



CITY of SWAN

MINUTES

TENDER REVIEW COMMITTEE

29 SEPTEMBER 2021

CONFIRMED MINUTES

These minutes were confirmed as a true and accurate record of the meeting at the Tender Review Committee held on 10 November 2021.

TABLE OF CONTENTS

1. OPENING	3
2. ATTENDANCE AND APOLOGIES	3
3. DECLARATIONS OF FINANCIAL INTERESTS AND INTERESTS AFFECTING IMPARTIALITY	3
4. PUBLIC QUESTION TIME	3
5. CONFIRMATION OF PREVIOUS MINUTES	3
6. CONFIDENTIAL ITEMS	4
6.1 RFT21KB39-SOR - SUPPLY AND DELIVERY, AND SUPPLY AND APPLICATION OF TURF CARE PRODUCTS (SEPARABLE PARTS)	5
7. OTHER BUSINESS	7
8. MEETING CLOSE	7

29 September 2021

1. OPENING

The Presiding Member opened the meeting at 5.00pm.

2. ATTENDANCE AND APOLOGIES

Councillors:	Cr C McCullough	Pearce Ward (Presiding Member)
	Cr K Bailey	Pearce Ward
	Cr P Jones	Pearce Ward
	Cr M Congerton	Whiteman Ward
	Cr B Parry	Whiteman Ward

Staff:	Mr J Coten	Executive Manager Operations
	Ms A Albrecht	Manager Governance and Strategy
	Ms C Donegan	Contracts and Procurement Manager

Leave of
Absence: Nil

Apologies: Cr J McNamara Whiteman Ward

3. DECLARATIONS OF FINANCIAL INTERESTS AND INTERESTS AFFECTING IMPARTIALITY

Nil.

4. PUBLIC QUESTION TIME

Nil.

5. CONFIRMATION OF PREVIOUS MINUTES

RESOLVED UNANIMOUSLY that the Minutes of the Tender Review Committee meeting held on 1 September 2021 be confirmed.

(Cr Bailey - Cr Jones)

29 September 2021

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 Bailey - Cr Congerton)

29 September 2021

6.1 RFT21KB39-SOR - SUPPLY AND DELIVERY, AND SUPPLY AND APPLICATION OF TURF CARE PRODUCTS (SEPARABLE PARTS)

Originating Officer – Keith Boase, Coordinator Parks Maintenance, Construction and Maintenance

Reviewed for Compliance – Jason Cleasby, Contract Management Analyst, Contract and Procurement

RECOMMENDATION

It is recommended that the Tenders Review Committee resolve to:

- 1) **Select** A.K.C. Pty Ltd T/A Baileys Fertilisers as the preferred tenderer for the *Supply and delivery, and supply and application of turf care products – RFT21KB39-SOR - Separable Part A* for the initial period from the date of award until 30 June 2023 for the schedule of rates as per the Tender's Offer with the anticipated value of the Contract being three hundred and thirty two thousand, five hundred dollars (\$332,500.00) excluding GST
- 2) **Select** A.K.C. Pty Ltd T/A Baileys Fertilisers as the preferred tenderer for the *Supply and delivery, and supply and application of turf care products – RFT21KB39-SOR - Separable Part B* for the initial period from the date of award until 30 June 2023 for the schedule of rates as per the Tender's Offer with the anticipated value of the Contract being seven hundred and eighty four thousand, one hundred and seventeen dollars and twenty cents (\$784,117.20) excluding GST
- 3) **Allow** the option to extend the contract by a further twenty four (24) months
- 4) **Advise** all tenderers accordingly.

MOTION that the Council resolve to adopt the Officer recommendation.

(Cr Bailey - Cr Congerton)

RESOLVED UNANIMOUSLY TO:

- 1) **Select** A.K.C. Pty Ltd T/A Baileys Fertilisers as the preferred tenderer for the *Supply and delivery, and supply and application of turf care products – RFT21KB39-SOR - Separable Part A* for the initial period from the date of award until 30 June 2023 for the schedule of rates as per the Tender's Offer with the anticipated value of the Contract being three hundred and thirty two thousand, five hundred dollars (\$332,500.00) excluding GST

29 September 2021

- 2) **Select** A.K.C. Pty Ltd T/A Baileys Fertilisers as the preferred tenderer for the *Supply and delivery, and supply and application of turf care products – RFT21KB39-SOR - Separable Part B* for the initial period from the date of award until 30 June 2023 for the schedule of rates as per the Tender's Offer with the anticipated value of the Contract being seven hundred and eighty four thousand, one hundred and seventeen dollars and twenty cents (\$784,117.20) excluding GST
- 3) **Allow** the option to extend the contract by a further twenty four (24) months
- 4) **Advise** all tenderers accordingly.

29 September 2021

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

(Cr Bailey - Cr Jones)

7. OTHER BUSINESS

Nil.

8. MEETING CLOSE

There being no further business, the Presiding Member declared the meeting closed at 5.01pm.