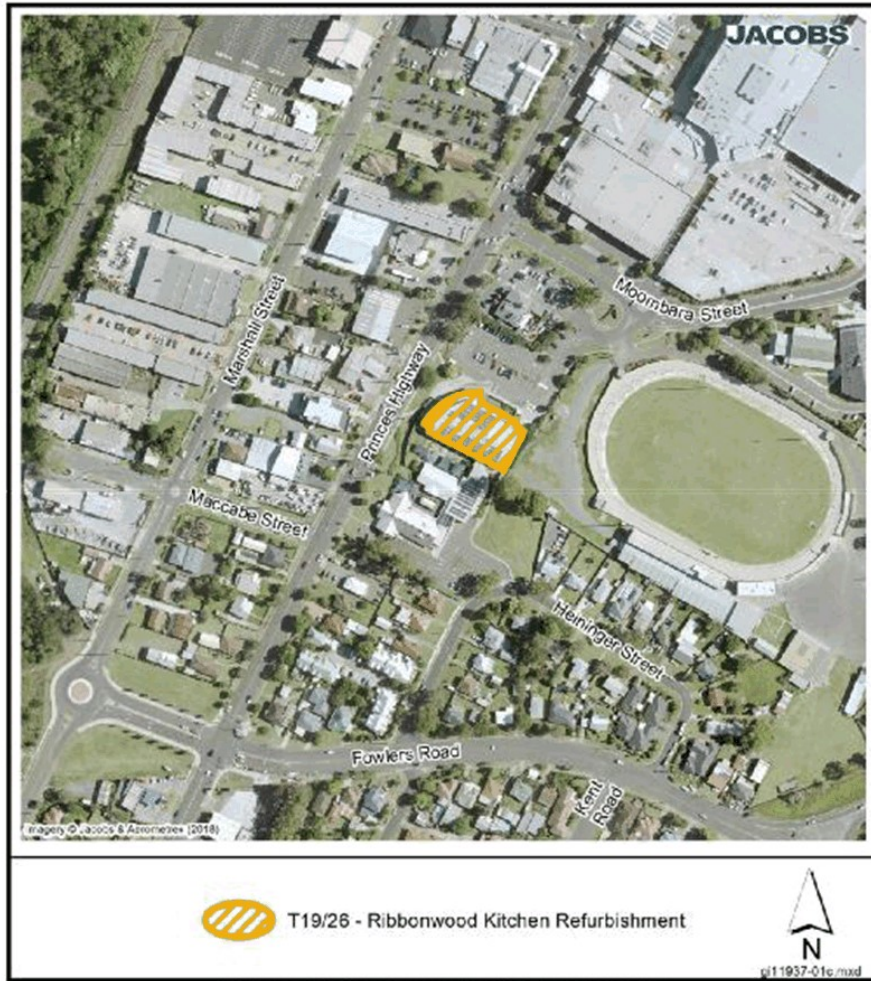
FINANCIAL IMPLICATIONS

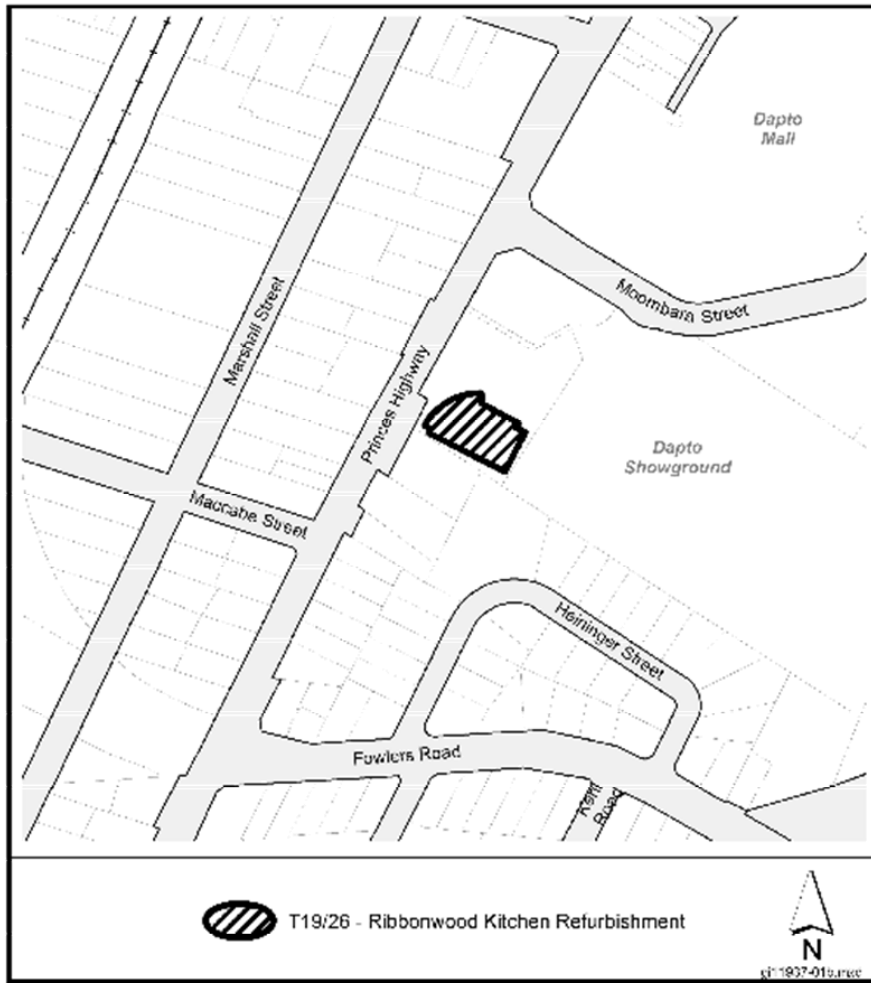
It is proposed that the total project be funded from the following source/s as identified in the Annual Plan –

Operational Plan 2019-2020

CONCLUSION

The recommended tenderer Sullivans Constructions has submitted an acceptable tender for this project and Council should endorse the recommendations of this report.





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