



CITY of SWAN

MINUTES

TENDER REVIEW COMMITTEE

28 JULY 2021

CONFIRMED MINUTES

These minutes were confirmed as a true and accurate record of the meeting at the Tender Review Committee held on 11 August 2021.

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1. OPENING

Meeting declared open at 5.00pm by Presiding Member Cr McCullough.

2. ATTENDANCE AND APOLOGIES

| | | |
|--------------|-----------------|--------------------------------|
| Councillors: | Cr C McCullough | Pearce Ward (Presiding Member) |
| | Cr K Bailey | Pearce Ward |
| | Cr M Congerton | Whiteman Ward |
| | Cr B Parry | Whiteman Ward |
| | Cr R Henderson | Swan Valley/Gidgegannup Ward |
| | Cr J McNamara | Whiteman Ward (from 5.02pm) |

| | | |
|--------|---------------|--|
| Staff: | Mr J Coten | Executive Manager Operations |
| | Ms A Albrecht | Manager Governance and Strategy |
| | Ms C Donegan | Contracts and Procurement Manager |
| | Mr K Boase | Coordinator Parks Maintenance Place Services |

| | | |
|----------------------|------------|-------------|
| Leave of Absence: | Cr P Jones | Pearce Ward |
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Apologies:

3. DECLARATIONS OF FINANCIAL INTERESTS AND INTERESTS AFFECTING IMPARTIALITY

Nil

4. PUBLIC QUESTION TIME

Nil

5. CONFIRMATION OF PREVIOUS MINUTES

RESOLVED UNANIMOUSLY TO that the Minutes of the Tender Review Committee meeting held on 7 July 2021 be confirmed.

(Cr Congerton - Cr Parry)

RESOLVED UNANIMOUSLY TO Amend the minutes of the Tender Review Committee meeting 23 June 2021, part 5 – Confirmation of the previous minutes (26 May 2021) to delete Cr Henderson as the seconder and reconfirm the minutes for the Tender Review Committee 26 May 2021.

(Cr Parry - Cr Bailey)

6. CONFIDENTIAL ITEMS

The following report(s) are **CONFIDENTIAL** in accordance with section 5.23(2) of the *Local Government Act 1995* which permits the meeting to be closed to the public for business relating to the following:

- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.
- (e) a matter that if disclosed, would reveal -
 - (i) a trade secret;
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person

where the trade secret or information is held by, or is about, a person other than the local government.

RESOLVED UNANIMOUSLY that the Tender Review Committee meet behind closed doors, having regard to the provisions of s.5.23(2)(c) and/or (e) of the *Local Government Act 1995*.

(Cr Parry - Cr Bailey)

Cr McNamara arrived to the meeting at 5.02pm

6.1 RFT21DM35 - SUPPLY AND DELIVERY OF GRAVEL

Originating Officer – David Mather, Coordinator Engineering Construction, Construction and Maintenance

Reviewed for Compliance – Megan Callus, Procurement Planning Specialist, Contract and Procurement Contracts and Procurement

RECOMMENDATION

It is recommended that the Tenders Review Committee resolve to:

- 1) **Select** B&J Catalano Pty Ltd as the preferred tenderer for the *Supply and delivery of gravel – RFT21DM35-SOR* for the initial period from the date of award to 30 June 2023 for the schedule of rates as per the tenderer's offer with the anticipated value of the contract being one million, six hundred and fifty eight thousand, nine hundred and fifty one dollars and twenty five cents (\$1,658,951.25) excluding GST
- 2) **Allow** the option to extend the contract by a further twenty-four (24) months
- 3) **Advise** all tenderers accordingly.

CARRIED

6.2 RFT21PH11-SOR - PROVISION OF TYRES, TYRE FITTING AND MAINTENANCE SERVICES, AND PRODUCTS

Originating Officer – Phil Hawes, Coordinator Fleet Servicing and Maintenance
Reviewed for Compliance – Megan Callus, Procurement Planning Specialist

RECOMMENDATION

It is recommended that the Tenders Review Committee resolve to:

- 4) **Select** Tyres4U Pty Ltd as the preferred Tenderer for the *Provision of tyres, tyre fitting and maintenance services, and products – RFT21PH11* for the initial period of thirty-six months for the schedule of rates as per the Tender's Offer with the anticipated value of the Contract being one million, six hundred and fifty-five thousand, one hundred and ninety-nine dollars and eight-five cents (\$1,655,199.85) excluding GST
- 5) **Allow** the option to extend the Contract by a further twenty-four (24) months
- 6) **Advise** all Tenderers accordingly.

CARRIED

7. ADOPTION OF THOSE RECOMMENDATIONS CONTAINED IN ITEMS NOT WITHDRAWN

RESOLVED UNANIMOUSLY that the reports of the Tender Review Committee Minutes be received and the recommendations therein adopted:

| | | |
|-------|-----|-----|
| Items | 6.1 | 6.2 |
|-------|-----|-----|

(Cr Congerton - Cr Parry)

RESOLVED UNANIMOUSLY that the Committee no longer meet behind closed doors.

(Cr Bailey - Cr Parry)

8. OTHER BUSINESS

Nil.

9. MEETING CLOSE

There being no further business, the Presiding Member declared the meeting closed at 5.05pm.