

REF: CMI89/09

**TENDER NO. T09/23 FOR DESIGN, CONSTRUCTION, SUPPLY, DELIVERY AND INSTALLATION OF ONE FOUR (4) BEDROOM DEMOUNTABLE MANUFACTURED STRUCTURE FOR USE AS A MANAGER'S RESIDENCE AT CORRIMAL BEACH TOURIST PARK**

**Report of Manager Infrastructure (KA) 13/10/09**

**04.17.02.380**

**PRECIS**

This report is submitted in accordance with the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2005 and recommends the acceptance of a tender for Design, Construction, Supply, Delivery and Installation of one four-bedroom demountable manufactured structure for the use as a Manager's residence at Corrimal Beach Tourist Park.

**RECOMMENDATION**

- 1 In accordance with the Local Government (General) Regulation 2005, Clause 178 (1) (a), Council accept the tender of Timberline Cabins Pty Ltd - Option 2 for Design, Construction, Supply, Delivery and Installation of one four-bedroom demountable manufactured structure for the use of a Manager's residence at Corrimal Beach Tourist Park for the tendered sum of \$205,400.**
- 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.**

**BACKGROUND**

The existing Manager's residence at Corrimal Beach Tourist Park has been infested with white ants and a building dilapidation report recommended that the residence be replaced urgently. As part of the Corrimal Beach Tourist Park Master Plan provision was made for the replacement of the Manager's residence.

On 1 September 2009 Council sought tenders for design, manufacture and installation of a single level manufactured four-bedroom dwelling. Tenders were invited by the open tender method with a close of tenders at 10.00 am on Tuesday, 22 September 2009.

Four (4) tenders were received by the close of tenders and all tenders have been scrutinised and assessed by a Tender Assessment Panel comprising representatives of the Finance, Property and Recreation; Infrastructure (Project Delivery Unit) and Governance and Information Divisions.

The Tender Assessment Panel assessed all tenders in accordance with assessment criteria set out in the formal tender documents. A list of assessment criteria and weighting is set out in the following table.

**ITEM 6**

**Table 1 – Summary of Assessment Criteria and Weightings**

No.	Criteria	Weighting %
1	Cost to Council	40
2	Project Schedule	15
3	Quality of Design	25
4	Demonstrated experience in undertaking projects of similar size and scope	15
5	OH & S Documentation	5

The Tender Assessment Panel utilised a numerical 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 2 below summarises the results of the tender assessment and the ranking of tenders.

The overall summary of the Tender Assessment is as follows:

**Table 2 – Summary of Overall Tender Assessment**

Tenderer	Ranking
Timberline Cabins Pty Ltd – Option 2	1
Timberline Cabins Pty Ltd – Option 1	2
Timberline Cabins Pty Ltd – Option 3	3
Team Sales (Australia) Pty Ltd	4

#### **PROPOSAL**

Council should authorise the engagement of Timberline Cabins Pty Ltd, described as Option 2, to carry out the works 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**

- Members of the Tender Assessment Panel consisting of representatives from Finance, Property and Recreation; Infrastructure (Project Delivery Unit) and Governance and Information Divisions.
- Nominated Referees.

## FINANCIAL IMPLICATIONS

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

- Capital Budget 2009/10 – Tourist Parks

## CONCLUSION

Timberline Cabins Pty Ltd (Option 2) has submitted an acceptable tender to carry out the works. Council should endorse the recommendations of this report.

Name	Position Title
<b>Author:</b>	
Kathy Auld	Project Manager
<b>Authorised by:</b>	
Steve Marsh	Manager Infrastructure
John Shepherd	Acting Director Infrastructure + Works
David Farmer	General Manager

## ATTACHMENTS

There are no attachments for this report.