

### **5.3 PROVISION OF ELECTRICAL SERVICES - SEPARABLE PARTS (RFT22PM20-SOR)**

**Ward:** (All Wards) (Construction and Maintenance)

**Disclosure of Interest:** Nil

**Authorised Officer:** Executive Manager Operations

An attachment to this report is **CONFIDENTIAL** as it includes information regarding a contract which may be entered into by the local government and which relates to a matter to be discussed at the meeting and a matter that if disclosed would reveal a trade secret or contains information about or of value to a person. Should Council seek to discuss the confidential information during the meeting, Council should resolve to move behind closed doors.

#### **KEY ISSUES**

- The City sought tenders for RFT22PM20-SOR Provision of electrical services – separable parts
  - Separable part A: provision of electrical and category 6 data maintenance, and planned and minor capital works, servicing, improvements and replacement of the Principal’s existing and new building electrical and technology infrastructure, which includes – but is not limited to – leisure centres, administration, community centre facilities, main switchboards, distribution switchboards, consumer mains cabling, sub main cabling, television aerial and outlets, PV Solar systems, electronic sign fault finding and repairs.
  - Separable part B: provision of electrical maintenance and minor capital works, servicing, improvement and replacement of power and lighting infrastructure for parks, car parks, sporting oval lighting towers, park solar lighting, barbecues including control equipment, and minor street lighting.
- A local public notice for the tender was published in The West Australian on 16 April 2022, at the City of Swan Libraries, on the City of Swan website, and sent via email from Tenderlink.
- Submissions were received from each of the following:  
  
Separable Part A
  1. Hoskins Investments Pty Ltd ATF M R Hoskins Family Trust T/A AE Hoskins Building Services
  2. Graham Ross Johnston T/A Electritech Industries
  3. Gillmore Electrical Services Pty Ltd

<p>4. Lece Pty Ltd</p> <p>Separable Part B</p> <ol style="list-style-type: none"> <li>1. AE Hoskins Building Services</li> <li>2. Bara Electrical Pty Ltd</li> <li>3. Graham Ross Johnston T/A Electritech Industries</li> <li>4. Gillmore Electrical Services Pty Ltd</li> <li>5. Lece Pty Ltd</li> </ol> <ul style="list-style-type: none"> <li>• The submission from Lece Pty Ltd is the preferred submission based on the City's evaluation for Separable Part A.</li> <li>• The submission from Gillmore Electrical Services Pty Ltd is the preferred submission based on the City's evaluation for Separable Part B.</li> <li>• Report requires authorisation by Council as the total contract value variance to budget estimate is greater than 10%.</li> </ul> <p>It is recommended that the Council selects the submissions from Lece Pty Ltd for Separable Part A and Gillmore Electrical Services Pty Ltd for Separable Part B, for RFT22PM20-SOR Provision of electrical services – separable parts.</p>
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## DETAILS

Item	Response
Contract term:	<p>The Contract shall be in force for the period of twenty-four (24) months from 29th July 2022. However, in the event of the Contractor failing in any manner to carry out the Contract to the City's satisfaction, the City may forthwith determine the Contract by written notice to the Contractor.</p> <p>Extension option(s) The City reserves the right to extend the period of the Contract by a further twelve (12) months at the end of the initial period to a maximum total period of thirty-six (36) months.</p>
Price basis:	Schedule of rates - variable prices
City approval to proceed to request:	Executive Manager, Operations
Request closing date:	11 May 2022
Offer validity expiry date:	9 August 2022 (90 days from deadline)

Contract commencement date:	29 July 2022
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## SUBMISSIONS

Pre-qualification requirements for this request:

NIL

Submissions for Separable Part A were received from each of the following:

1. A.E. Hoskins Building Services, Balcatta WA
2. Graham Ross Johnston T/A Electritech Industries, Chidlow WA
3. Gillmore Electrical Services, Malaga WA
  
4. Lece Pty Ltd, Belmont WA

Submissions for Separable Part A were received from each of the following:

- 1 A.E. Hoskins Building Services, Balcatta WA
- 2 Bara Electrical Pty Ltd, Wangara WA
- 3 Graham Ross Johnston T/A Electritech Industries, Chidlow WA
- 4 Gillmore Electrical Services Pty Ltd, Malaga WA
5. Lece Pty Ltd, Belmont WA.

## EVALUATION PANEL

The evaluation panel included three voting members with representatives from two business units in accordance with the City's evaluation process requirements.

In addition to the voting members, the evaluation panel included one non-voting member.

All evaluation panel members provided declarations of conflicts of interest with no conflicts.

## PRELIMINARY ASSESSMENT

The compliance and disclosure requirements for this request were:

Description of compliance criteria
Compliance with the requirements contained in the Request
Compliance with the conditions of tendering contained in the Request
Compliance with the delivery date/time of lodging the Tender
Compliance with and completion of the price schedule(s)
Compliance with the requirement to provide financial information as requested by the Principal as specified within clause 6.2.6
Compliance with the requirement to provide the relevant occupational safety and health documentation within the required timeframe as specified in Schedule A

All tenderers were deemed to be compliant and, therefore, passed through to qualitative assessment.

## QUALITATIVE ASSESSMENT

The qualitative requirements for this request were:

Description of compliance criteria	Weighting
Demonstrate the safety processes and procedures to be employed in undertaking works under the Contract.	30%
Demonstrate the organisations experience in supplying similar works and services.	20%
Demonstrate the skills and experience of key personnel to be used in this project.	20%
Provide an outline of the methodology to be used in supplying the Requirements.	30%

## EVALUATION SUMMARY

### Separable Part A

The results of the qualitative assessment were:

Submission	Price ranking	Qualitative ranking	Marginal cost benefit ranking
A.E. Hoskins Building Services	3	1	1
Gillmore Electrical Services Pty Ltd	1	3	3
Graham Ross Johnston T/A Electritech Industries	4	4	4
Lece Pty Ltd	2	2	2

The submission from A.E. Hoskins Building Services ranks first place in marginal cost benefit based on the City's evaluation. However, Lece Pty Ltd demonstrated that their safety processes, organisational experience, levels of qualified, skilled and experienced key personnel, and methodology, would allow them to deliver the Contract Requirements at a lower price, the evaluation panel recommends Lece Pty Ltd as the preferred Tenderer for this Contract.

### Separable Part B

The results of the qualitative assessment were:

Submission	Price ranking	Qualitative ranking	Marginal cost benefit ranking
AE Hoskins Building Services	4	Equal 3	4
Bara Electrical Pty Ltd	1	2	2
Gillmore Electrical Services Pty Ltd	2	1	1
Graham Ross Johnston T/A Electritech Industries	5	4	5
Lece Pty Ltd	3	Equal 3	3

The submission from Gillmore Electrical Services Pty Ltd is the preferred submission based on the City's evaluation.

## **CONSULTATION**

A local public notice for the tender was distributed as follows:

- Publication on the City of Swan public website
- Publication in the City of Swan libraries
- Publication in The West Australian, 16 April 2022
- Email notifications sent via Tenderlink.

## **ATTACHMENTS**

**CONFIDENTIAL:** RFT22PM20-SOR Provision of electrical services – separable parts

## **STRATEGIC IMPLICATIONS**

Strategic Community Plan 2021-2031

- Objective G2.1 Improve capability and capacity

Council Policy POL-C-116 Procurement

## **STATUTORY IMPLICATIONS**

*Local Government Act 1995 (WA)*

Local Government (Administration) Regulations 1996 (WA)

Local Government (Functions and General) Regulations 1996 (WA)

Delegation of Authority Register 2021

## FINANCIAL IMPLICATIONS

Budget item description:	**Various capital and operating budgets	
Budget account / job no:	**Various capital and operating budgets	
Budget item amount:	**Various capital and operating budgets	
Total expenditure to date:	**Various capital and operating budgets	
Total commitments:	**Various capital and operating budgets	
Available budget balance:	**Various capital and operating budgets	
Forward estimated amount* allocated for this request:	2022/23	Separable Part A: \$195,566.75 Separable Part B: \$314,122.00
	2023/24	Separable Part A: \$195,566.75 Separable Part B: \$314,122.00

\*Forward estimated amount is a provisional amount and is subject to Council approval through the annual budgeting process.

\*\*Various capital budgets and operating budgets has been inserted due to cost coding to many different work orders for planned and reactive electrical works to various buildings, street lighting sites, car parks and sporting ovals within the City portfolio.

The preferred tenderer's offer is:

- Within the forward estimated amount

## VOTING REQUIREMENTS

Simple majority

## **RECOMMENDATION**

That the Council resolve to:

- 1) Select Lece Pty Ltd as the preferred tenderer for Separable Part A and Gillmore Electrical Services Pty Ltd as the preferred tenderer for Separable Part B
- 2) Allow the option to extend the contract for a further twelve (12) months
- 3) Upon award of the contract, advise all tenderers and update the City's public tender register in accordance with Local Government (Functions and General) Regulations 1996 (WA).

**CARRIED EN BLOC**