

ITEM 12 TENDER T1000137 - FACADE CLEANING SERVICES

This report recommends acceptance of a tender for Façade Cleaning Services to Wollongong City Council in accordance with the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2021.

This tender requested responses from suitably experienced safe contractors to undertake façade cleaning services at Council's Administration Building, Integral Building, Leisure Centres, Memorial Gardens, Community Centres and Libraries.

RECOMMEDATION

- 1 In accordance with Section 178(1)(a) of the Local Government (General) Regulation 2021, Council accept the tender of Confident Services Pty Ltd for Façade Cleaning Services, as per the schedule of rates.
- 2 The contract be awarded for an initial term of 3 years, with 2 optional extensions of 2 years each for a maximum term of 7 years. Any such extensions being exercised at the sole discretion of Council.
- 3 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.
- 4 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.

REPORT AUTHORISATIONS

Report of: Sarah Taylor, Manager Libraries and Community Facilities

Authorised by: Kerry Hunt, Director Community Services - Creative and Innovative City

ATTACHMENTS

There are no attachments for this report.

BACKGROUND

Tenders were required to be invited for a panel of contractors to provide façade cleaning services to Council buildings. A range of buildings have been identified for façade cleaning with Council reserving the right to alter the range of sites to be cleaned and the frequency of cleaning during the term of the contract and any contract term options exercised.

This contract is for all window and specified high cleaning building elements across the following buildings:

- Regulation and Enforcement Building (formerly Integral Building)
- Council's Administration Building
- Leisure Centres x 2
- Memorial Gardens Chapels and Administration Buildings
- Community Centres and Libraries x 8

Sites may be included to this listing or deleted from this listing throughout the duration of the contract period dependent upon Council's operational and commercial needs.

Tenders were invited for this project by the Open tender method with a close of tenders of 10.00 am on Tuesday 30 April 2024.

Six (6) tenders were received by the close of tenders with three (3) tenders deemed non-conforming. The remaining tenders have been scrutinised and evaluated by a Tender Evaluation Panel constituted in accordance with Council's Procurement Policies and Procedures and comprising representatives of the Libraries & Community Facilities, City Works, Work Health Safety and Sport & Recreation Divisions, along with Procurement & Supply and Governance representatives.

The Tender Evaluation Panel evaluated all conforming tenders in accordance with the following Evaluation criteria and weightings as set out in the formal tender documents:

Mandatory Criteria

- 1 Satisfactory references from referees for previous projects of similar size and scope
- 2 Financial evaluation acceptable to Council which demonstrates the tenderer's financial capacity to undertake the works
- 3 Health and Safety Policy and WHS Management System
- 4 Work Health and Safety Certifications

Evaluation Criteria

- 1 Cost to Council – 30%
- 2 Demonstrated prior experience and satisfactory performance in undertaking projects of similar size, scope, and risk profile – 30%
- 3 Staff qualifications, certificates, and experience relative to tendered works – 10%
- 4 Demonstrated strengthening of local economic capacity – 10%
- 5 Demonstrated Sustainable and Innovative Practices – 10%
- 6 Workplace health and safety system – 5%
- 7 Demonstrated Social Value and/or Social Procurement Initiatives – 5%

The mandatory evaluation criteria have been met by the recommended tenderer.

The Tender Evaluation Panel utilised a weighted scoring method for the evaluation 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 evaluation criteria as specified in the tender documentation. The method then takes into account pre-determined weightings for each of the evaluation 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 evaluation and the ranking of tenders.

TABLE 1 – SUMMARY OF TENDER ASSESSMENT

Name of Tenderer	Ranking
Confident Services	1
Transparent Access	2
Programmed Property Services	3
MMS Group	NON-CONFORMING
Newserv	NON-CONFORMING
SKG Cleaning	NON-CONFORMING

PROPOSAL

Council should authorise the engagement of Confident Services Pty Ltd to carry out the Façade Cleaning Services in accordance with the scope of works and technical specifications developed for the project.

The recommended tenderer has satisfied the Tender Evaluation 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 Evaluation Panel and expressed satisfaction with the standard of work and methods of operation undertaken on their behalf.

CONSULTATION AND COMMUNICATION

- 1 Members of the Tender Evaluation Panel
- 2 Nominated Referees

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong 2032 Goal 5 'We have a healthy community in a liveable city'. It specifically delivers on the following:

Community Strategic Plan 2032		Delivery Program 2022-2026
Strategy		Service
5.4	Provide a variety of quality and accessible public places and opportunities for sport, play, leisure, recreation, learning and cultural activities in the community	City Centre Management, Libraries, Community Facilities, Leisure Centres, Memorial Gardens & Cemeteries

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.

The risk of the project works or services is considered low based upon Council's risk assessment matrix and appropriate risk management strategies will be implemented.

SUSTAINABILITY IMPLICATIONS

The tender recommendation has positive sustainability implications based on the current services received. Sustainable products have been proposed for use and innovative sustainable practices in the delivery of the cleaning services. The recommended tenderer is also registered with Supply Nation as an Indigenous-owned business.

FINANCIAL IMPLICATIONS

It is proposed that the service be funded from the following source/s as identified in the Operational Plan and following budgets –

- Regulation and Enforcement Building
- Council's Administration Building
- Leisure Centres
- Memorial Gardens Chapels and Administration Buildings
- Community Centres and Libraries

CONCLUSION

Council should endorse the recommendations of this report.