

ITEM 13 TENDER T1000060 - REFURBISHMENT OF OTFORD COMMUNITY CENTRE

Council has called tenders for the refurbishment of the Otford Community Centre which is located on Otford Road Otford. This report recommends that Council decline to accept any of the tenders submitted for the Refurbishment of Otford Community Centre in accordance with Section 178(1)(b) of the Local Government (General) Regulation 2021.

Our Community Centres and halls provide the community with a range of different spaces for hire including office spaces, meetings rooms, spaces for kids' activities and halls for large functions across the City.

The Tender Assessment Panel has concluded that none of the tenders is acceptable for the reason that the tenders were either non-conforming or exceeded the allocated budget for this project. It is anticipated that with a revised scope of works, negotiations with the tenderers or any other party will result in a satisfactory outcome being achieved.

RECOMMENDATION

- 1 a In accordance with Section 178(1)(b) of the Local Government (General) Regulation 2021, Council decline to accept any of the tenders received for the Refurbishment of the Otford Community Centre and resolve to enter into negotiations with one or all of the tenderers or any other party with a view to entering into a contract in relation to the subject matter of the tender.
- b In accordance with Section 178(4) of the Local Government (General) Regulation 2021, the reason for Council hereby resolving to enter into negotiations with one or all of the tenderers or any other party and not inviting fresh tenders is that it is anticipated that a satisfactory outcome can be achieved with one of those parties who demonstrate a capacity and ability to undertake the works.
- 2 Council delegate to the General Manager the authority to undertake and finalise the negotiations, firstly with the tenderers, and, in the event of failure of negotiations with those tenderers, any other party, with a view to entering into a contract in relation to the subject matter of the tender.
- 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.
- 4 A report describing the outcome of the procurement process be submitted to the next available Council meeting following the successful engagement of contractor or contractors.

REPORT AUTHORISATIONS

Report of: Glenn Whittaker, Manager Project Delivery

Authorised by: Joanne Page, Director Infrastructure + Works - Connectivity Assets + Liveable City

ATTACHMENTS

- 1 Locality Plan

BACKGROUND

Otford Community Centre is located on Otford Road Otford adjacent to the tennis courts in Otford. The building consists of what was originally the tennis club room featuring an external toilet lacking compliance with the Disability Discrimination Act (DDA) and no compliant parking.

Tenders were required to be invited for the refurbishment of the existing Otford Community Centre building. The scope of works includes:

- The removal, disposal and appropriate replacement of asbestos containing materials in both the eaves and wall cladding.
- Installation of new windows and doors.

- Painting including the external façade.
- Removal and replacement roof sheeting including gutters, fascia, capping and flashing.
- Installation of a new kitchen and storage facilities.
- Installation of Disability Discrimination Act (DDA) compliant access to the building including a new accessible parking bay.
- Complete electrical & lighting upgrade.
- Installation of an automated amenities unit.

Tenders were invited by the open tender method with a close of tenders of 10:00 am on 31 May 2022.

Seven (7) 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 the Project Delivery, Library Community Services, Governance and Infrastructure Strategy and Planning

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 Provision of 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 – 45%
- 2 Demonstrated strengthening of local economic capacity – 10%
- 3 Appreciation of scope of works and construction methodology – 15%
- 4 Experience and satisfactory in undertaking projects of similar size, scope and risk profile including staff qualifications and experience – 15%
- 5 Proposed Sub-Contractors – 5%
- 6 Demonstration of WH&S management system and Environmental management policies and procedures – 5%
- 7 Project Schedule – 5%

PROPOSAL

The Tender Assessment Panel has concluded that none of the tenders received are acceptable as all the tenders were either deemed nonconforming or exceeded the budget allocated for this project. The Tender Assessment Panel has recommended that all tenders be declined, and negotiations be undertaken with one or all of the tenderers, or any other party, with a view to entering into a contract for the subject matter of the tender.

The Panel anticipates that a satisfactory outcome will be achieved through a negotiation process conducted in accordance with Council's Procurement Policies and Procedures.

CONSULTATION AND COMMUNICATION

- 1 Members of the Tender Assessment Panel
- 2 Nominated Referees
- 3 External Consultants

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong 2028 goal 4 “we are a connected and engaged community” It specifically delivers on core business activities as detailed in the Infrastructure Planning and Support Service Plan 2022-23.

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 is considered low based upon Council’s risk assessment matrix and appropriate risk management strategies will be implemented.

SUSTAINABILITY IMPLICATIONS

The following sustainability implications have been considered:

- Sustainable procurement by providing open tender to give local companies the opportunity to tender for the work.
- Weighting in tender assessment provided for using local services, labour and materials.

FINANCIAL IMPLICATIONS

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

2022/2023 Capital Program

CONCLUSION

Adoption of the recommendations will allow Council to negotiate the best outcome for the community within the budget allocated for this project. The report to Council following the engagement of the Contractor ensures the decision is transparent to the community. Council should endorse the recommendations of this report.



