This report recommends acceptance of a tender for the construction and delivery of a demountable lifeguard tower at City Beach, Wollongong in accordance with the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2005. The lifeguard tower is being delivered as part of the Wollongong Dune Management Strategy.

Five tenders were received and the report recommends Council accept the tender submitted by Encat Metal and Civil Pty Ltd.

RECOMMENDATION

1. In accordance with the Local Government (General) Regulation 2005, Clause 178 (1) (a), Council accept the tender of Encat Metal and Civil Pty Ltd for the construction and delivery of a demountable lifeguard tower at City Beach, Wollongong, in the sum of $117,935.00, excluding GST.

2. Council delegate to the General Manager the authority to finalise and execute the contract and any other documentation required to give effect to this resolution.

3. Council grant authority for the use of the Common Seal of Council on the contract and any other documentation, should it be required to give effect to this resolution.

ATTACHMENTS

There are no attachments for this report.

REPORT AUTHORISATIONS

Report of: Glenn Whittaker, Manager Project Delivery
Authorised by: Mike Hyde, Director Infrastructure and Works – Connectivity, Assets and Liveable City

BACKGROUND

The City Beach Lifeguard Tower was listed in the 2013 Wollongong City Council Dunes Management Strategy as a high priority within the management options to improve the sight lines onto the beach. Development consent DA2014/93 has been obtained for a tower which is similar to that recently installed at Windang Beach.

Tenders were invited by the open tender method with a close of tenders of 10.00 am on 24 September 2014.

Five tenders were received by the close of tenders and all tenders have been scrutinised and assessed by a Tender Assessment Panel constituted in accordance with Council’s Procurement Policies and Procedures and comprising representatives of
the Project Delivery, Property and Recreation, Finance, Human Resources and Governance and Information divisions.

The Tender Assessment Panel assessed all tenders in accordance with the following assessment criteria as set out in the formal tender documents:

**Mandatory Criteria**

1. Referees
2. Demonstrated experience in understanding work in an environmentally and culturally sensitive location.

**Assessable Criteria**

1. Cost to Council - 40%
2. Demonstrated Strengthening of Local Economic Capacity - 5%
3. Demonstrated Experience and Satisfactory Performance in Undertaking Projects of Similar Size and Scope in a Beach Environment - 20%
4. Proposed Methodology of Construction and Delivery of the Demountable Structure to City Beach - 15%
5. Demonstrated WHS Management System and Environmental Management Policies and Procedures - 10%
6. Project Schedule - 10%

The Tender Assessment Panel utilised a weighted scoring method for the assessment of tenders which allocates a numerical score out of 5 in relation to the level of compliance offered by the tenders to each of the assessment criteria as specified in the tender documentation. The method then takes into account pre-determined weightings for each of the assessment criteria which provides for a total score out of 5 to be calculated for each tender. The tender with the highest total score is considered to be the tender that best meets the requirements of the tender documentation in providing best value to Council. Table 1 below summarises the results of the tender assessment and the ranking of tenders.

**TABLE 1 – SUMMARY OF TENDER ASSESSMENT**

<table>
<thead>
<tr>
<th>Tenderer</th>
<th>Ranking</th>
</tr>
</thead>
<tbody>
<tr>
<td>Encat Metal and Civil Pty Ltd</td>
<td>1</td>
</tr>
<tr>
<td>Advanced Construction Pty Ltd</td>
<td>2</td>
</tr>
<tr>
<td>Wardrope and Carroll Engineering Pty Ltd</td>
<td>3</td>
</tr>
<tr>
<td>Kingston Building Australia Pty Ltd</td>
<td>4</td>
</tr>
<tr>
<td>Specialised Marine Services (Aust) Pty Ltd</td>
<td>5</td>
</tr>
</tbody>
</table>

**PROPOSAL**

Council should authorise the engagement of Encat Metal and Civil Pty Ltd to carry out the construction and delivery of a demountable lifeguard tower at City Beach, Wollongong in accordance with the scope of works and technical specifications developed for the project.
The recommended tenderer has satisfied the Tender Assessment Panel that it is capable of undertaking the works to Council’s standards and in accordance with the technical specification.

Referees nominated by the recommended tenderer have been contacted by the Tender Assessment Panel and expressed satisfaction with the standard of work and methods of operation undertaken on their behalf.

CONSULTATION AND COMMUNICATION

1. Consultation has occurred with City Beach Lifeguards and the City Beach Surf Club.
2. The project was exhibited as one of the actions within the Dune Management Strategy.
3. Development consent DA2014/93 was obtained for this project.
4. The adjoining commercial operators will be notified once the installation program is confirmed by the selected contractor.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 under the objective ‘Our coastal areas and waterways are protected and enhanced’ and Community Goal ‘We value and protect our environment’.

It specifically addresses the Annual Plan 2014-15 Key Deliverables to finalise the Dune Management Strategy and commence implementation of priority actions which forms part of the Five Year Action ‘Finalise and implement the Coastal Zone Management Plan’ contained within the Revised Delivery Program 2012-17.

RISK ASSESSMENT

The risk in accepting the recommendation of this report is considered low on the basis that the tender process has fully complied with Council’s Procurement Policies and Procedures and the Local Government Act 1993.

FINANCIAL IMPLICATIONS

It is proposed that the total project be funded from the following source/s as identified in the Management Plan –

   Capital Budget 2014/2015

CONCLUSION

Council should endorse the recommendations of this report.