Cr Huntley declared an impartiality interest in AS03-11/24 due to being the President of the Wanneroo Historical Society and hiring a room within the Recreation Centre on a monthly basis.

AS03-11/24 24149 Provision of Architectural and Specialist Consultancy Services for Wanneroo Recreation Centre - New Sports Hub

File Ref:	40791V003 – 24/339201
Responsible Officer:	Director Assets
Attachments:	2
Previous Items:	CP04-06/24 - Wanneroo Recreation Centre Sports Hub - Consultation Outcomes - Ordinary Council - 18 Jun 2024

Issue

To consider Tender No. 24149 for the Provision of Architectural and Specialist Consultancy Services for Wanneroo Recreation Centre - New Sports Hub.

Background

The Wanneroo Recreation Centre Sports Hub Report (CP04-06/24) was considered at the June 2024 OCM, and Council resolved the following:

"That Council

1. *NOTES the outcome of the Wanneroo Recreation Centre Sports Hub community engagement process;*
2. *ENDORSES the Wanneroo Recreation Centre Sports Hub Concept Design included at Attachment 1;*
3. *AUTHORISES the Chief Executive Officer to progress the Wanneroo Recreation Centre Sports Hub project to the next phase of design and SUPPORTS the progression of the project on the basis of undertaking it in a single construction stage;*
4. *REQUESTS Administration progress planning for the redevelopment of the existing Wanneroo Recreation Centre as a Community Hub; and*
5. *NOTES the City's advocacy approach to seek State and Federal Government funding of approximately $35M funding for the development of both the Sports Hub and Community Hub."*

As a result of the Council decisions there are now two concurrent projects under progress:

a) Delivery of the New Sports Hub, located adjacent to the existing Wanneroo Recreation Centre at an estimated cost of $18.4M; and

b) Planning and development of a concept for the redevelopment of the existing Wanneroo Recreation Centre as a Community Hub at an estimated cost of $17.1M.

The concept plan for the development of a single-storey Sports Hub on the adjacent playing field area south of the existing Wanneroo Recreation Centre, Scenic Park (Scenic Drive) was prepared by Gresley Abas Architects in February 2023. The new Sports Hub will accommodate some of the existing users of the existing Wanneroo Recreation Centre and from other facilities within the surrounding precinct.
The City of Wanneroo (**City**) is seeking to appoint a registered architectural practice (the **Consultant**) to provide detailed design, and contract administration services, including architectural and sub-consultant design services, as outlined in this brief, and based on an existing concept design prepared for the New Sports Hub, located adjacent to the Wanneroo Recreation Centre, Scenic Drive, Wanneroo.

The Development of the New Sports Hub (this **Contract**) comprises only of the delivery of the new Sports Hub. The design process is expected to be completed by June/July 2025 to enable procurement of construction contractor thereafter.

The redevelopment of the Wanneroo Recreation Centre as the Community Hub is being progressed to determine the project requirements in consultation with project Stakeholders and develop a concept plan by end 2025. It is envisaged that key decisions regarding the life (durability) of the existing 50-year-old Recreation Centre and its viability for inclusion within the second stage of the project shall be a key consideration in preparing a concept for the Community Hub.

Detail

Tender No. 24149 for the Provision of Architectural and Specialist Consultancy Services for Wanneroo Recreation Centre - New Sports Hub was advertised on 21 September 2024 and closed on 15 October 2024.

In addition to Architectural services, the Architect is responsible for coordinating a team of specialist consultants including Structural, Civil, Mechanical, Electrical and Hydraulic Engineers, and various other consultant services required for the delivery of the project, preparation of detailed design documentation, tender documentation, Contract Administration and Superintendent services during construction to completion.

The Architectural lead design team will work with and alongside the appointed Cost Planner in providing design information for the provision of cost estimates and assessment against the allocated construction budget.

The Tender included provision for three Separable Portions:

1. The coordination and development of the detailed design and construction tender documentation for the new facility;
2. The provision of and coordination of the design team and specialist services during construction, defects liability period and completion of the new facility; and
3. The provision of (architectural) superintendent services, and the provision of and coordination of the design team and specialist services during construction, defects liability period and completion of the new facility.

Four addenda were issued detailing tender clarifications.

Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Consultancy Services Contract.
Contract Type	Lump Sum
Contract Duration	42 Months (including building construction plus 12 Months DLP)
Commencement Date	Upon receipt of Letter of Award
Expiry Date	Upon completion of DLP and all project closure activities
Extension Permitted	No
Rise and Fall	Nil

Nine tender submissions were received from the following companies:

Full Name	Trading Name	Abbreviations (used in this report)
The Trustee For The Bdg Trust T/A Bollig Design Group Pty Ltd	Bollig Design Group Pty Ltd	1) Bollig Design Group
Carabiner Architects Pty Ltd	Carabiner Architects Pty Ltd	2) Carabiner Architects
The Trustee For The Cox Architecture (Aust) Unit Trust T/A Cox Architecture Pty Ltd	Cox Architecture Pty Ltd	3) Cox Architecture
(A)Pod Pty Ltd – T/A Donovan Payne Architecture	Donovan Payne Architecture	4) Donovan Payne Architecture
Gresley Abas Pty Ltd	Gresley Abas Pty Ltd	5) Gresley Abas
Hodge Collard Preston Unit Trust T/A Hodge Collard Preston Architects	Hodge Collard Preston Architects	6) Hodge Collard Preston
Mode Design Corporation Pty Ltd	Mode Design Corporation Pty Ltd	7) Mode Design Corporation
Site Architecture Studio Pty Ltd	Site Architecture Studio Pty Ltd	8) Site Architecture Studio
With Architecture Studio	With Architecture Studio	9) With Architecture Studio

Probity Oversight

Oversight to the tender assessment process was undertaken by the City's Contracts Officer.

Tender submissions were evaluated in accordance with the Procurement Evaluation Plan (PEP). The PEP included the following selection criteria:

Item No	Description (Criteria)	Weighting
1	Sustainable (Corporate Social Responsibility) Procurement Environmental Considerations 5% Buy Local 10% Reconciliation Action Plan 5% Access & Inclusion 5%	25%
2	*Demonstrated experience of tenderer and key personnel performing the services. Demonstrated relevant experience of consultant – 20% Resources and Capacity – 10% Demonstrated relevant experience of Sub-consultants – 10%	40%
3	*Methodology	25%
4	WHS	10%

All tenderers must meet the City's minimum requirements (as determined by the City) for each of the qualitative criteria detailed above (*) to be considered for further evaluation.

Pricing is not included in the qualitative criteria and is considered as part of the overall value for money assessment.

All nine tender submissions were received as conforming. None were excluded from further evaluation.

Evaluation Criteria 1 – Sustainable (Corporate Social Responsibility) Procurement (25%)

Evidence of Sustainable (Corporate Social Responsibility) Procurement assessment was based on the tenderers' responses provided within the Questionnaires set out in Schedules 3A, 3B, 3C and 3D that were included in the tender documentation.

An assessment was made to determine the ranking based on the tenderers' environmental policy and practices, buy local contributions, as well as commitment to reconciliation and disability access and inclusion.

Sub Criteria a) – Environment Consideration (5%)

The City is committed to procuring goods and services that have the most positive environmental, social and economic impacts over the entire life cycle of a product or service. The environmental assessment based on tenderers' response to their Environmental policy and practices.

An assessment was made to determine the ranking based on tenderer's environmental policy and practices.

The assessment of this criterion determined the following ranking:

Tenderer	Ranking
Cox Architecture	1
Mode Design Corporation	2
Bollig Design Group	3
Site Architecture Studio	3
Carabiner Architects	5
Donovan Payne Architecture	5
Gresley Abas	5
With Architecture Studio	5
Hodge Collard Preston	9

Sub Criteria b) – Buy Local (10%)

An assessment was made to determine the ranking based on the responses provided, detailing the following information:

- Purchasing arrangements through local businesses.
- Location of tenderer's offices and workshops.
- Residential municipality of staff and subcontractors, and
- Requirement for new employees arising from award of the contract.

The assessment of this criterion determined the following ranking:

Tenderer	Ranking
Site Architecture Studio	1
Cox Architecture	2
Hodge Collard Preston	2
Mode Design Corporation	2
With Architecture Studio	5
Bollig Design Group	6
Gresley Abas	7
Carabiner Architects	8
Donovan Payne Architecture	8

Sub Criteria c) – Reconciliation Action Plan (5%)

An assessment was made to determine the ranking based on the responses provided that relate to:

- Relationships – building positive relationships between indigenous and non-indigenous people.
- Respect – recognizing the contribution of Indigenous people to Australia and learning more about the history, culture and diversity in a two-way communication process; and
- Opportunities – attracting, developing and retaining organizational talent to build opportunities for aboriginal employment, training and development and mentoring.

The assessment of this criterion determined the following ranking:

Tenderer	Ranking
Cox Architecture	1
Gresley Abas	1
Hodge Collard Preston	3
Mode Design Corporation	3
Bollig Design Group	4
Site Architecture Studio	4
With Architecture Studio	4
Carabiner Architects	8
Donovan Payne Architecture	9

Sub Criteria d) – Disability Access & Inclusion (5%)

An assessment was made to determine the ranking based on the responses provided that relate to:

- People with disabilities have the same buildings and facilities access opportunities as other people,
- People with disabilities receive information in a format that will enable them to access information as readily as other people are able to access it,
- People with disabilities receive the same level and quality of service from staff as other people receive,
- People with disabilities have the same opportunities as other people to make complaints, and
- People with disabilities have the same opportunities as other people to participate in any employment opportunities.

The assessment of this criterion determined the following ranking:

Tenderer	Ranking
Bollig Design Group	1
Donovan Payne Architecture	1
Mode Design Corporation	1
With Architecture Studio	4
Carabiner Architects	5
Cox Architecture	5
Site Architecture Studio	5
Gresley Abas	8
Hodge Collard Preston	8

Overall Sustainable Procurement Ranking Summary

An overall assessment of Evaluation Criteria 1 - Sustainable (Corporate Social Responsibility) Procurement has resulted in the following ranking:

Tenderer	Ranking
Site Architecture Studio	1
Mode Design Corporation	2
Cox Architecture	2
Hodge Collard Preston	4
With Architecture Studio	5
Bollig Design Group	6
Gresley Abas	7
Donovan Payne Architecture	8
Carabiner Architects	9

Evaluation Criteria 2 - *Demonstrated experience of tenderer and key personnel performing the services (40%)

The tenderer's relevant experience in demonstrating the achievement of meeting client expectations as presented in their tender submission were assessed to evaluate their capability to meet the requirements of the contract. Assessment of this criterion also considered the tenderer's staff resources, vehicles, plant/equipment and workshop support to manage the contract. The assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
Hodge Collard Preston	1
Bollig Design Group	2
Carabiner Architects	2
Cox Architecture	2
Donovan Payne Architecture	2
Site Architecture Studio	2
Gresley Abas	7
Mode Design Corporation	8
With Architecture Studio	9

Evaluation Criteria 3 - Methodology (25%)

The tenderer's proposed methodology to deliver the requirements of the contract were assessed as part of this criterion. The assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
Hodge Collard Preston	1
Cox Architecture	2
Donovan Payne Architecture	2
Carabiner Architects	2
Bollig Design Group	5
Gresley Abas	6
Mode Design Corporation	6
Site Architecture Studio	6
With Architecture Studio	6

Evaluation Criteria 4 - WHS demonstrated working documents (10%)

Evidence of safety management policies and practices was assessed from the tender submissions. The assessment for safety management was based on the tenderers' responses to a Health and Safety Management System Questionnaire included within the tender documentation.

All tenderers provided details of their safety management systems with the following ranking:

Tenderer	Ranking
Carabiner Architects	1
Cox Architecture	1
Mode Design Corporation	1
Donovan Payne Architecture	4
Site Architecture Studio	5
Bollig Design Group	6
Hodge Collard Preston	6
Gresley Abas	8
With Architecture Studio	9

Overall Qualitative Weighted Assessment and Ranking

The tenderers' submissions were evaluated in accordance with the selection criteria and were assessed against sustainable procurement, experience, methodology, capacity and resources and safety management systems to undertake the works.

The overall qualitative weighted assessment resulted in the following tender rankings:

Tenderer	Ranking
Hodge Collard Preston	1
Cox Architecture	2
Site Architecture Studio	3
Bollig Design Group	4
Mode Design Corporation	5
Carabiner Architects	6
Donovan Payne Architecture	7
Gresley Abas	8
With Architecture Studio	9

Pricing for the Works Offered

Price assessment has been undertaken by combining the Separable Portions 1 and 3 as the scope for works for the Separable Portion 2 is included in the Separable Portion 3.

The lump sum pricing from each tenderer is ranked below:

Tenderer	Ranking
Hodge Collard Preston	1
Site Architecture Studio	2
Mode Design Corporation	3
Gresley Abas	4
Donovan Payne Architecture	5
Bollig Design Group	6
Carabiner Architects	7
Cox Architecture	8
With Architecture Studio	9

Overall Assessment

The overall assessment for Separable Portions 1 and 3 combined from each Tenderer is ranked below:

Tenderer	Ranking
Hodge Collard Preston	1
Site Architecture Studio	2
Mode Design Corporation	3
Gresley Abas	4
Bollig Design Group	5
Donovan Payne Architecture	6
Carabiner Architects	7
Cox Architecture	8
With Architecture Studio	9

Overall Value for Money Assessment

The tender submission from Hodge Collard Preston achieved the highest-ranking score within the qualitative assessment and provided the lowest overall lump sum price for separable portions 1 and 3 (combined).

The Confidential Memo (**Attachment 1**) provides further detail relating to the tenderers lump sum pricing, value for money assessment and further information supporting the recommendation.

The tender submission from Hodge Collard Preston was assessed to provide the best outcome for the City and is the recommended tenderer.

Consultation

Consultation with the community and key stakeholders has been undertaken throughout the project, culminating in the endorsement of the Concept as reported to Council in June 2024 (CP04-06/24).

Consultation and engagement will continue through the detailed design stage with all stakeholders including the external technical stakeholders and sporting and community groups.

Comment

The New Sports Hub project milestones dates for delivery of the design through to construction are as follows:

- Detailed design for Construction Tender - November 2024 to September/October 2025;
- Construction Tender procurement - September/October 2025 to February 2026; and
- Construction - February/March 2026 to March 2027.

During the design stages, an updated cost estimate will be prepared by the appointed Cost Planner that supports the preparation of detailed design documentation (assessment against the allocated construction budget), tender documentation preparation and Contract Administration during construction. Further report to Council will be presented at the key stage(s) of the design progress.

Statutory Compliance

Tenders were invited in accordance with the requirements of Section 3.57 of the *Local Government Act 1995*. The tendering procedures and evaluation complied with the requirements of Part 4 of the *Local Government (Functions and General) Regulations 1996*.

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

1 ~ An inclusive and accessible City with places and spaces that embrace all

1.2 - Valued public places and spaces

Risk Appetite Statement

In pursuit of strategic objective goal 1, we will accept a Medium level of risk. The recent pandemic has challenged our previous event delivery, place activation and community connection processes, and the City accepts that meeting community expectations in a more

restrictive environment needs flexibility and innovation if community connection is to develop and grow in contrast to social and individual isolation.

Risk Management Considerations

Risk Title	Risk Rating
ST-G09 Long Term Financial Plan	Low
Accountability	Action Planning Option
Director Corporate Strategy & Performance	Manage

Risk Title	Risk Rating
ST-S23 Stakeholder Relationships	Medium
Accountability	Action Planning Option
Chief Executive Officer	Manage

The above risks relating to the issue contained within this report have been identified and considered within the City's Strategic risk register. Action plans have been developed to manage these risks to support existing management systems.

Financial and Performance Risk

Financial Risk

A financial risk assessment was undertaken by Equifax Australasia Credit Ratings Pty Ltd as part of the tender evaluation process and the outcome of this independent assessment advised that Hodge Collard Preston has been assessed with sound financial capacity to meet the requirements of the contract.

Performance Risk

The Tender Evaluation Panel considered that Hodge Collard Preston had suitable experience to deliver the projects successfully for the City. They have previously undertaken work with the City providing Design, and Contract Administration/Superintendent services to a high standard.

Independent reference checks have also indicated that the recommended tenderer has provided excellent service, with proactive delivery to its clients, producing quality building outcomes.

Hodge Collard Preston have previously delivered for City of Wanneroo several projects of varying scale including *Warradale Clubroom Upgrade* and are currently involved with the *Heath Park Pavilion* (under construction).

As of the submission date, Hodge Collard Preston have no history of disputes or claims and have had no notices of default issued.

Policy Implications

Tenders were invited in accordance with the requirements of the City's Purchasing Policy.

Financial (Budget) Implications

As noted at Council Meeting 18 June 2024 (CP04-06/24). The indicative overall project cost to deliver the New Sports Hub was estimated at $18.4 million inclusive of all project fees, construction works, infrastructure modifications and landscaping. An indicative breakdown of this costs is provided below:

10) Item Description (estimated allocations)	Cost (ex. GST)
11) Allowance for Professional fees, miscellaneous charges, fees or other costs	$1,550,000
12) Allowance for Project Costs and Project Management City of Wanneroo	$1,300,000
Construction incl. headworks charges, application fees, fitout, contingencies, etc	$15,550,000
Total	**$18,400,000**

The project is currently listed in the City's Capital Works Budget (PR-4279 Wanneroo Recreation Centre, Wanneroo) and the draft Long-Term Financial Plan, which is being reviewed, as shown in the table below:

Year	Detail	Municipal Funds	Grants	Reserve	Total
2024/25	Detailed design	-	-	$32,800	**$32,800**
2025/26	Construction – Sport Hub Stage 1	$200,000	$5,000,000	$3,050,000	**$8,250,000**
2026/27	Construction – Sports Hub Stage 2	-	$10,100,000	-	**$10,100,000**
	Total	**$200,000**	**$15,100,000**	**$3,082,800**	**$18,382,800**

A $5 million grant from the Department of Local Government, Sport, and Cultural Industries is currently being finalised, with the remaining $13.4 million to be provided by the City.

The listing outlined above does not include the funding required for the redevelopment of the existing Wanneroo Recreation Centre as a Community Hub.

The budget provisions are to be adjusted to accommodate the following services for the project:

- Tender No. 24149 for the Provision of Architectural and Specialist Consultancy Services for Wanneroo Recreation Centre - New Sports Hub;
- Tender No. 24148 for the Provision of Cost Planner Services for Wanneroo Recreation Centre - New Sports Hub; and
- City costs, disbursements, miscellaneous (other) fees, etc.

The award of tender requires the following budget provision costs to made as per the funding requirements for the current financial year and future years for these activities, excluding all costs associated with the construction:

Description	Budget Funding
Funding Provision required in 2024/25	$332,800
Funding Provision required in 2025/26	$550,000
Funding Provision required in 2026/27	$250,000

Further budget adjustment will be required to be made for the delivery stage of the project and will form part of future year budget discussions with Council.

The Wanneroo Recreation Precinct has been identified as one of the City's top priority advocacy projects and included in the City's Connect Wanneroo 2025 Advocacy Campaign.

Voting Requirements

Absolute Majority

Moved Cr Wright, Seconded Cr Huntley

That Council

1. **ACCEPTS the tender submitted by Hodge Collard Preston Unit Trust T/A Hodge Collard Preston Architects for Tender No. 24149 for the Provision of Architectural and Specialist Consultancy Services for Wanneroo Recreation Centre - New Sports Hub, for the lump sum price as identified within Confidential Memo 2 (Attachment 2) in accordance with the terms and conditions specified in the tender document;**

2. **NOTES the information contained in the Confidential Memo 2 (Attachment 2) will be released via the City's website after a formal letter of Tender Award is issued to the successful tendered (as per item 1 above);**

3. **APPROVES by ABSOLUTE MAJORITY a budget amendment to increase the funding allocation for Project Number PR-4279 Wanneroo Recreation Centre, Wanneroo, New Sports Hub by $300,000.00 to funded from Strategic Project Initiative Reserve into FY24/25 to fund these costs to meet the financial requirements for the Detailed Design; and**

4. **LISTS funds for consideration in the future years budget as detailed below to fully undertake the scope of works included in Tender No 24149, Tender No 24148 and City costs:**

    - **$550,000 in 2025/26; and**
    - **$250,000 in 2026/27.**

CARRIED BY ABSOLUTE MAJORITY
13/0

For the motion: **Mayor Aitken, Cr Bedworth, Cr Coetzee Cr Figg, Cr Herridge, Cr Huntley, Cr Miles, Cr Nguyen, Cr Parker, Cr Rowe, Cr Seif, Cr Smith and Cr Wright**

Against the motion: **Nil**

This attachment is confidential and distributed under separate cover to all Council Members.	
Attachment 1 - 24149 Provision of Architectural Consultancy Services for Wanneroo Recreation Centre - New Sports Hub - Confidential Memorandum 1	*24/386497*
Attachment 2 - 24149 Provision of Architectural Consultancy Services for Wanneroo Recreation Centre - New Sports Hub - Confidential Memorandum 2	*24/391061*

Attachments:

1. *Attachment 1 - 24149 Provision of Architectural Consultancy Services for Wanneroo Recreation Centre - New Sports Hub - Confidential Memorandum 1* — *Confidential*
2. *Attachment 2 - 24149 Provision of Architectural Consultancy Services for Wanneroo Recreation Centre - New Sports Hub - Confidential Memorandum 2* — *Confidential*

Cr Huntley declared an impartiality interest in AS04-11/24 due to being the President of the Wanneroo Historical Society and hire a room within the Recreation Centre on a monthly basis.

AS04-11/24 24148 Provision of Cost Planner Services for Wanneroo Recreation Centre - New Sports Hub

File Ref:	40791V003 – 24/339177
Responsible Officer:	Director Assets
Attachments:	2
Previous Items:	CP04-06/24 - Wanneroo Recreation Centre Sports Hub - Consultation Outcomes - Ordinary Council - 18 Jun 2024

Issue

To consider Tender No. 24148 for the Provision of Cost Planner Services for Wanneroo Recreation Centre - New Sports Hub.

Background

The Wanneroo Recreation Centre Sports Hub *Report* (CP04-06/24) was considered at the June 2024 Ordinary Council Meeting, and Council resolved the following:

"That Council: -

1. *NOTES the outcome of the Wanneroo Recreation Centre Sports Hub community engagement process;*
2. *ENDORSES the Wanneroo Recreation Centre Sports Hub Concept Design included at Attachment 1;*
3. *AUTHORISES the Chief Executive Officer to progress the Wanneroo Recreation Centre Sports Hub project to the next phase of design and SUPPORTS the progression of the project on the basis of undertaking it in a single construction stage;*
4. *REQUESTS Administration progress planning for the redevelopment of the existing Wanneroo Recreation Centre as a Community Hub; and*
5. *NOTES the City's advocacy approach to seek State and Federal Government funding of approximately $35M funding for the development of both the Sports Hub and Community Hub."*

As a result of the Council decisions there are now two concurrent projects under consideration:

a) Delivery of the New Sports Hub, located adjacent to the existing Wanneroo Recreation Centre at an estimated cost of $18.4M; and

b) Planning and development of a concept for the redevelopment of the existing Wanneroo Recreation Centre as a Community Hub at an estimated cost of $17.1M.

It has been proposed that redevelopment of the Wanneroo Recreation Centre as the Community Hub will be subject to on availability of future funding, consultation and scoping confirmation, etc. and is not considered to be within this Tender, to be undertaken at a future stage.

The concept plan for the development of a single-storey Sports Hub on the adjacent playing field area south of the existing Wanneroo Recreation Centre, Scenic Park (Scenic Drive) was prepared by Gresley Abas Architects in February 2023. The new Sports Hub will

accommodate some of the existing users of the existing Wanneroo Recreation Centre and from other facilities within the surrounding precinct.

The City of Wanneroo (**City**) is seeking to appoint a suitably qualified and experienced Cost Planner to support detailed design, tender documentation preparation and Contract Administration during construction for the Wanneroo Recreation Centre – New Sports Hub; as outlined in this brief and based on an existing concept design prepared for a New Sports Hub, located adjacent to the Wanneroo Recreation Centre, Scenic Drive, Wanneroo.

The Development of the New Sports Hub (this **Contract**) comprises only of the delivery of the new Sports Hub. The design process is expected to be completed by June/July 2025 to enable procurement of construction thereafter.

The redevelopment of the Wanneroo Recreation Centre as the Community Hub is being progressed to determine the project requirements in consultation with project Stakeholders and develop a concept plan by end 2025. It is envisaged that key decisions regarding the life (durability) of the existing 50-year-old Recreation Centre and its viability for inclusion within the second stage of the project shall be a key consideration in preparing a concept for the Community Hub.

Detail

Tender No. 24148 for the Provision of Cost Planner Services for Wanneroo Recreation Centre - New Sports Hub was advertised on 25 September 2024 and closed on 15 October 2024.

Working with the Architectural lead team of consultants, the appointed Cost Planner will support the preparation of detailed design documentation (assessment against the allocated construction budget), tender documentation preparation and Contract Administration during construction to completion.

The Tender included provision for two separable portions:

1. The provision of cost planner services during the detailed design and construction stages for the new facility; and
2. The Preparation of Bill of Quantities at 100% detail design for purposes of inclusion within Construction Tender documentation.

Nil addenda were issued detailing tender clarifications.

Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Consultancy Services Contract.
Contract Type	Lump Sum
Contract Duration	42 Months (including building construction plus 12 Months DLP)
Commencement Date	Upon receipt of Letter of Award
Expiry Date	Upon completion of DLP and all project closure activities
Extension Permitted	No
Rise and Fall	Nil

Seven tender submissions were received from the following companies:

Full Name	Trading Name	Abbreviations (used in this report)
Canning & Associates Cost Consulting Pty Ltd	Canning & Associates Cost Consulting Pty Ltd	Canning & Associates
Chrysalis Quantity Surveying Pty Ltd	Chrysalis Quantity Surveying Pty Ltd	Chrysalis
The Trustee For Ferreira Family Trust T/A The Cost Collaborative	The Cost Collaborative	The Cost Collaborative
MBMPL Pty Ltd	MBMPL Pty Ltd	MBMPL
Napier & Blakeley Pty Ltd ATF Napier & Blakeley Unit Trust	Napier & Blakeley Pty Ltd	Napier & Blakeley
Rider Levett Bucknall WA Pty Ltd	Rider Levett Bucknall WA Pty Ltd	Rider Levett Bucknall
Turner & Townsend Pty Ltd	Turner & Townsend Pty Ltd	Turner & Townsend

Probity Oversight

Oversight to the tender assessment process was undertaken by the City's Contracts Officer.

Tender submissions were evaluated in accordance with the Procurement Evaluation Plan (**PEP**). The PEP included the following selection criteria:

Item No	Description (Criteria)	Weighting
1	Sustainable (Corporate Social Responsibility) Procurement Environmental Considerations 5% Buy Local 10% Reconciliation Action Plan 5% Access & Inclusion 5%	25%
2	*Demonstrated experience of tenderer and key personnel performing the services. (Demonstrated relevant experience of consultant)	30%
3	*Methodology, Resources and Capacity	40%
4	WHS	5%

All tenderers must meet the City's minimum requirements (as determined by the City) for each of the qualitative criteria detailed above (*) to be considered for further evaluation.

Pricing is not included in the qualitative criteria and is considered as part of the overall value for money assessment.

All seven tender submissions were received as conforming. None were excluded from further evaluation.

Evaluation Criteria 1 – Sustainable (Corporate Social Responsibility) Procurement (25%)

Evidence of Sustainable (Corporate Social Responsibility) Procurement assessment was based on the tenderers' responses provided within the Questionnaires set out in Schedules 3A, 3B, 3C and 3D that were included in the tender documentation.

An assessment was made to determine the ranking based on the tenderers' environmental policy and practices, buy local contributions, as well as commitment to reconciliation and disability access and inclusion.

Sub Criteria a) – Environment Consideration (5%)

The City is committed to procuring goods and services that have the most positive environmental, social and economic impacts over the entire life cycle of a product or service. The environmental assessment based on tenderers' response to their Environmental policy and practices.

An assessment was made to determine the ranking based on tenderer's environmental policy and practices.

The assessment of this criterion determined the following ranking:

Tenderer	Ranking
Turner & Townsend	1
MBMPL	1
The Cost Collaborative	3
Chrysalis	4
Rider Levett Bucknall	5
Napier & Blakeley	5
Canning & Associates	7

Sub Criteria b) – Buy Local (10%)

An assessment was made to determine the ranking based on the responses provided, detailing the following information:

- Purchasing arrangements through local businesses.
- Location of tenderer's offices and workshops.
- Residential municipality of staff and subcontractors; and
- Requirement for new employees arising from award of the contract.

The assessment of this criterion determined the following ranking:

Tenderer	Ranking
MBMPL	1
Rider Levett Bucknall	2
Turner & Townsend	2
Canning & Associates	4
The Cost Collaborative	4
Napier & Blakeley	6
Chrysalis	6

Sub Criteria c) – Reconciliation Action Plan (5%)

An assessment was made to determine the ranking based on the responses provided that relate to:

- Relationships – building positive relationships between indigenous and non-indigenous people.
- Respect – recognizing the contribution of Indigenous people to Australia and learning more about the history, culture and diversity in a two-way communication process; and
- Opportunities – attracting, developing and retaining organizational talent to build opportunities for aboriginal employment, training and development and mentoring.

The assessment of this criterion determined the following ranking:

Tenderer	Ranking
Turner & Townsend	1
The Cost Collaborative	2
MBMPL	2
Chrysalis	4
Rider Levett Bucknall	5
Canning & Associates	6
Napier & Blakeley	7

Sub Criteria d) – Disability Access & Inclusion (5%)

An assessment was made to determine the ranking based on the responses provided that relate to:

- People with disabilities have the same buildings and facilities access opportunities as other people;
- People with disabilities receive information in a format that will enable them to access information as readily as other people are able to access it;
- People with disabilities receive the same level and quality of service from staff as other people receive;
- People with disabilities have the same opportunities as other people to make complaints; and
- People with disabilities have the same opportunities as other people to participate in any employment opportunities.

The assessment of this criterion determined the following ranking:

Tenderer	Ranking
Rider Levett Bucknall	1
Turner & Townsend	2
The Cost Collaborative	2
MBMPL	4
Chrysalis	4
Canning & Associates	6
Napier & Blakeley	7

Overall Sustainable Procurement Ranking Summary

An overall assessment of Evaluation Criteria 1 - Sustainable (Corporate Social Responsibility) Procurement has resulted in the following ranking:

Tenderer	Ranking
MBMPL	1
Turner & Townsend	2
The Cost Collaborative	3
Rider Levett Bucknall	4
Chrysalis	4
Canning & Associates	6
Napier & Blakeley	7

Evaluation Criteria 2 - *Demonstrated experience of tenderer and key personnel performing the services (30%)

The tenderer's relevant experience in demonstrating the achievement of meeting client expectations as presented in their tender submission were assessed in order to evaluate their capability to meet the requirements of the contract. Assessment of this criterion considered the tendering entity's credentials to fulfil the requirements of the contract. The assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
Turner & Townsend	1
Rider Levett Bucknall	1
Chrysalis	3
Napier & Blakeley	3
Canning & Associates	5
The Cost Collaborative	6
MBMPL	7

Evaluation Criteria 3 - *Methodology, Resources and Capacity (40%)

The tenderer's resources as presented in their tender submission were assessed to evaluate their capacity to meet the requirements of the contract. Assessment of this criterion considered the tenderer's staff resources, vehicles, plant/equipment and workshop support to manage the contract. The assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
Rider Levett Bucknall	1
Turner & Townsend	2
Chrysalis	3
Canning & Associates	3
MBMPL	5
Napier & Blakeley	5
The Cost Collaborative	7

Evaluation Criteria 4 - WHS (5%)

Evidence of safety management policies and practices was assessed from the tender submissions. The assessment for safety management was based on the tenderers' responses to a Health and Safety Management System Questionnaire included within the tender documentation.

All tenderers provided details of their safety management systems with the following ranking:

Tenderer	Ranking
MBMPL	1
Turner & Townsend	1
Canning & Associates	3
Rider Levett Bucknall	4
Chrysalis	5
Napier & Blakeley	6
The Cost Collaborative	6

Overall Qualitative Weighted Assessment and Ranking

The tenderers' submissions were evaluated in accordance with the selection criteria and were assessed against sustainable procurement, experience, methodology, capacity and resources and safety management systems to undertake the works.

The overall qualitative weighted assessment resulted in the following tender ranking:

Tenderer	Ranking
Turner & Townsend	1
Rider Levett Bucknall	2
MBMPL	3
Chrysalis	4
Canning & Associates	4
The Cost Collaborative	6
Napier & Blakeley	7

Pricing for the Works Offered

Assessment under the price criterion has been undertaken based on the services to be provided are Separable Portion 1. A further review of City procurement requirements for the construction tender shall be considered later and as the project design is progressed. Should a *Bill of Quantities* be required to be included within the construction tender; this element of work would be considered as a variation to the proposed scope recommendation, noting costs within Separable Portion 2 have been provided.

The lump sum pricing for Separable Portion 1 from each tenderer is ranked below:

Separable Portion 1 (SP1)

Tenderer	Price Ranking (lowest to highest)
The Cost Collaborative	1
Canning & Associates	2
Chrysalis	3
Napier & Blakeley	4
MBMPL	5
Rider Levett Bucknall	6
Turner & Townsend	7

Overall Value for Money Assessment

Please refer to the Confidential Memorandum 1 **(Attachment 1)** for further detail relating to the tenderer's lump sum pricing, value for money assessment and further information supporting the recommendation.

The tender submission from Rider Levett Bucknall (**RLB**) provides the best outcome for the City in accordance with the assessment criteria and weightings as detailed in the Tender Evaluation Plan and is therefore recommended as the successful tenderer.

Consultation

Consultation with the community and key stakeholders has been undertaken on several occasions throughout the project, culminating in the endorsement of the Concept as reported to Council in June 2024 (CP04-06/24).

Consultation and engagement will continue through the detailed design stage with external technical stakeholders, sporting and community groups, as well as the Strategic Projects Working Group.

Comment

The New Sports Hub project milestones dates for delivery of the design through to construction are as follows:

- Detailed design for Construction Tender - November 2024 to September/October 2025.
- Construction Tender procurement - September/October 2025 to February 2026.
- Construction - February/March 2026 to March 2027.

During the design stages, an updated cost estimate will be prepared by the appointed Cost Planner that supports the preparation of detailed design documentation (assessment against the allocated construction budget), tender documentation preparation and Contract Administration during construction. Further report to Council will be presented at the key stage(s) of the design progress.

Statutory Compliance

Tenders were invited in accordance with the requirements of Section 3.57 of the *Local Government Act 1995*. The tendering procedures and evaluation complied with the requirements of Part 4 of the *Local Government (Functions and General) Regulations 1996*.

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

1 ~ An inclusive and accessible City with places and spaces that embrace all

1.2 - Valued public places and spaces

Risk Appetite Statement

In pursuit of strategic objective goal 1, we will accept a Medium level of risk. The recent pandemic has challenged our previous event delivery, place activation and community connection processes, and the City accepts that meeting community expectations in a more restrictive environment needs flexibility and innovation if community connection is to develop and grow in contrast to social and individual isolation.

Risk Management Considerations

Risk Title	**Risk Rating**
ST-G09 Long Term Financial Plan	Low
Accountability	**Action Planning Option**
Director Corporate Strategy & Performance	Manage

Risk Title	**Risk Rating**
ST-S23 Stakeholder Relationships	Medium
Accountability	**Action Planning Option**
Chief Executive Officer	Manage

The above risks relating to the issue contained within this report have been identified and considered within the City's Strategic risk register. Action plans have been developed to manage these risks to support existing management systems.

Financial and Performance Risk

Financial Risk

An Independent Credit Rating Financial Risk Assessment by Equifax Australasia Credit Ratings Pty Ltd is not required for the recommended Tenderer for Tender 24149.

Given the value of these works is low and that these services are paid for at completion of milestones; the financial risk to the City is low.

Performance Risk

The Tender Evaluation Panel considered that RLB had suitable experience to deliver the projects successfully for the City. They have previously undertaken work with the City providing cost planner services to an acceptable standard.

RLB have a proven record of being able to manage a substantial number of high value contracts, which enables them to draw on other projects costing data and current market forces.

As of 15 October 2024, RLB have no history of disputes or claims and have had no notices of default issued.

Policy Implications

Tenders were invited in accordance with the requirements of the City's Purchasing Policy.

Financial (Budget) Implications

As noted at Council Meeting 18 June 2024 (CP04-06/24). The indicative overall project cost to deliver the New Sports Hub was estimated at $18.4 million inclusive of all project fees, construction works, infrastructure modifications and landscaping. An indicative breakdown of this costs is provided below:

Item Description (estimated allocations)	Cost
Allowance for Professional fees, miscellaneous charges, fees or other costs	$1,550,000
Allowance for Project Costs and Project Management City of Wanneroo	$1,300,000
Construction incl. headworks charges, application fees, fitout, contingencies, etc	$15,550,000
Total	**$18,400,000**

The project is currently listed in the City's Capital Works Budget (PR-4279 Wanneroo Recreation Centre, Wanneroo) and the draft Long-Term Financial Plan, which is being reviewed, as shown in the table below:

Year	Detail	Municipal Funds	Grants	Reserve	Total
2024/25	Detailed design	-	-	$32,800	**$32.800**
2025/26	Construction – Sport Hub Stage 1	$200,000	$5,000,000	$3,050,000	**$8,250,000**
2026/27	Construction – Sports Hub Stage 2	-	$10,100,000	-	**$10,100,000**
Total		**$200,000**	**$15,100,000**	**$3,100,000**	**$18,382,800**

A $5 million grant from the Department of Local Government, Sport, and Cultural Industries is currently being finalised, with the remaining $13.4 million to be provided by the City.

The listing outlined above does not include the funding required for the redevelopment of the existing Wanneroo Recreation Centre as a Community Hub.

The budget provisions are to be adjusted to accommodate the following services for the project:

- Tender No. 24149 for the Provision of Architectural and Specialist Consultancy Services for Wanneroo Recreation Centre - New Sports Hub;
- Tender No. 24148 for the Provision of Cost Planner Services for Wanneroo Recreation Centre - New Sports Hub; and
- City costs, disbursements, miscellaneous (other) fees, etc.

The award of tender requires the following budget provision costs to made as per the funding requirements for the current financial year and future years for these activities, excluding all costs associated with the construction:

Description	Budget Funding
Funding Provision required in 2024/25	$332,800
Funding Provision required in 2025/26	$550,000
Funding Provision required in 2026/27	$250,000

Further budget adjustment will be required to be made for the delivery stage of the project and will form part of future year budget discussions with Council. Budget adjustments required for the delivery of the scope of this tender have been listed for Council's consideration in the report on Tender 24149.

The Wanneroo Recreation Precinct has been identified as one of the City's top priority advocacy projects and included in the City's Connect Wanneroo 2025 Advocacy Campaign.

Voting Requirements

Simple Majority

Moved Cr Miles, Seconded Cr Huntley

That Council:-

1. **ACCEPTS the tender submitted by Rider Levett Bucknall WA Pty Ltd for Tender No. 24148 for the Provision of Cost Planner Services for Wanneroo Recreation Centre - New Sports Hub, for the lump sum price as identified within Confidential Memo 2 (Attachment 2) in accordance with the terms and conditions specified in the tender document; and**

2. **NOTES the information contained in the Confidential Memo 2 (Attachment 2) will be released via the City's website after a formal letter of Tender Award is issued to the successful tendered (as per item 1 above).**

CARRIED UNANIMOUSLY
13/0

For the motion: **Mayor Aitken, Cr Bedworth, Cr Coetzee Cr Figg, Cr Herridge, Cr Huntley, Cr Miles, Cr Nguyen, Cr Parker, Cr Rowe, Cr Seif, Cr Smith and Cr Wright**

Against the motion: **Nil**

This attachment is confidential and distributed under separate cover to all Council Members.	
Attachment 1 - 24148 Provision of Cost Planner Services for Wanneroo Recreation Centre - New Sports Hub - Confidential Memorandum 1	*24/387690*
Attachment 2 - 24148 Provision of Cost Planner Services for Wanneroo Recreation Centre - New Sports Hub - Confidential Memorandum 2	*24/391192*

Attachments:

1. *Attachment 1 - 24148 Provision of Cost Planner Services for Wanneroo Recreation Centre - New Sports Hub - Confidential Memorandum 1* *Confidential*
2. *Attachment 2 - 24148 Provision of Cost Planner Services for Wanneroo Recreation Centre - New Sports Hub - Confidential Memorandum 2* *Confidential*