

ITEM 15 TENDER T17/56 - WASTE WISE EVENTS FULL WASTE MANAGEMENT SERVICES

This report recommends the acceptance of the tender for the provision of Waste Wise Events Full Event Waste Management Services to Council in accordance with the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2005.

Council's major events including Viva La Gong, New Year's Eve and Australia Day are conducted as Waste Wise Events which divert approximately 80% of the waste generated per event from landfill.

RECOMMENDATION

- 1 In accordance with clause 178(1)(a) of the Local Government (General) Regulation 2005, Council accept the tender of Community Resources Limited (trading as Green Connect) for Waste Wise Events full waste management services, in the sum of \$74,156.58 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: Joanne Page, Manager Open Space & Environmental Services

Authorised by: Andrew Carfield, Director Infrastructure + Works - Connectivity Assets + Liveable City

ATTACHMENTS

There are no attachments for this report.

BACKGROUND

A Waste Wise Event is designed so that waste to landfill is minimised and recyclables and organics recovery are maximised. A Waste Wise Event involves planning and implementing waste avoidance strategies that encourage stakeholders to minimise the use of products and packaging that are not reusable, compostable or recyclable, including discouraging the use of single use plastics. The event should also have a bin system that encourages and makes it easy for attendees to recycle, compost and dispose of waste materials responsibly.

Council's major events including Viva La Gong, New Year's Eve and Australia Day are conducted as Waste Wise Events which divert approximately 80% of the waste generated per event from landfill.

This tender is an identified Environmental Procurement Initiative and was open to companies that support high environmental performance and have integrated environmental practices into their operations. This contract was also an identified Social Procurement Initiative and was open to companies and not for profit organisations that support social outcomes as identified in Council's Social Procurement Policy.

Council's Waste Wise Events are funded until 2021 through the NSW Government Better Waste Recycling Program (non-contestable grant funds), with the possibility of future funding for the program. This tender is for a period of one year with three options for extensions of one year each, with such extensions exercisable at Council's sole discretion.

Tenders were invited for the provision of Waste Wise Events Full Waste Management Service Provision for the following events:

- Viva la Gong;
- New Year’s Eve; and
- Australia Day.

Tenders were invited for this project by the open tender method (Tenderlink, Sydney Morning Herald and Illawarra Mercury) with a close of tenders of 10.00 am on 17 September 2019.

18 organisations downloaded the information with One (1) tender received by the close of tenders. This has been scrutinised and assessed by a Tender Assessment Panel constituted in accordance with Council’s Procurement Policies and Procedures and comprising representatives of the Governance and Customer Service, City Strategy and Open Space and Environmental Services 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

Assessable Criteria

- 1 Cost to Council 25%
- 2 Experience and satisfactory performance in undertaking projects of a similar size, scope and risk profile 20%
3. Environmental management policies and procedures 15%
4. Demonstrated social capacity and outcomes 25%
5. Demonstrated strengthening of local economic capacity 5%
6. Workplace health and safety management system 5%
7. Safe manual handling procedures 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
Community Resources Limited (trading as Green Connect)	1

PROPOSAL

Council should authorise the engagement of Community Resources Limited (trading as Green Connect) to carry out the Waste Wise Events Full Event Waste Management Services 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 Tenderer information session held 20 September 2019 – open invitation to any potential tenderer.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong 2028 goal “Goal 1 - We value and protect our environment and Goal 5 – We have a healthy community and 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
1.2.1 Reduce our ecological footprint, working together to minimise the impacts of climate change and reducing waste going to landfill	1.2.1.1 Develop and implement programs that encourage community participation in reducing Wollongong’s ecological footprint	1.2.1.1.1 Coordinate community environmental programs including: Rise and Shine, Clean Up Australia Day, World Environment Day, National Recycling Week, International Composting Week and other waste education activities.
		1.2.1.1.2 Deliver waste minimisation programs in accordance with the Waste Strategy.
1.5.1 Participate in the Global Covenant of Mayors and set emissions reduction targets for the City.	1.5.1.1 Set an emissions reduction target and carry out actions to reduce greenhouse gas emissions through the Global Covenant of Mayors	1.5.1.1.2 Set an emissions reduction target that is in alignment with the Global Covenant of Mayors compliance requirements.

Delivering Waste Wise Events is an action identified in the Environmental Sustainability Strategy 2014-22 supporting document.

- Focus Area 2 - Reducing our ecological footprint - Reducing emissions from Council operations and Deliver Waste Wise Events.
- Focus Area 5 - Demonstrating Sustainable Leadership and Governance – Complying with Global Covenant of Mayors requirements, which includes setting emissions reduction targets and developing an action plan to achieve the target.

Waste Wise Events delivery will also support the achievement of the following United Nations Sustainable Development Goals –



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 can be funded from the following source:

Better Waste Recycling – Non contestable EPA grant funding

FY19 spending for Waste Wise Events was \$79,317.

FY20 Tender for Waste Wise Events is \$74,156.58.

CONCLUSION

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