

ITEM 14

TENDER T21/16 - CLEANING SERVICES FOR THE WOLLONGONG CITY MALL AND CITY CENTRE PAVED AREAS

This report recommends acceptance of a tender for the cleaning services for the Wollongong City Mall & City Centre Paved Areas, in accordance with the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2005.

The scope of the tendered works includes regular pressure washing and mechanical brushing of paved surfaces and thorough cleaning of tables, seats and street furniture within the Mall and City Centre.

As outlined in the City for People, Wollongong Public Spaces Public Life 2016 Strategy, high amenity and cleanliness are key to the creation and maintenance of a people-orientated, sustainable, and liveable city. Delivery of a regular, high quality cleaning service for the Wollongong City Mall (Crown Street Mall) and City Centre Paved areas will contribute to a well maintained, safe place, which provides a high level of visitor comfort and enhances the visitor experience.

The purpose of this tender is to maintain the City Mall and City Centre assets in a manner that is aesthetically and operationally acceptable for the community.

RECOMMENDATION

- 1 In accordance with the Local Government (General) Regulation 2005, Clause 178 (1) (a), Council accept the tender of Boab Services for the Cleaning Services of the Wollongong City Mall & City Centre Paved Areas, in the sum of \$179,896.00, excluding GST, being for a period of two years (plus, three options to extend for a further duration of one year each, each option exercisable at Council's sole discretion).
- 2 Council delegate to the General Manager the authority to finalise and execute the contract and any other documentation required to give effect to the 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: Corey Stoneham, Manager City Works

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

ATTACHMENTS

There are no attachments for this report.

BACKGROUND

In late 2014 the Wollongong City Mall and City Centre (formally known as Crown Street Mall and Keira Street) refurbishment works were completed which included the installation of new pavers. To maintain the condition and aesthetics of the pavers, a routine cleaning schedule has been required.

The current Tender T15/23 is now expiring and an ongoing contract for cleaning services for the mall is required.

Tenders were invited by the open tender method with a close of tenders at 10.00am on 19 May 2021.

The scope of works within the tender includes complete pressure washing and mechanical brushing of the paved surfaces including the removal of stubborn stains, removing safety hazards including grease, oil, moss, faeces, coffee, urine, vomit, bird droppings, chewing gum, dust and dirt from paved surfaces using pressure hot water, mobile cleaning units with the ability to reclaim and recycle wash water. Thorough cleaning of tables, seats and street furniture is also undertaken.

Cleaning is scheduled between 10pm and 5am, outside of normal retail opening hours to reduce the impact to businesses. Prescribed days for cleaning are Thursday night/Friday morning for the Upper Mall and Sunday evening/Monday morning for the entire Mall. High pressure wash and mechanical brush cleaning frequency for Keira St and Upper Crown St is bimonthly. High pressure wash and mechanical brush cleaning of Globe Lane and Globe Way is bi-annually.

Council's City Cleansing staff will continue to undertake daily litter picking, mechanical broom sweep and spot cleaning within the Mall and City Centre.

Five tenders were received by the close of tenders and all tenders have been scrutinized and assessed by a Tender Assessment Panel constituted in accordance with Council's Procurement Policies and Procedures and comprising representatives of the City Works, Community Cultural and Economic Development and Finance and Governance Directorates.

The Tender Assessment Panel assessed all tenders in accordance with the following assessment criteria and weighting 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 Demonstrated strengthening of local economic capacity – 10%
- 3 Proposed service methodology – 20%
- 4 Demonstrated WHS & management systems and environmental management policies and procedures – 10%
- 5 Demonstrate experience and satisfactory performance in provision of services of similar size, scope and risk profile in accordance relevant industry standards – 20%

The mandatory assessment criteria have been met by all recommended tenderers.

The Tender Assessment Panel utilised a weighting 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
Boab Services	1
All Sweeper Hire Pty Ltd	2
HSC Facility Services Pty Ltd trading as Hard Surface Cleaners	3
Swetha International Pty Ltd	4
SKG Cleaning Services Pty Ltd	5

PROPOSAL

Council should authorise the engagement of Boab Services to carry out the cleaning services for the Wollongong City Mall & City Centre Paved Areas, in accordance with the scope of works and technical specifications developed for the project.

The recommended tenderer has satisfied the Tender Assessment Panel that they are capable of the undertaking of 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 goal “Objective 5.5 The Public Domain is maintained to a high standard.

It specifically delivers on core business activities as detailed in the Waste Management Service Plan 2020-21.

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 cleaning 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 Operational Plan –

Cost Centre 3120 under the Materials & Contracts budget item (61011)

CONCLUSION

Boab Services has submitted an acceptable tender for the proposed works and Council should endorse the recommendations of this report.