

ITEM 11 TENDER T18/35 ADMINISTRATION BUILDING FIRE PANEL REPLACEMENTS

This report recommends acceptance of a tender for the Administration Building Fire Panel Replacement Works in accordance with the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2005.

Councils Administration Building has an existing fire indication panel and early warning indication system and the current technology is due for renewal. The fire system upgrade will provide the latest technology, reliability and is part of a strategy to standardise Councils fire panels to improve maintainability.

RECOMMENDATION

- 1 In accordance with clause 178(1)(a) of the Local Government (General) Regulation 2005, Council accept the tender of CHUBB Fire and Security Pty Ltd for Administration Building Fire Panel Replacement Works in the sum of \$264,900, 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 and Services

Authorised by: Greg Doyle, Director Infrastructure and Works - Connectivity Assets and Liveable City

ATTACHMENTS

There are no attachments for this report.

BACKGROUND

Tenders were required to be invited for the Administration Building Fire Panel Replacement Works as part of the scheduled maintenance program for buildings and facilities. Funding is budgeted and allocated for this work. Most of the existing fire system components within the Administration Building are, or will soon become, obsolete and, therefore, can no longer be reliably serviced and maintained. Subsequently, all main equipment items will be replaced in accordance with Council's fire system component standardisation strategy. Included in the works is to install a new fire indication panel and early warning indication system, as well as replace several hundred smoke detectors throughout each floor of the building. At the completion of the works, Council will have a PC based graphical display of the new fire indication panel and early warning system.

Tenders were invited by the open tender method with a close of tenders of 10.00am on Tuesday 2 October 2018.

Four (4) tenders were received by the close of tenders 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 City Works, Infrastructure Strategy & Planning, Corporate Governance and Finance Divisions. Two of the received tenders were deemed non-conforming, in total, there were three suitably qualified contractors who were notified of the T18-35 request for tender.

The Tender Assessment Panel assessed all tenders in accordance with the following assessment criteria and weightings as set out in the formal tender documents:

- 1 Cost to Council – 35%.
- 2 Experience and satisfactory performance in undertaking projects of similar size, scope and risk profile - 25%.
- 3 Program and Methodology – 25%.
- 4 Workplace health and safety management system - 10%.
- 5 Demonstrated strengthening of local economic capacity - 5%.

The mandatory assessment criteria of Referees, attendance at tender site inspection, and agreement to a financial capacity check 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 conforming tenders.

TABLE 1 – SUMMARY OF TENDER ASSESSMENT

| Name of Tenderer | Ranking |
|-------------------------------|---------|
| CHUBB FIRE & SECURITY PTY LTD | 1 |
| FIRECORP AUST PTY LTD | 2 |

PROPOSAL

Council should authorise the engagement of CHUBB Fire and Security Pty Ltd to carry out the Administration Building Fire Panel Replacement Works 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.
- 3 External Consultants – Troutman Asset Integrity for project management services, and Cardno Pty Ltd for fire system design and specification development services.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong 2028 goal “We are a connected and engaged community”. It specifically delivers on core business activities as detailed in the Infrastructure Planning and Support Service Plan 2018-19.

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 –

Annual Plan – Capital Works

CONCLUSION

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