

GYMPIE REGIONAL COUNCIL

LATE AGENDA

of the

ORDINARY MEETING

CHAIRMAN: Cr GC Hartwig (Mayor)

Held in The Boardroom

Town Hall

2 Caledonian Hill

Gympie Qld

4570

On Wednesday, 22 February 2023

At 9.00am



The Corporate Plan 2022-2027 provides a clear framework and direction in relation to Council's **vision, mission, values** and **key response areas**.

Gympie Regional Council has a vision for embracing opportunities, promoting wellbeing and celebrating strong communities.

Our mission is to leave a positive legacy for future generations by embracing progress through good planning and efficient service delivery.

Our values are:

Accountability

We are open, transparent and take responsibility for our actions.

Communication

We consult with the community, actively listen to and respond to the input of residents, and keep people informed.

Customer Service Focused

We meet the needs of our community in an efficient and effective manner. We strive to continually improve, show empathy and are environmentally aware in our service delivery.

Integrity

We act with honesty and respect in all we do and respect all residents, colleagues and visitors.

Teamwork and Collaboration

We recognise and support everyone's contributions. We are inclusive and contribute respectfully working as a team. We will care for ourselves and others.

Council's activities are aimed at achieving our vision and are focused into the following three key response areas/objectives:

COMMUNITY AND ENVIRONMENT

Our communities have infrastructure and spaces for living, working, learning, sport and recreation that supports and caters for growth and enables the community to be inclusive, connected and safe. Natural ecosystems are conserved and enhanced and our built environment embraces biodiversity, sustainability and heritage.

INFRASTRUCTURE AND ECONOMIC OPPORTUNITY

Our planning and infrastructure seeks to meet foreseeable future needs to support economic development, community enhancement and residents' wellbeing.

ORGANISATION

Gympie Regional Council is an organisation that understands the community, and delivers services efficiently and effectively through highly engaged staff.

The above framework informs council's decision making and guides our organisational management and operational activities.

Gympie Regional Council **ORDINARY**

Mayor GC Hartwig (Chairman),

*Crs J Milne, NG Jensen, SA Waldock, BM Devereaux, DH Stewart, HT Smerdon,
WA Polley and RA Fredman.*

CONTENTS:

SECTION 8: INFRASTRUCTURE SERVICES.....	4
8.7 RFT167 - PROVISION OF GROUNDS MAINTENANCE SERVICES	4
SECTION 11: IN COMMITTEE	13
11.3 BIODIVERSITY PROPOSAL.....	13

SECTION 8: INFRASTRUCTURE SERVICES

8.7 RFT167 - Provision of Grounds Maintenance Services

PORTFOLIO: Civil Works and Design, Asset Management, Facilities, Property and Open Space

DIRECTORATE: Infrastructure Services

DOC ID:

LINKS TO CORPORATE/OPERATIONAL PLAN

KEY RESPONSE AREAS:

2. Infrastructure and Economic Opportunity

1. BACKGROUND AND PREVIOUS COUNCIL CONSIDERATION

Council engages contractors to undertake Grounds Maintenance services throughout the Region and across a number of areas of responsibilities.

The now lapsed RFT038 contract, for Grounds Maintenance Services for Parks only, was awarded to Wilson's Commercial Services and ended in November 2022. Other contracts for grounds maintenance works across Waste Facilities, Water and Waste Water and Gympie Aerodrome have all lapsed at various times. These were separate contracts managed independently by the respective business unit with services undertaken by various contractors.

2. REPORT

Invitation to tender

An Invitation to Tender No. RFT167 Provision for Grounds Maintenance Services was split into six Separable Portions as follows:

- Parks Ground Maintenance Services (SP1)
- Gympie Aerodrome Ground Maintenance Services (SP2)
- Waste Facility Ground Maintenance Services (SP3)
- Bank Of Bins Ground Maintenance Services (SP4)
- Water and Waste Water Facilities Grounds Maintenance Services (Water Business Unit Ground Maintenance Services) (SP5)
- Miscellaneous Ground Maintenance Services (SP6).

Portions SP1, SP3, SP4, and SP5 were separated in to the following Zones, with SP2, being a single location only, Gympie Aerodrome:

- Zone 1 – North
- Zone 2 – Gympie
- Zone 3 – Gympie Southside
- Zone 4 – Mary Valley
- Zone 5 – West
- Zone 6 – Eastern Rural
- Zone 7 – Cooloola Coast.

Separable Portion 6 was for equipment and services only, to be utilised on an ad hoc basis, and not under contract.

The intent of the separable portions and zones was to enable smaller contractors to tender for the supply of services in areas that may have been closer to their business base, of a size that was within their capacity, or to be able to fulfil a smaller contract to enable them to grow their expertise. However, it was felt that that the extent of the tendered services would still be of interest to larger local contractors and possibly those operating within the Sunshine Coast/north of Brisbane area.

The contract terms were for an initial 12 months, with a possible three year extension and a possible further two year extension.

Tender response

The responses to the invitation to tender were lower than anticipated, with a number of those received from smaller contractors and only one response from a larger sized contractor. A number of non-conforming tenders were also submitted.

Post tender clarification was sought from DSA Rural, KCP Contracting Pty Ltd and Ford Family Mowing, with Ford Family Mowing not responding.

The inability for smaller contractors to understand, complete and submit a full tender response was evident noting that a contractor briefing session was held at the onset of the tendering process to provide assistance for smaller contractors.

The tendered rates offered by a number of the smaller contractors were significantly higher than others, and at costs greater than the average current market rates.

Evaluation

Each tender was evaluated on both price and non-price elements, with non-price elements including indicated capacity, experience, safety of operations, traffic management training and accreditation and the necessary documentation to deliver required works.

Non-conforming tenders were not evaluated.

The evaluation panel consisted of the following representatives.

Chair	Manager Property & Open Space
Panel Member 1	Manager Environment and Resource Recovery
Panel Member 2	Manager Community and Commercial
Panel Member 3	Manager Operations Water and Waste Water

Conflicts of Interest

Prior to panel members reviewing responses they were provided with the list of respondents and asked to declare any conflicts of interest. No conflicts of interest were declared.

The following table identifies the panel scoring for non-priced elements for the tenderers who submitted a response for any part of Separable Portions 1 to 5.

EVALUATION PANEL Non Priced Score	
Tenderer	Score
Wilson's Commercial Services	4.67
Corwood Qld Pty Ltd	4.21
Grasscuta Pty Ltd T/a Cove Lawn & Garden	3.71
Small Acreage Mowing & Slashing	3.39

The following tables show comparisons of tenders received for each Separable Portion. Where a price score is shown as 0.0, the difference between the prices and the average is too great for the formula to apply.

All prices are Exclusive of GST.

Separable Portion 1 – Parks Ground Maintenance Services

Contractor	Zone/s Tendered For	Total Tendered Rate per cycle
Grasscuta Pty Ltd	Zones 6 and 7	\$3,884.50
Small Acreage Mowing & Slashing	Zone 1	\$11,300.00
Wilson's Commercial Services	Zones 1, 2, 3, 4, 6 and 7	\$33,316.45

The evaluation Panel compared rates where more than one contractor submitted a tender for the same Zone.

Zone 1 only had submissions from two tenderers as outlined below.

<i>Separable Portion 1 – Parks Ground Maintenance Services</i>		
Contractor	Zone/s Tendered For	Total Tendered Rate per cycle
Wilson's Commercial Services	Zone 1	\$3,672.50
Small Acreage Mowing & Slashing	Zone 1	\$11,300.00

EVALUATION PANEL	Non Priced Score	Priced Score	Total Score
Wilsons Commercial Services	4.67	4.00	8.67
Small Acreage Mowing & Slashing	3.39	1.30	4.49

While noting the above outcome for Zone 1, it is now proposed that these works will be undertaken by Council in-house resources supplemented by an external panel of providers.

Zones 6 and 7 only had submissions from two tenderers as outlined below:

<i>Separable Portion 1 – Parks Ground Maintenance Services</i>		
Contractor	Zone/s Tendered For	Total Tendered Rate per cycle
Grasscuta Pty Ltd	Zones 6 and 7	\$3,884.50
Wilson's Commercial Services	Zones 6 and 7	\$6,778.70

EVALUATION PANEL	Non Priced Score	Priced Score	Total Score
Grasscuta Pty Ltd	3.71	4.00	7.71
Wilson's Commercial Services	4.67	2.29	6.96

Zones 2, 3 and 4 only had one tender submission as outlined below.

<i>Separable Portion 1 – Parks Ground Maintenance Services</i>		
Contractor	Zone/s Tendered For	Total Tendered Rate per cycle
Wilson's Commercial Services	Zones 2, 3 and 4	\$22,865.25

EVALUATION PANEL	Non Priced Score	Priced Score	Total Score
Wilson's Commercial Services	4.67	4.00	8.67

Separable Portion 2 - Gympie Aerodrome Ground Maintenance Services

Contractor	Total Tendered Rate per annum
Wilson's Commercial Services	\$50,540.00
Small Acreage Mowing & Slashing	\$261,000.00

EVALUATION PANEL	Non Priced Score	Priced Score	Total Score
Wilsons Commercial Services	4.67	4.00	8.67
Small Acreage Mowing & Slashing	3.39	0.0	3.39

* Price Calculation formula gives a 0.00 Price score based on a percentage of price average. "Price Calculation derived from the Transport & Main Roads Formula contained within the Manual for Transport Infrastructure Project Delivery System Volume 2 – Tendering for Infrastructure Works"

Due to the significant price difference there was no need to evaluate including price.

Separable Portion 3 – Waste Facility Ground Maintenance Services

Contractor	Zone/s Tendered For	Total Tendered Rate per cycle
Corwood Qld Pty Ltd	All Zones	\$25,977.90
Small Acreage Mowing & Slashing	Zone 1 and 3	\$11,300.00
Wilson's Commercial Services	All Zones	\$15,915.00

The Evaluation Panel compared rates where more than one contractor has submitted a tender for the same Zone.

Zone 1 and 3 had submissions from three tenderers as below, which enabled separating these two zones from the remainder with evaluation undertaken accordingly.

<i>Separable Portion 3 – Waste Facility Ground Maintenance Services</i>			
Contractor	Zone/s Tendered For	Total Tendered Rate per cycle	
Wilson's Commercial Services	Zone 1 and 3	\$2,280.00	
Corwood Qld Pty Ltd	Zone 1 and 3	\$2,835.00	
Small Acreage Mowing & Slashing	Zone 1 and 3	\$2,934.50	

EVALUATION PANEL	Non Priced Score	Priced Score	Total Score
Wilson's Commercial Services	4.67	4.00	8.67
Corwood Qld Pty Ltd	4.21	3.03	7.23
Small Acreage Mowing & Slashing	3.39	2.91	6.30

Zones 2, 4, 5 and 7 had submission from 2 tenderers as outlined below.

<i>Separable Portion 3 – Waste Facility Ground Maintenance Services</i>			
Contractor	Zone/s Tendered For	Total Tendered Rate per cycle	
Wilson's Commercial Services	2, 4, 5 and 7	\$13,635.00	
Corwood Qld Pty Ltd	2, 4, 5 and 7	\$23,108.40	

EVALUATION PANEL	Non Priced Score	Priced Score	Total Score
Wilson's Commercial Services	4.67	3.31	7.98
Corwood Qld Pty Ltd	4.21	1.96	6.16

Separable Portion 4 – Bank of Bins Ground Maintenance Services

Contractor	Zone/s Tendered For	Total Tendered Rate per cycle
Small Acreage Mowing	Zone 1 and 3	\$1,020.00
Wilsons Commercial Services	All Zones	\$1,500.10

The Evaluation Panel compared rates where more than one contractor submitted a tender for the same Zone.

Zone 1 and 3 only had submissions from two tenderers as outlined below.

<i>Separable Portion 4 – Bank of Bins Ground Maintenance Services</i>

Contractor	Zone/s Tendered For	Total Tendered Rate per cycle
Wilson's Commercial Services	Zone 1 and 3	\$383.35
Small Acreage Mowing & Slashing	Zone 1 and 3	\$1,020.00

EVALUATION PANEL	Non Priced Score	Priced Score	Total Score
Wilsons Commercial Services	4.67	4.00	8.67
Small Acreage Mowing & Slashing	3.39	0.00	3.39

* Price Calculation formula gives a 0.00 Price score based on a percentage of price average. "Price Calculation derived from the Transport & Main Roads Formula contained within the Manual for Transport Infrastructure Project Delivery System Volume 2 – Tendering for Infrastructure Works"

Separable Portion 5 – Water and Waste Water Facility Ground Maintenance Services

Contractor	Zone/s Tendered For	Total Tendered Rate per cycle
Corwood Qld Pty Ltd	Zones 2, 3, 4 and 7	\$10,575.00
Small Acreage Mowing & Slashing	Zone 3	\$3,100.00
Wilson's Commercial Services	Zones 2, 3, 4 and 7	\$4,333.80

The Evaluation Panel compared rates where more than one contractor submitted a tender for the same Zone.

Zone 3 only had submissions from all three tenderers as outlined below.

<i>Separable Portion 5 – Water and Waste Water Facility Ground Maintenance Services</i>		
Contractor	Zone/s Tendered For	Total Tendered Rate per cycle
Corwood Qld Pty Ltd	Zone 3	\$807.00
Wilson's Commercial Services	Zone 3	\$1,204.25
Small Acreage Mowing & Slashing	Zone 3	\$3,100.00

EVALUATION PANEL	Non Priced Score	Priced Score	Total Score
Corwood Qld Pty Ltd	4.21	4.00	8.21
Wilson's Commercial Services	4.67	2.03	6.70
Small Acreage Mowing & Slashing	3.39	0.00	3.39

* Price Calculation formula gives a 0.00 Price score based on a percentage of price average. "Price Calculation derived from the Transport & Main Roads Formula contained within the Manual for Transport Infrastructure Project Delivery System Volume 2 – Tendering for Infrastructure Works"

The Evaluation Panel compared based on price the tenders submitted for Zones 2 and 3.

<i>Separable Portion 5 – Water and Waste Water Facility Ground Maintenance Services</i>		
Contractor	Zone/s Tendered For	Total Tendered Rate per cycle
Corwood Qld Pty Ltd	2 and 3	\$1,767.00

Wilson's Commercial Services	2 and 3	\$2,347.75
------------------------------	---------	------------

EVALUATION PANEL	Non Priced Score	Priced Score	Total Score
Corwood Qld Pty Ltd	4.21	4.00	8.21
Wilson's Commercial Services	4.67	2.69	7.35

The Evaluation Panel compared based on price the tenders submitted for Zones 4 and 7.

<i>Separable Portion 5 – Water and Waste Water Facility Ground Maintenance Services</i>		
Contractor	Zone/s Tendered For	Total Tendered Rate per cycle
Wilson's Commercial Services	4 and 7	\$1,986.05
Corwood Qld Pty Ltd	4 and 7	\$8,808.00

EVALUATION PANEL	Non Priced Score	Priced Score	Total Score
Wilson's Commercial Services	4.67	4.00	8.67
Corwood Qld Pty Ltd	4.21	0.00	4.21

* Price Calculation formula gives a 0.00 Price score based on a percentage of price average. "Price Calculation derived from the Transport & Main Roads Formula contained within the Manual for Transport Infrastructure Project Delivery System Volume 2 – Tendering for Infrastructure Works"

Separable Portion 6 – Miscellaneous Grounds Maintenance Services

The tender closed with eight conforming tender submissions as outlined below.

Tenderer
Corwood Qld Pty Ltd
DSA Rural
Grasscutta Pty Ltd T/a Cove Lawn and Garden
KCP Contracting Pty Ltd
Skypalm Pty Ltd T/a Naylor Reach Mowers
Sports Turf Services Pty Ltd
Wildman's Earthworks – The Trustee for the TJCA Trust
Wilson's Commercial Services

The Evaluation Panel determined the following work categories to be suitable for each tenderer received, based on information supplied.

Name of Respondent	Non Price Score	Work category
Corwood Qld Pty Ltd	4.21	Non-supervised all sites
DSA Rural	1.86	Supervised
Grasscutta PTY LTD	3.71	Non-supervised all sites
KCP Contracting Pty Ltd	2.11	Supervised

Skypalm Pty Ltd	1.45	Supervised
Sports Turf Services Pty Ltd	1.97	Non supervised in sports field Supervised on road reserves
Wildman's Earthworks	3.13	Non-supervised
Wilson's Commercial Services	4.67	Non-supervised all sites

3. BUDGET IMPLICATIONS

Items considered by Council are consistent with the 2022-23 Budget and the Long Term Financial Forecast 2022-23 to 2031-32 adopted by Council on the 14 July 2022.

4. POLICY IMPLICATIONS

All procurement processes, reports and recommendations are consistent with Council's Procurement Policy adopted on 14 July 2022.

5. CONSULTATION

Consultation has been undertaken across the key stakeholders within Council.

Executive

Director Infrastructure Services

Manager Environment & Resource Recovery

Manager Community & Commercial

Coordinator – Procure to Pay

Senior Officer - Procurement

6. CONCLUSION

The proposed awarding of contracts will have one local vegetation management business, Corwood Qld Pty Ltd, expanding its range of services to Council. Grasscuta have previously undertaken works for Parks in the coastal zone and it is proposed that this continue and increase under the new contracts. Suitable contractors from the Separable Portion 6 will be utilised to assist with peak growth periods, during resource shortages, and for specialised services.

RECOMMENDATION

That Council:

- Resolve to award RFT2022-23 167 Ground Maintenance Services for the following separable portions based on schedules of rates for an initial period of 12 months, with a three year extension at Council's sole discretion and a subsequent two year extension at Council's sole discretion:**

Separable Portion 1 – Parks Ground Maintenance Services

- Zones 2, 3 and 4 to Wilson's Commercial Services, with the submitted schedule of rates per cycle**
- Zones 6 and 7 to Grasscuta Pty Ltd, with the submitted schedule of rates per cycle.**

Separable Portion 2 - Gympie Aerodrome Ground Maintenance Services

- to Wilson's Commercial Services for a lump sum value of \$50,540.00 (Incl GST).**

Separable Portion 3 – Waste Facility Ground Maintenance Services

- to Wilson's Commercial Services, with the submitted schedule of rates.

Separable Portion 4 – Bank Of Bins Ground Maintenance Services

- to Wilson's Commercial Services, with the submitted schedule of rates.

Separable Portion 5 – Water and Waste Water Facility Grounds Maintenance Services

- Zones 2 & 3 to Corwoods Qld Pty Ltd, with the submitted schedule of rates
- Zones 4 & 7 to Wilson's Commercial Services, with the submitted schedule of rates.

2. Endorse the utilisation of the contractors identified as being suitable for ad hoc works as required by Council under Separable Portion 6, namely:

- Corwood Qld Pty Ltd
- DSA Rural
- Grasscuta Pty Ltd T/a Cove Lawn & Garden
- KCP Contracting Pty Ltd
- Skypalm Pty Ltd T/a Naylor Reach Mowers
- Sports Turf Services Pty Ltd
- Wildman's Earthworks
- Wilson's Commercial Services.

SECTION 11: IN COMMITTEE

11.3 Biodiversity Proposal

PORTFOLIO: Environment and Waste

DIRECTORATE: Community Sustainability

DOC ID:

This item is in-committee in accordance with s254J(3)(g) of the *Local Government Regulation 2012* - negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.