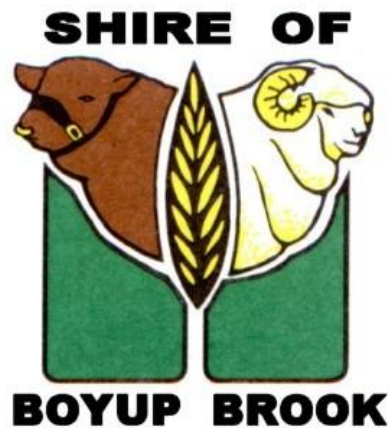


Agenda



SPECIAL COUNCIL MEETING

to be held

Thursday 14 January 2021

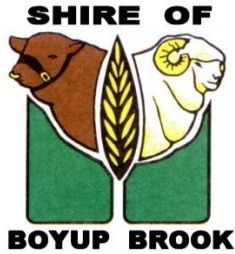
Commencing AT 4.00PM

AT

SHIRE OF BOYUP BROOK

CHAMBERS

ABEL STREET - BOYUP BROOK



NOTICE OF SPECIAL ORDINARY COUNCIL MEETING

To:-

Cr R Walker
Cr H O'Connell
Cr Sarah Alexander
Cr Steele Alexander
Cr P Kaltenrieder
Cr K Moir
Cr T Oversby
Cr A Price
Cr D King

The next Special Ordinary Council Meeting of the Shire of Boyup Brook will be held on Thursday 14th January 2021 in the Shire Chambers, Shire of Boyup Brook, Abel Street, Boyup Brook - commencing at 4.00pm.

Purpose: Consideration of Road Works Tenders

Dale Putland
Chief Executive Officer

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1 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED

1.1 Attendance

Cr R Walker
Cr H O'Connell
Cr K Moir
Cr Sarah Alexander
Cr Steele Alexander
Cr P Kaltenrieder
Cr A Price
Cr T Oversby
Cr D King

STAFF: Mr Dale Putland (Chief Executive Officer)
Ms Vanessa Crispe (Manager of Works and Services)
Ms Heather Aldridge (Acting Executive Assistant)

1.2 Apologies

1.3 Leave of Absence

2 APPLICATIONS FOR LEAVE OF ABSENCE

3 WORKS AND SERVICES

4 CLOSURE OF MEETING

3.1 WORKS AND SERVICES

3.1 Tender No: 020-003 – Supply Full Service of Bitumen and Sprayed Bituminous Surfacing

Location:	<i>Shire of Boyup Brook</i>
Applicant:	
File:	
Disclosure of Officer Interest:	<i>None</i>
Date:	<i>24 December 2020</i>
Author:	<i>Vanessa Crispe, Manager of Works and Services</i>
Authorizing Officer:	<i>Dale Putland, Chief Executive Officer</i>
Attachments:	<i>Supply full service of Bitumen and Sprayed Bituminous Surfacing Tender Award Matrix, Rate Comparison (Commercial in Confidence)</i>

SUMMARY

This tender is for provision of bitumen and sprayed bituminous surfacing within the Shire of Boyup Brook for 2020/2021 financial year.

This report recommends that the Council approve the tender price, as shown in the commercial sensitive attachments, to Downer Infrastructure.

BACKGROUND

Due to the nature and the value of providing bitumen and sprayed bituminous surfacing for the Shire of Boyup Brook's sealing program for the 2020/2021 financial year tenders are issued for Council approval yearly.

Submissions

The request for tender, Tender 020-003 Supply full-service Bitumen and Sprayed Bituminous Surfacing was advertised through WALGA eQuotes on Friday 27th November 2020 and closed on Friday 11th December 2020.

Three (3) submissions were received, and the submissions are summaries in confidential attachment 1.

All tender submissions comply with the request for tender guidelines and compliance criteria.

Tender submissions were received from the following companies

1. Downer Infrastructure
2. Fulton Hogan Industries Pty Ltd
3. Malatesta Road Paving and Hot Mix

Evaluation Panel

An evaluation panel was convened and consisted of the following Personnel:

- Vanessa Crispe – Manager of Works and Services
- Daly Winter – Community Emergency and Regulation Manager

Evaluation Criteria

The following evaluation criteria and weighting were used by the tender evaluation panel to assess tender submissions.

Demonstrated capacity and experience	35%
Personnel skills and experience	25%
Plant and equipment	25%
Performance	15%

Comment:

All tender submissions were assessed against the evaluation criteria and qualitative and quantitative results of this assessment and price are documented in confidential attachment 1.

Following the assessment of all tender submissions, against the selection criteria, the tender submitted by Downer Infrastructure EDI Works Pty Ltd was assessed as being best value for money that meets the shire's requirements.

The tender evaluation panel therefore recommends that the tender submission made by Downer Infrastructure EDI Works Pty Ltd be accepted.

CONSULTATION

Chief Executive Officer – Dale Putland

STATUTORY OBLIGATIONS

Section 3.57(1) of the Local Government Act 1995 requires a local government to invite tenders before entering a contract of a prescribed kind under which another person is to supply the goods or services.

Tendering

2. Tender Exemption

The regulations make provision for certain circumstance where tendering is not required. Regulations 11(2) of the Local Government (Functions and General) Regulations 1996:

- The purchase is obtained from a pre-qualified supplier under the WALGA Preferred Supply Program or a State Government Common Use Agreement.

POLICY IMPLICATIONS

Council Policy - Purchasing Policy F03

BUDGET/FINANCIAL IMPLICATIONS

The funding for this tender is included in the 2020/2021 Annual Budget to undertake the works.

The allocated operational budget for the sealing works as follows:

Regional Road Group works:

Boyup Brook – Cranbrook Road
Boyup Brook – Arthur River Road
Winnejup Road

Roads to Recovery Projects:

Beatty Street

Local Roads and Community Infrastructure Projects:

Forrest Street on street parking.

STRATEGIC IMPLICATIONS

Alignment with our Strategic Community Plan

BUILT ENVIRONMENT: ENHANCED LIFESTYLE CHOICES

Outcome 1.1 Sustainable Infrastructure
Objective 1.1.1 Strengthen road safety and local infrastructure

SUSTAINABILITY IMPLICATIONS

- **Environmental**
There are no known significant environmental issues.
- **Economic**
There are no known significant economic issues.
- **Social**
There are no known significant social issues.

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION & OFFICER RECOMMENDATION - ITEM 3.1

MOVED:

SECONDED:

- 1. Awards tender 020-003 Supply Full-Service Bitumen and Sprayed Bituminous Surfacing to Downer Infrastructure at the rates for each work package contained within the confidential attachment 1.**
- 2. Authorises the Chief Executive Officer to sign a contract on behalf of the Shire of Boyup Brook for tender 020-003 Supply Full-Service Bitumen and Sprayed Bituminous Surfacing.**

3.2 Tender No: 020-004 – Supply of Wet Hire Plant and Equipment

Location: *Shire of Boyup Brook*

Applicant:

File:

Disclosure of Officer Interest: *None*

Date: *24 December 2020*

Author: *Vanessa Crispe, Manager of Works and Services*

Authorizing Officer: *Dale Putland, Chief Executive Officer of Wet Hire Plant and Equipment*

Attachments: *Tender Award Matrix, Rate Comparison (Commercial in Confidence)*

SUMMARY

This tender is for provision of supply of wet hire plant and equipment within the Shire of Boyup Brook for a period of two (2) years.

This report recommends that the Council approve the tender price, as shown in the commercial sensitive attachments, to Blackwood Plant Hire.

BACKGROUND

Prior to this tender, wet hire of plant and equipment was undertaken through a quotation process with a strong focus of using local suppliers. With the increased nature of the Shire's works program, additional grant funding and

local suppliers reaching the procurement limit, a tender process was undertaken. The tender has indicated that significant cost savings may be realised through an agreed contract with set rates over a 2-year period.

Submissions

The request for tender, Tender 020-004 Supply of Wet Hire Plant and Equipment was advertised through WALGA eQuotes on Friday 27th November 2020 and closed on Friday 11th December 2020.

Two (2) submissions were received, and the submissions are summarised in confidential attachment 1.

All tender submissions comply with the request for tender guidelines and compliance criteria.

Tender submissions were received from the following companies

4. Blackwood Plant Hire
5. EarthMac Pty Ltd

Evaluation Panel

An evaluation panel was convened and consisted of the following Personnel:

- Vanessa Crispe – Manager of Works and Services
- Daly Winter – Community Emergency and Regulation Manager

Evaluation Criteria

The following evaluation criteria and weighting were used by the tender evaluation panel to assess tender submissions.

Demonstrated capacity and experience	25%
Personnel skills and experience	25%
Plant and equipment	25%
Performance	25%

Comment:

All tender submissions were assessed against the evaluation criteria and qualitative and quantitative results of this assessment and price are documented in confidential attachment 1.

Following the assessment of all tender submissions, against the selection criteria, the tender submitted by Blackwood Plant Hire was assessed as being best value for money that meets the shire's requirements.

The tender evaluation panel there recommends that the tender submission made by Blackwood Plant Hire be accepted.

CONSULTATION

Chief Executive Officer – Dale Putland

STATUTORY OBLIGATIONS

Section 3.57(1) of the Local Government Act 1995 requires a local government to invite tenders before entering a contract of a prescribed kind under which another person is to supply the goods or services.

Tendering

2. Tender Exemption

The regulations make provision for certain circumstance where tendering is not required. Regulations 11(2) of the Local Government (Functions and General) Regulations 1996:

- The purchase is obtained from a pre-qualified supplier under the WALGA Preferred Supply Program or a State Government Common Use Agreement.

POLICY IMPLICATIONS

Council Policy - Purchasing Policy F03

BUDGET/FINANCIAL IMPLICATIONS

The funding for this tender is included in the 2020/2021 Annual Budget to undertake the works.

The allocated operational budget for the works as follows:

Regional Road Group works:

Boyup Brook – Cranbrook Road
Boyup Brook – Arthur River Road
Winnejup Road

Roads to Recovery Projects:

Beatty Street
Kulikup South Road

Local Roads and Community Infrastructure Projects:

Forrest Street on street parking.
Reservoir Dam Project
Boyup Brook – Cranbrook Shoulders
Flax Mill reticulation works

Municipal Works

Gravel sourcing push up and blending
Rehabilitation of Gravel puts
Landfill pit excavation
Parks and Gardens
Transfer Station

STRATEGIC IMPLICATIONS

Alignment with our Strategic Community Plan

BUILT ENVIRONMENT: ENHANCED LIFESTYLE CHOICES

Outcome 1.1 Sustainable Infrastructure
Objective 1.1.1 Strengthen road safety and local infrastructure

SUSTAINABILITY IMPLICATIONS

- **Environmental**
There are no known significant environmental issues.

- **Economic**
There are no known significant economic issues.

- **Social**
There are no known significant social issues.

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION & OFFICER RECOMMENDATION - ITEM 3.2

MOVED:

SECONDED:

- 1. Awards tender 020-004 Supply Wet Hire Plant and Equipment to Blackwood Plant Hire at the set rates for each item of plant and equipment for two years contained within the confidential attachment 1.**
- 2. Authorises the Chief Executive Officer to sign a contract on behalf of the Shire of Boyup Brook for tender 020-004 Supply Wet Hire Plant and Equipment.**

4 CLOSURE OF MEETING