CITY OF ARMADALE

MINUTES

OF THE TECHNICAL SERVICES COMMITTEE HELD IN THE COMMITTEE ROOM, ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON MONDAY, 2 DECEMBER 2019 AT 7.00PM.

PRESENT: Cr G Nixon (Chair)
Cr M Silver (Deputy Chair)
Cr R Butterfield
Cr E J Flynn
Cr S Peter
Cr G J Smith
Cr C Campbell, JP (Deputy for Councillor Northcott)

APOLOGIES: Cr M S Northcott (Leave of Absence)

OBSERVERS: Cr C M Wielinga

IN ATTENDANCE: Mr T Naudé A/Executive Director Technical Services
Mr M Vermeulen Manager Assets
Ms J Abbiss Chief Executive Officer
Mr J Lyon Executive Director Corporate Services
Ms K Alexander Executive Assistant Technical Services (Minute Secretary)

PUBLIC: Nil

“For details of Councillor Membership on this Committee, please refer to the City’s website – www.armadale.wa.gov.au/your council/councillors.”
DISCLAIMER

The Disclaimer for protecting Councillors and staff from liability of information and advice given at Committee meetings was not read as there were no members of the public present.

DECLARATION OF MEMBERS’ INTERESTS

Nil

QUESTION TIME

Nil

DEPUTATION

Nil.

CONFIRMATION OF MINUTES

RECOMMEND

Minutes of the Technical Services Committee Meeting held on 4 November 2019 be confirmed.

Moved Cr P Peter
MOTION CARRIED (7/0)

ITEMS REFERRED FROM INFORMATION BULLETIN

Committee noted the information and no further items were raised for discussion and/or further report purposes.
1. TENDERS
   1.1 PANEL OF PRE-QUALIFIED SUPPLIERS FOR THE SUPPLY AND LAY OF HOT ASPHALT AND ASSOCIATED SERVICES.................................................................4
   1.2 TEN/5/19 - ELECTRICAL SERVICES ...............................................................10
2. MISCELLANEOUS
   2.1 EXPENDITURE ON CITY COMMUNITY BUILDINGS AND BUILDING ASSET MANAGEMENT STRATEGY (REFERRAL ITEM) .........................................................17
3. COUNCILLORS’ ITEMS
   NIL ........................................................................................................................................20
4. EXECUTIVE DIRECTOR TECHNICAL SERVICES REPORT
   NIL ........................................................................................................................................20
1.1 - PANEL OF PRE-QUALIFIED SUPPLIERS FOR THE SUPPLY AND LAY OF HOT ASPHALT AND ASSOCIATED SERVICES

WARD : ALL
FILE No. : 
DATE : 11 October 2017
REF : SA
RESPONSIBLE MANAGER : Executive Director Technical Services

In Brief:

- A request for Applications to join a Panel of Pre-Qualified Suppliers was recently advertised for PPS/9/19 – Supply and Lay of Hot Asphalt and Associated Services.

- Five (5) applications were received by the specified closing time and evaluated against compliance and qualitative criteria.

- This report recommends that Council accept the applications from two applicants namely, Fulton Hogan Industries Pty Ltd and Downer EDI Works Pty Ltd.

Tabled Items

Nil.

Decision Type

☐ Legislative  The decision relates to general local government legislative functions such as adopting/changing local laws, town planning schemes, rates exemptions, City policies and delegations etc.

☒ Executive  The decision relates to the direction setting and oversight role of Council.

☐ Quasi-judicial  The decision directly affects a person’s rights or interests and requires Councillors at the time of making the decision to adhere to the principles of natural justice.
Officer Interest Declaration

Nil.

Strategic Implications

2.3 Well Managed Infrastructure

2.3.1 Apply best practice design and construction methodologies for the provision of infrastructure.

Legislation Implications

- Section 3.57 Local Government Act 1995 – Tenders for providing goods or services.
- Part 4 Division 3 Local Government (Functions and General) Regulations 1996 – Panels of pre-qualified suppliers.

Council Policy/Local Law Implications

Assessment of Policy/Local Law indicates that the following is applicable:

- Council Policy ADM 19 – Procurement of Goods and Services

Budget/Financial Implications

The proposed expenditure can be accommodated in the 2019/20 Budget and Long Term Financial Plan estimates.

Consultation

- Intra Directorate.

BACKGROUND

Panel of Pre-Qualified Suppliers PPS/9/19 for Supply and Lay of Hot Asphalt and Associated Services was advertised in the 02 October 2019 edition of the West Australian newspaper, on the City’s website and in a notice which was displayed on the Administration Centre, Armadale and Kelmcott Libraries public notice boards.

The scope of works requires the qualified contractors to supply and lay hot asphalt and associated services throughout the City.
DETAILS OF PROPOSAL

Council approval is sought to appoint successful applicants to join a panel of pre-qualified suppliers for the supply and lay of hot asphalt and associated services throughout the City for an initial period of twelve (12) months commencing 1 January 2020 with an option to be extended for a further two (2) periods of twelve (12) months subject to satisfactory performance.

COMMENT

Analysis

The advertising period closed at 2.00pm on 21 October 2019. Applications were received from:

<table>
<thead>
<tr>
<th>Applicant’s Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Asphaltech Pty Ltd</td>
</tr>
<tr>
<td>2. Downer EDI Works Pty Ltd</td>
</tr>
<tr>
<td>3. Fulton Hogan Industries Pty Ltd</td>
</tr>
<tr>
<td>4. KEE Surfacing Pty Ltd</td>
</tr>
<tr>
<td>5. Roads 2000 Pty Ltd</td>
</tr>
</tbody>
</table>

No applications were received after the close of deadline.

The submitted applications were assessed against compliance criteria and all were found to be conforming.

An evaluation process was undertaken having specific regard to the following qualitative criteria.

Relevant Experience (20% weighting)

This criterion required applicants to describe their experiences in completing/supplying similar contracts. Applicants were asked to provide a contract brief detailing at least three examples of similar contracts they had undertaken including:

- Details of each service requirement
- Demonstrated examples of customer service and how communication was maintained
- Details of issues that arose during the contract and how these were managed
- Details of how works scheduling and maintenance were achieved
- Details of how safety was maintained
- Contact details of two referees for each applicant

Fulton Hogan Industries Pty Ltd, Downer EDI Works Pty Ltd and Asphaltech Pty Ltd best addressed this criterion by providing multiple detailed examples of similar works and demonstrating their ability to work effectively with their clients, including issue management.
Key Personnel and Resources (20% weighting)

This criterion required applicants to provide details of the personnel and resources to be allocated to the project, such as:

- Demonstrated evidence of sufficient personnel resource quantities to cope with high volumes of works
- Equipment and resources required to complete the contract
- Details of contract commitment schedule for current and future contracts

Fulton Hogan Industries Pty Ltd and Downer EDI Works Pty Ltd are well resourced and provided details that suit the size and requirements of the contract. Both companies have their own asphalt plant. Both Asphaltech Pty Ltd and Roads 2000 Pty Ltd also demonstrated a similar experience in terms of resourcing and personnel skills although there are concerns about Asphaltech’s capacity to successfully supply the contract requirements due to other commitments.

Supply, Response Timeframe and Availability (20% weighting)

This criterion required applicants to provide details of the process they intend to use to achieve the requirements of the specification such as:

- Response and delivery timeframes
- Supply and delivery processes
- Availability
- Demonstrated capacity to supply requirements

Fulton Hogan Industries Pty Ltd and Downer EDI Works Pty Ltd best addressed this criterion, providing detailed submissions specifying their response and delivery timeframes. Both contractors will have a crew dedicated to the City’s works. Roads 2000 Pty Ltd has 24 hour answering services and demonstrated sound forward planning for the scheduling of works.

Sustainable Impacts (20% weighting)

Applicants were asked to provide information on how, if successful, their involvement would provide social, environmental and economic benefits to the broader community within the City. Applicants were asked to demonstrate their sustainability practices, such as:

- Environmental Impacts (reduction in waste, pollutants, recycling)
- Social and Economic Impacts (local business support, working conditions, governance, efficiencies and operating costs, innovation)
Fulton Hogan Industries Pty Ltd and Roads 2000 Pty Ltd best addressed this criterion providing the highest level of detail regarding their asphalt recycling practices. Fulton Hogan Industries Pty Ltd and Roads 2000 Pty Ltd also detailed financial sponsorship they provide through various community programs.

Asphaltech Pty Ltd and Roads 2000 Pty Ltd also detailed their efforts to produce a smaller carbon footprint by using warm mix asphalt and maintaining forests in Tasmania and Western Australia.

**Pricing (20% weighting)**

This criterion required applicants to submit prices for the services as outlined in the specification. The prices were structured as a Schedule of Rates table. The evaluation panel compared the pricing in each application. The weighted cost method was used in the evaluation of the applications.

**Ranking of the compliant applicants as determined by the evaluation panel**

Following assessment of the qualitative criteria, the following table details the scores achieved by each applicant under each criterion.

<table>
<thead>
<tr>
<th>Tenderer</th>
<th>Relevant Experience</th>
<th>Key Personnel &amp; Resources</th>
<th>Supply, Response Timeframe and Availability</th>
<th>Sustainable Impacts</th>
<th>Price</th>
<th>Total</th>
<th>Ranking</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asphaltech Pty Ltd</td>
<td>14.33</td>
<td>13.83</td>
<td>11.67</td>
<td>15.33</td>
<td>15.81</td>
<td>70.97</td>
<td>4</td>
</tr>
<tr>
<td>Downer EDI Works Pty Ltd</td>
<td>14.00</td>
<td>14.67</td>
<td>15.33</td>
<td>13.67</td>
<td>16.51</td>
<td>74.18</td>
<td>2</td>
</tr>
<tr>
<td>Fulton Hogan Industries Pty Ltd</td>
<td>15.33</td>
<td>14.67</td>
<td>15.67</td>
<td>16.00</td>
<td>15.15</td>
<td>76.82</td>
<td>1</td>
</tr>
<tr>
<td>KEE Surfacing Pty Ltd</td>
<td>11.67</td>
<td>11.33</td>
<td>10.67</td>
<td>9.67</td>
<td>18.61</td>
<td>61.95</td>
<td>5</td>
</tr>
<tr>
<td>Roads 2000 Pty Ltd</td>
<td>12.33</td>
<td>14.00</td>
<td>14.67</td>
<td>15.67</td>
<td>17.08</td>
<td>73.75</td>
<td>3</td>
</tr>
</tbody>
</table>

Based on the panel’s evaluation, using a combination of the above qualitative criteria the applications from Fulton Hogan Industries Pty Ltd and Downer EDI Works Pty Ltd represents the most advantageous options to the City.

**CONCLUSION**

Applications to join a Panel of Pre-Qualified Suppliers for the Supply and Lay of Hot Asphalt and Associated Services were recently invited with five (5) applications being received and assessed by an evaluation panel against compliance criteria. All of the applications were found to be conforming, and proceeded to be assessed by the panel against the qualitative criteria.

The result was that the applications submitted by Fulton Hogan Industries Pty Ltd and Downer EDI Works Pty Ltd, represent the most advantageous applications to the City.

The evaluation panel therefore recommends that Fulton Hogan Industries Pty Ltd and Downer EDI Works Pty Ltd be selected and added to the panel as the City’s preferred
suppliers for an initial period of twelve (12) months commencing 1 January 2020 with an option to be extended for a further two (2) periods of twelve (12) months subject to satisfactory performance.

**NB:** *The Confidential Attachment to this report detailing the recommended applicants’ price/consideration will be made public when Council has accepted the successful applications.*

**ATTACHMENTS**

1.1. Schedule of Rates - Downer EDI and Fulton Hogan - PPS 9 19 - *This matter is considered to be confidential under Section 5.23(2) (c) of the Local Government Act, as it deals with the matter relates to a contract entered into or which may be entered into by the City of Armadale*

**Committee Discussion**

Committee discussed the evaluation process with reference to the number of suppliers appointed to the panel and the weighting for each of the qualitative criterion and how this was determined. The A/EDTS advised that the individual criterion and associated weighting are determined as part of the scope prior to advertising and may vary to ensure responses that best meet the City’s requirements for the goods or services sought, so that the most advantageous outcome for the City is achieved.

**RECOMMEND**

That Council, in regard to Panel of Pre-Qualified Suppliers PPS/9/19 – Supply and Lay of Hot Asphalt and Associated Services:

1. Accept the applications from Fulton Hogan Industries Pty Ltd and Downer EDI Works Pty Ltd for a period of twelve (12) months commencing 1 January 2020, in accordance with:

   - The applicants’ submitted Schedules of Rates as presented in Confidential Attachment 1.2.1
   - Council contract documentation, Budget and Long Term Financial Plan estimates.

2. Authorise the Chief Executive Officer to extend the contracts for two (2) periods of twelve (12) months subject to satisfactory performance by the relevant contractors and price adjustments, as specified in the Request for Applications to Join a Panel of Pre-Qualified Suppliers Special Conditions of Contract Clause 4.1.

Moved Cr R Butterfield
MOTION CARRIED (7/0)
**1.2 - TEN/5/19 - ELECTRICAL SERVICES**

WARD: ALL

FILE No.: 

DATE: 11 October 2017

REF: AS

RESPONSIBLE MANAGER: Executive Director Technical Services

In Brief:

- Tender 5/19 was recently advertised for Electrical Services to the City’s Buildings, Carparks, Parks and Reserves.

- Thirteen (13) tenders were received by the specified closing time and were evaluated against compliance criteria. The conforming tenders proceed to the next stage of the assessment and were evaluated against the qualitative criteria.

- This report recommends that Council accept the tender from Citylight Holdings Pty Ltd T/A Auriemma Electrical Services.

**Tabled Items**

Nil.

**Decision Type**

- Legislative: The decision relates to general local government legislative functions such as adopting/changing local laws, town planning schemes, rates exemptions, City policies and delegations etc.

- Executive: The decision relates to the direction setting and oversight role of Council.

- Quasi-judicial: The decision directly affects a person’s rights or interests and requires Councillors at the time of making the decision to adhere to the principles of natural justice.

**Officer Interest Declaration**

Nil.

**Strategic Implications**

2.2 Attractive and Functional Public Places

2.2.1 Deliver attractive and functional streetscapes, open spaces, City buildings and facilities
Legislation Implications

Assessment of legislation indicates that the following is applicable:

- Section 3.57 Local Government Act 1995 – Tenders for providing goods or services
- Part 4, Division 2 Local Government (Functions and General) Regulations 1996 – Tenders for providing goods or services

Council Policy/Local Law Implications

Assessment of Policy/Local Law indicates that the following is applicable:

- Council Policy ADM 19 – Procurement of Goods and Services

Budget/Financial Implications

The proposed expenditure can be accommodated in the 2019/20 Budget and Long Term Financial Plan estimates.

Consultation

- Inter Directorate.

BACKGROUND

Tender 5/19 for Electrical Services was advertised in the 14 September 2019 edition of the West Australian newspaper, on the City’s website and in a notice which was displayed on the Administration Centre, Armadale and Kelmscott Libraries’ public notice boards.

The City requires a suitably qualified and licensed electrical contractor to undertake the provision of electrical inspections, electrical maintenance and minor works pertaining to the City’s Buildings, Car parks, Parks and Reserves.

DETAILS OF PROPOSAL

Council approval is sought to award the tender for Electrical Services for a period of three (3) years commencing 1 January 2020. Subject to satisfactory performance by the successful tenderer, the contract may be extended for a further two (2) periods of twenty four (24) months.
COMMENT

Analysis

The advertising period closed at 2.00pm on 1 October 2019.

Tenders were received from:

<table>
<thead>
<tr>
<th>Tenderer’s OR Respondent’s Name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Citylight Holdings Pty Ltd T/A Auriemma Electrical Services (Auriemma Electrical Services)</td>
<td></td>
</tr>
<tr>
<td>2. Gilmour and Jooste Electrical</td>
<td></td>
</tr>
<tr>
<td>3. Datatel Communication Pty Ltd T/A Datatel Electrical and Communications (Datatel Electrical and Communications)</td>
<td></td>
</tr>
<tr>
<td>4. Surun Services Pty Ltd</td>
<td></td>
</tr>
<tr>
<td>5. Lebonn Pty Ltd T/A Paramount Electrical Services (Paramount Electrical)</td>
<td></td>
</tr>
<tr>
<td>6. Prestige Jointing and Electrical Pty Ltd</td>
<td></td>
</tr>
<tr>
<td>7. Downer EDI Works Pty Ltd T/A DM Roads (DM Roads)</td>
<td></td>
</tr>
<tr>
<td>8. Future Power WA Pty Ltd</td>
<td></td>
</tr>
<tr>
<td>9. Graham Ross Johnston T/A Electritech Industries (Electritech Industries)</td>
<td></td>
</tr>
<tr>
<td>10. AKM Sunrise Electrical Group Pty Ltd T/A Amps ’N’ Volts (Amps N Volts)</td>
<td></td>
</tr>
<tr>
<td>11. GES (WA) Pty Ltd T/A Gorey Electrical Service (Gorey Electrical)</td>
<td></td>
</tr>
<tr>
<td>12. DK Kaartdijin</td>
<td></td>
</tr>
<tr>
<td>13. Fredon (WA) Electrical</td>
<td></td>
</tr>
</tbody>
</table>

All of the tenders were assessed against compliance criteria and eleven were found to be conforming. The tenders from Fredon (WA) Electrical and DK Kaartdijin were found to be non-conforming and were not further assessed on the basis that they did not satisfactorily meet the compliance criteria for completion of the Pricing Schedules.

No tenders were received after the close of deadline.

An evaluation of the eleven compliant tenders was undertaken having specific regard to the following Qualitative Criteria:

**Relevant Experience (35% weighting)**

This criterion required tenderers to describe their experiences in completing/supplying similar requirements. Tenderers were required to complete a contract brief detailing at least three examples of similar contracts they had undertaken. The briefs were to include the following information:

- Provide details of the scope of work and outcomes
- Demonstrate examples of customer service and how communication was maintained
- Provide details of issues that arose during the contract and how these were managed
- Detail how works scheduling and maintenance was achieved
- Detail how safety was maintained
- Provide the contact details of two referees for each contract.
Datatel Electrical and Communications, Paramount Electrical, Auriemma Electrical Services and Gilmour and Jooste Electrical all scored well in this criterion. All four tenderers demonstrated significant relevant experience in contracts of a similar scope and all four tenderers had relevant Local Government experience.

**Capacity (20% weighting)**

This criterion required tenderers to provide details of the resources that will be allocated to meet the requirements of the contract, including:

- A brief history of the company addressing the period of time in business, the number of full time employees and principal location of the business
- The structure of the business and details of the personnel proposed for the contract including the skills of equipment operators and the details of key personnel
- Details of specialised equipment that will be used
- Local infrastructure including afterhours contacts for emergency requirements and the ability to provide additional personnel and resources if required
- Safety management details.

Datatel Electrical and Communications, Paramount Electrical, Auriemma Electrical Services and Surun Services Pty Ltd all scored well in this criterion. All four tenderers clearly detailed their business structures, personnel numbers and skills, emergency contacts and all equipment including specialised equipment that clearly demonstrated to the City they have the capacity to deliver the requirements of this contract.

**Demonstrated Understanding of the Requirements (25 % weighting)**

This criterion required tenderers provide an outline of their proposed methodology and approach, including timeframes. The methodology was assessed for appropriateness and its ability to achieve contract objectives.

Datatel Electrical and Communications, Gorey Electrical and Paramount Electrical all scored well in this criterion. Datatel Electrical and Communications provided excellent detail regarding their approach for both scheduled and reactive works. They also have a mobile job management platform with helps employees access all the necessary details for works out on the road as well as GPS vehicle and plant mapping which helps ensure efficient allocation of resources. Gorey Electrical and Paramount Electrical also provided sound evidence of their understanding of the timeframes required by the City as well as providing excellent detail around their approach and methodology for both scheduled and reactive works.
Sustainable Impacts (10 % weighting)

This criterion required tenderers to provide information on how, if successful, their involvement would provide social, environmental and economic benefits to the broader community within the City. Tenderers were required to demonstrate their sustainability practices, such as:

- Environmental impacts (reduction in waste, pollutants, recycling)
- Social and economic impacts (local business support, working conditions, governance efficiencies and operating costs, innovation).

Paramount Electrical and Auriemma Electrical Services scored highest in this criterion, providing comprehensive responses that addressed the requirements of the tender.

Pricing (10% weighting)

This criterion required tenderers to submit prices for services as outlined in the tender specification. The prices were structured as a Schedule of Rates table. The weighted cost method was used in the evaluation of the tenders.
Ranking of the compliant tenderers as determined by the evaluation panel

Following assessment of the qualitative criteria, the following table details the scores achieved by each tenderer under each criterion.

<table>
<thead>
<tr>
<th>Tenderer</th>
<th>Relevant Experience</th>
<th>Capacity</th>
<th>Demonstrated Understanding of Requirements</th>
<th>Sustainable Impacts</th>
<th>Pricing</th>
<th>Total</th>
<th>Ranking</th>
</tr>
</thead>
<tbody>
<tr>
<td>Citylight Holdings Pty Ltd T/A Auriemma Electrical Services</td>
<td>26.83</td>
<td>13.67</td>
<td>16.67</td>
<td>7.50</td>
<td>8.46</td>
<td>73.13</td>
<td>1</td>
</tr>
<tr>
<td>Gilmour and Jooste Electrical</td>
<td>26.25</td>
<td>13.00</td>
<td>16.67</td>
<td>4.67</td>
<td>5.93</td>
<td>66.52</td>
<td>5</td>
</tr>
<tr>
<td>Datatel Communication Pty Ltd T/A Datatel Electrical and Communications</td>
<td>27.42</td>
<td>14.33</td>
<td>18.75</td>
<td>6.67</td>
<td>4.98</td>
<td>72.15</td>
<td>3</td>
</tr>
<tr>
<td>Surun Services Pty Ltd</td>
<td>23.33</td>
<td>13.33</td>
<td>17.08</td>
<td>6.33</td>
<td>7.05</td>
<td>67.12</td>
<td>4</td>
</tr>
<tr>
<td>Lebonn Pty Ltd T/A Paramount Electrical Services</td>
<td>27.42</td>
<td>14.67</td>
<td>17.92</td>
<td>7.67</td>
<td>5.41</td>
<td>73.09</td>
<td>2</td>
</tr>
<tr>
<td>Prestige Jointing and Electrical Pty Ltd</td>
<td>16.33</td>
<td>9.67</td>
<td>11.25</td>
<td>4.17</td>
<td>4.37</td>
<td>45.79</td>
<td>11</td>
</tr>
<tr>
<td>Downer EDI Works Pty Ltd T/A DM Roads</td>
<td>21.00</td>
<td>13.00</td>
<td>17.08</td>
<td>6.83</td>
<td>6.04</td>
<td>63.95</td>
<td>7</td>
</tr>
<tr>
<td>Future Power WA Pty Ltd</td>
<td>22.17</td>
<td>12.33</td>
<td>15.42</td>
<td>5.83</td>
<td>6.04</td>
<td>61.79</td>
<td>9</td>
</tr>
<tr>
<td>Graham Ross Johnston T/A Electritech Industries</td>
<td>22.17</td>
<td>12.67</td>
<td>15.83</td>
<td>5.83</td>
<td>6.66</td>
<td>63.16</td>
<td>8</td>
</tr>
<tr>
<td>AKM Sunrise Electrical Group Pty Ltd T/A Amps ‘N’ Volts</td>
<td>16.92</td>
<td>11.00</td>
<td>13.75</td>
<td>5.00</td>
<td>5.56</td>
<td>52.23</td>
<td>10</td>
</tr>
<tr>
<td>GES (WA) Pty Ltd T/A Gorey Electrical Service</td>
<td>22.75</td>
<td>13.00</td>
<td>17.92</td>
<td>6.50</td>
<td>5.51</td>
<td>65.68</td>
<td>6</td>
</tr>
</tbody>
</table>

Based on the panel’s evaluation, using a combination of the above qualitative criteria the tender from Auriemma Electrical Services represents the most advantageous tender to the City.
CONCLUSION

Tenders for Electrical Services were recently invited with thirteen (13) tenders being received and assessed against compliance criteria. Of these, eleven (11) tenders were found to be conforming and proceeded to be assessed by an evaluation panel against set qualitative criteria.

The result was that the tender received from Citylight Holdings Pty Ltd T/A Auriemma Electrical Services represented the most advantageous tender to the City.

The evaluation panel therefore recommends that the contract be awarded to Auriemma Electrical Services.

NB: The Confidential Attachment to this report detailing the recommended tenderer’s price/consideration will be made public when Council has accepted the successful tender.

ATTACHMENTS

1.2. Confidential Attachment - Schedule of Rates - Tender 5_19 - Electrical Services - This matter is considered to be confidential under Section 5.23(2) (c) of the Local Government Act, as it deals with the matter relates to a contract entered into or which may be entered into by the City of Armadale

RECOMMEND

That Council, in regard to Tender 5/19 for Electrical Services:

1. Accept the tender from Citylight Holdings Pty Ltd T/A Auriemma Electrical Services for a period of three (3) of years commencing 1 January 2020 in accordance with:

   ▪ The tenderer’s submitted Schedule of Rates as presented at Confidential Attachment 1.1.1

   ▪ Council’s contract documentation, Budget and Long Term Financial Plan estimates

2. Authorise the Chief Executive Officer to extend the contract for two (2) periods of twenty four (24) months subject to satisfactory performance by the contractor and price adjustments, as specified in the Request for Tender Special Conditions of Contract Clause 4.1.

Moved Cr G J Smith
MOTION CARRIED
2.1 - EXPENDITURE ON CITY COMMUNITY BUILDINGS AND BUILDING ASSET MANAGEMENT STRATEGY (REFERRAL ITEM)

At the Council meeting held on 23 September 2019, Cr Wielinga referred the following matter to the Technical Services Committee.

That the matter of a report from Property Services comparing and summarising various expenditures on City Community buildings and an update on the building asset management strategy be referred to the Technical Services Committee.

Comment from Cr C Wielinga

Councillor Wielinga has requested a report comparing and summarising various expenditures on City Community Buildings and an update on items included in the City’s Property Asset Management Plan, with a view to ensuring that there are equitable community facilities and equitable levels of service of those facilities across the whole of the City.

Councillor Wielinga has requested that the report include the following elements:

- Summary property condition reports and expenditure per building over the last decade (including a breakdown of expenditure on reactive and scheduled maintenance works)
- An update on the 2017 Building Asset Management Plan, detailing the status of actions identified in the Performance Monitoring and Improvement – Improvement Plan, detailed in Table 7-1 of the 2017 Plan.
- The development of strategy for Community Building upgrades (both those for hire and those exclusively leased) similar to the City’s existing Parks Facilities Strategy.

Officer Comment

The City’s Asset Management plans were last considered and adopted by Council in November 2017 (T89/11/17 refers). The plans are updated incrementally as required throughout their lifecycle with the next major review due in November 2020. Accordingly, the City is currently in the process of reviewing and updating its Property Asset Management Plan. The updated plan will address the high level technical elements of the City’s Building Asset Management strategy, including asset sustainability considerations (eg. building facility renewal and upgrade provision and expenditure). As part of the update, the new plan will include a high level condition rating for each of the City’s buildings, and will summarise expenditure on those buildings over the last decade. Unfortunately it is not possible to further separate this expenditure out to specifically detail amounts spent on reactive vs scheduled maintenance works.

The 2020 update of the Property Asset Management Plan will also include an update on the actions detailed in table 7-1 of the 2017 plan.

The updated Asset Management Plans are intended to be workshopped with Councillors prior to being presented for consideration. With regard to the development of a strategy for the City’s Community Building Upgrades similar to the Parks Facilities Strategy, Council in August 2018 considered a report on the current levels of maintenance for the City’s Public Buildings. The report considered current
maintenance activities and levels of service, noting that in general terms the responsibility for the day to day maintenance of leased facilities rests with the tenants. Council did give consideration to Community Buildings (defined as buildings owned and operated by the City) and resolved to commence with a ‘Master Planning’ exercise for all free standing community buildings for consideration of upgrades as identified in the Community Consultation processes associated with this process (T62/8/18 refers).

In this respect the City expects the completed detailed building condition data to be available in March of 2020. Following receipt of the data it is intended to workshop levels of service with Councillors and develop a Property Improvement Plan (PIP) for the City’s bookable community facilities, which is anticipated to be available by the end of this Financial Year.

Phase 2 of the PIP is intended to incorporate leased community facilities.

The PIP – Phase 1 will detail planned future upgrade priorities against each of the City’s bookable community facilities giving consideration to existing facility provision and standard, and will be submitted to Council for consideration.

The suggested officer recommendation is therefore:

That Council:

1. Note that the City is currently in the process of reviewing and updating its Property Asset Management Plan, which will be presented to Council for consideration in 2020.

2. Receive a future report on the City’s Property Improvement Plan – Phase 1 for bookable community facilities.

3. Receive a future report on the City’s Property Improvement Plan – Phase 2 for leased community facilities.

ATTACHMENTS
There are no attachments for this report.

Committee Discussion
Committee considered the referral item, with Councillor Wielinga providing further detailed comments to assist in the discussions. Councillor Wielinga specified that a report for the City’s Community Buildings (both those exclusively leased and those owned and operated by the City) was requested in time for the 2020/21 budget deliberations and proposed a recommendation to reflect this timeline, which Committee then moved as recorded overleaf.
RECOMMEND

That Council:


2. Schedule a Councillor workshop in February 2020 on the Asset Management Plan Improvement Plan Actions 5 and 6 (Service Levels – with functional statements, Service Levels – performance and targets).

3. Receive a report in March 2020 utilising the completed detailed building condition data on all buildings to generate a prioritised ranking of facilities for upgrade and renewal works for the commencement of budget workshops for 2020/21.

Moved Cr G Nixon
MOTION CARRIED (7/0)
COUNCILLORS' ITEMS

Nil

EXECUTIVE DIRECTOR TECHNICAL SERVICES REPORT

Nil

MEETING DECLARED CLOSED AT 7:24 PM