



8th February, 2002

EXTRAORDINARY COUNCIL MEETING

NOTICE IS HEREBY GIVEN THAT AN EXTRAORDINARY COUNCIL MEETING OF THE COUNCIL OF THE CITY OF RANDWICK WILL BE HELD IN THE COUNCIL CHAMBER, TOWN HALL, 90 AVOCA STREET, RANDWICK, ON TUESDAY, 12TH FEBRUARY, 2002 AT 6:00 PM.

- 1 Council Prayer**
- 2 Apologies**
- 3 Addresses to the Council by the Public**
- 4 Mayoral Minutes**
- 5 Director Assets & Infrastructure Services' Reports**
 - 5.1 DIRECTOR ASSET & INFRASTRUCTURE SERVICES' REPORT 2
11/2002 - EXPRESSION OF INTEREST - MANAGEMENT OF
COUNCIL PROPERTY.
 - 5.2 DIRECTOR ASSET & INFRASTRUCTURE SERVICES' REPORT 5
12/2002 - TENDER 13/01 - BROADARROW RESERVE,
MAROUBRA - CONSTRUCTION OF AMENITIES BUILDING.
- 6 Confidential Reports**
- 7 Committee-of-the-Whole**
- 8 Report of the Committee-of-the-Whole**
- 9 Notice of Rescission Motions**

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GENERAL MANAGER



Director Asset & Infrastructure Services' Report 11/2002

SUBJECT:	EXPRESSION OF INTEREST - MANAGEMENT OF COUNCIL PROPERTY
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DATE:	7 February, 2002	FILE NO:	98/S/4478
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REPORT BY: DIRECTOR ASSET & INFRASTRUCTURE SERVICES

INTRODUCTION:

To seek Council's approval to go to formal tender for Council's Real Estate Agent. Selected applicants taken from an Expression of Interest are included in this report.

BACKGROUND:

The Property Management section of the Randwick Council deemed it necessary to commence the process towards appointing one managing agent for Randwick Council's diverse property portfolio.

From probity point of view and management perspective it was decided to tender for one managing agent to assist Council to better manage its property portfolio. In addition, there is no formal deed of agreement with Council and a Managing Agent and no reviews of services as a result.

From a probity and property management perspective it is essential that Council take steps to formalise an agreement with one managing agent selected from a fair and unbiased tendering process according to a selected criteria.

On 9 January, 2002, approval was granted by the General Manager to call for Expressions of Interest for the provision of Real Estate services. A document was prepared entitled Expression of Interest EO1 No.01/02 with the assistance of Council's Contract Manager (*see appendix 1 EO1 No.01/02*)

It was decided on the basis of the Expression of Interest to choose suitable candidates to then enter into a formal tender situation.

As a result of an Expression of Interest was advertised in the local press, tenders.com and the "Sydney Morning Herald" on 14 January, 2002. In response 15 enquiries for Expression of Interest were received during a two-week period (*see Appendix 2.*)

By the close of the Expression of Interest on Tuesday 29 January, 2002, at 10am (7) submission were received for Real Estate services.

Prior to the completion of the EO1 document No. 01/02 an estimated criteria for the Expression of Interest was agreed upon by Manager Assets with the assistance of the Contracts Manager. The basis for choosing a successful candidate to go to tender was based purely on the information supplied in the returned Expression of Interest document and supporting evidence of skills, experience and the ability to support Council in its property portfolio management

Five (5) sets of criteria were chosen and given a value as follows:-

- The completion of the document requirements
- Property Management experience as outlined by in the submission Body Corporate services as available as found in the submission
- Body Corporate requirements
- Reporting requirements
- Market Valuation advice

Seven (7) Expressions of Interest out of fifteen enquiries were received and graded as follows:-

1. Preston Rowe 80%
2. Richard Wills 75%
3. Laing & Simmons 69%
4. James & Fear 64%
5. Carl Wilson 63%
6. Raine & Horne 61%
7. Professionals 42%

CONCLUSION:

Based on the selected criteria the following selected candidates are now provided for your information and approval:-

1. Preston Rowe Level 2, 12-14 O'Connell Street, Sydney NSW 2000
2. Richard Wills Suite 12c, 79 Oxford Street, Bondi Junction NSW 2000
3. Laing & Simmons, 6/9 Castlereagh Street, Sydney NSW 2000
4. James & Fear, 43 Belmore Road, Randwick NSW 2031
5. Carl Wilson, 7 Havelock Avenue, Coogee NSW 2034
6. Raine & Horne, 822 Anzac Parade, Maroubra NSW 2035

RECOMMENDATION:

That Council invite:-

1. Preston Rowe
2. Richard Wills
3. Laing & Simmons
4. James & Fear
5. Carl Wilson
6. Raine & Horne

to submit tenders for the provision of Real Estate agency services

ATTACHMENT/S:

1. Appendix 1 - EO1 Number 01-02
 2. Appendix 2 - Expressions of Interest
 3. Appendix 3 - Score Results
- ALL UNDER SEPARATE COVER

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MICK SAVAGE
DIRECTOR ASSET &
INFRASTRUCTURE SERVICES

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STEPHEN DAWE
PROPERTY MANAGER



Director Asset & Infrastructure Services' Report 12/2002

SUBJECT:	TENDER 13/01 - BROADARROW RESERVE, MAROUBRA - CONSTRUCTION OF AMENITIES BUILDING.
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Attachment A - Plan of Amenities Building

Attachment B - Assessment Matrix

DATE:	7 February, 2002	FILE NO:	98/S/4304
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REPORT BY: DIRECTOR ASSET & INFRASTRUCTURE SERVICES

INTRODUCTION:

In October 2001 Council called for a Registration of Interest to form a selected list of Tenderers for this project. The Registration of Interest process was in accordance with the Local Government (Tendering) Regulation (1993) and allowed for an expedient tender phase. After assessment the following contractors were included on the preselection list:

1. Barbo Pty Ltd
2. CBG Pty Ltd
3. Winterton Constructions Pty Ltd
4. Seven Ways Construction Pty
5. Safin Pty Ltd
6. Newington Constructions Pty
7. Eastpark Constructions
8. Bowen Geissler Pty Ltd.

In December 2001, Lump Sum tenders were invited from the prequalified experienced contractors to construct the Amenities Building at Broadarrow Reserve, Maroubra. The scope of works for the proposed building includes site preparation, connection to services, construction of a rendered and painted brick veneer building with colourbond roof on a concrete slab and external site works. The building itself has a floor area of approximately 103 m² and will house a garage/storeroom, lunchroom, office and toilet/shower facilities. A plan showing the layout for the amenities building is shown at Attachment A.

The tender closed on Tuesday 29th January 2002. At the close of tenders, eight (8) tenders had been received, consisting of all the preselected tenderers.

ISSUES

Tender Assessment

The selection criteria for this project was based on the following criteria:

- a) The quality of the Tender Submission
- b) Ability to meet construction programme
- c) OHS and Management and Quality systems
- d) Contractor's Ability
- e) Value for money and commercial compliance

The tender assessment matrix is contained at the end of this report as Attachment B.

Tenders were received from the following companies (in apparent order of price):

Tenders

Tenderers Lump Sum Amounts (excl.GST), in apparent order of price are as follows:

CONTRACTORS	LUMP SUM AMOUNT
1. Eastpark Constructions	\$ 234 157
2. Safin Pty Ltd	\$ 253 302
3. Winterton Constructions Pty Ltd	\$ 258 900
4. Seven Ways Construction Pty	\$ 274 360
5. Bowen Geissler Pty Ltd.	\$ 275 462.25
6. Barbo Pty Ltd	\$ 276 229
7. Newington Constructions Pty	\$ 355 241
8. CBG Pty Ltd	\$ 448 032.60

Selection Committee

The selection committee for the evaluation of the lump sum tenders was composed as follows:

Mr John Calvani - Parks & Recreation Co-coordinator
 Ms Kerry Colquhoun – Project Officer, Assets & Infrastructure
 Mr. Don Mann – Supply Coordinator, Contracts and Purchasing
 Mr. Simon Batt - Independent Assessor, Patterson & Britton & Partners Pty Ltd,
 Consulting Engineers

Discussion of Tenders

The pre-tender estimate for the project was in the range of \$250,000 to \$280,000. The two most expensive Tenderers (CBG Pty Ltd and Newington Constructions) were substantially above the estimate and were not assessed further. The least expensive tender was Eastpark Constructions (\$234 157).

The Selection Committee independently scored the Tenders for each category based on the scoring guideline provided by Manager, Contracts and Purchasing.

The Tender scores were as follows:

CONTRACTORS	ACCUMULATED SCORES
1. Safin Pty Ltd	80.1
2. Eastpark Constructions	31.9
3. Seven Ways Construction Pty	52
4. Winterton Constructions Pty Ltd	72.2
5. Bowen Geissler Pty Ltd.	69.9
6. Barbo Pty Ltd	55.5

Eastpark Constructions were the least expensive lump sum provided; they do not however have any recognized OH&S systems or quality systems in place and did not provide information on insurances. Therefore they scored very low in the assessment. Under current Council policy all Contractors must have in place minimal OH&S systems.

The Selection Committee deemed Safin Pty Ltd to be the lowest evaluated tender. This company scored the highest in the assessment and provided the second lowest lump sum (\$253 302). Safin Pty Ltd proposes a construction phase of 12 weeks, which fits suitably into the program required by Council.

Winterton Constructions submitted a competitive bid however they scored slightly less than Safin Pty LTD and were marginally more expensive. They also had a longer construction program than Safin for completion.

Other Tenders

The other tender for this project need not be further considered.

Project Funding

The works fall within the scope of the Maroubra Beach Plan of Management Works for which Council has allocated funds in the 2001-2002 budget together with financial assistance from the Department of Land & Water Conservation through its accelerated grants program.

CONCLUSION:

Evaluation of Tenderers against the specified evaluation criteria indicates that Safin Pty Ltd have submitted the best tender representing the best value to Council for this project.

Safin Pty Ltd have demonstrated extensive experience in this building construction and has good references, they are best positioned to deliver a quality result for this project.

RECOMMENDATION:

That

1. Council accept the tender submitted by Safin Pty Ltd of 123 Pymont St. Pymont 2009 for the Amenities Building, Broadarrow Reserve Maroubra Beach works, for the Lump Sum amount of \$ \$253 302 excluding GST, subject to the concurrence of the Department of Land & Water Conservation
- 2.

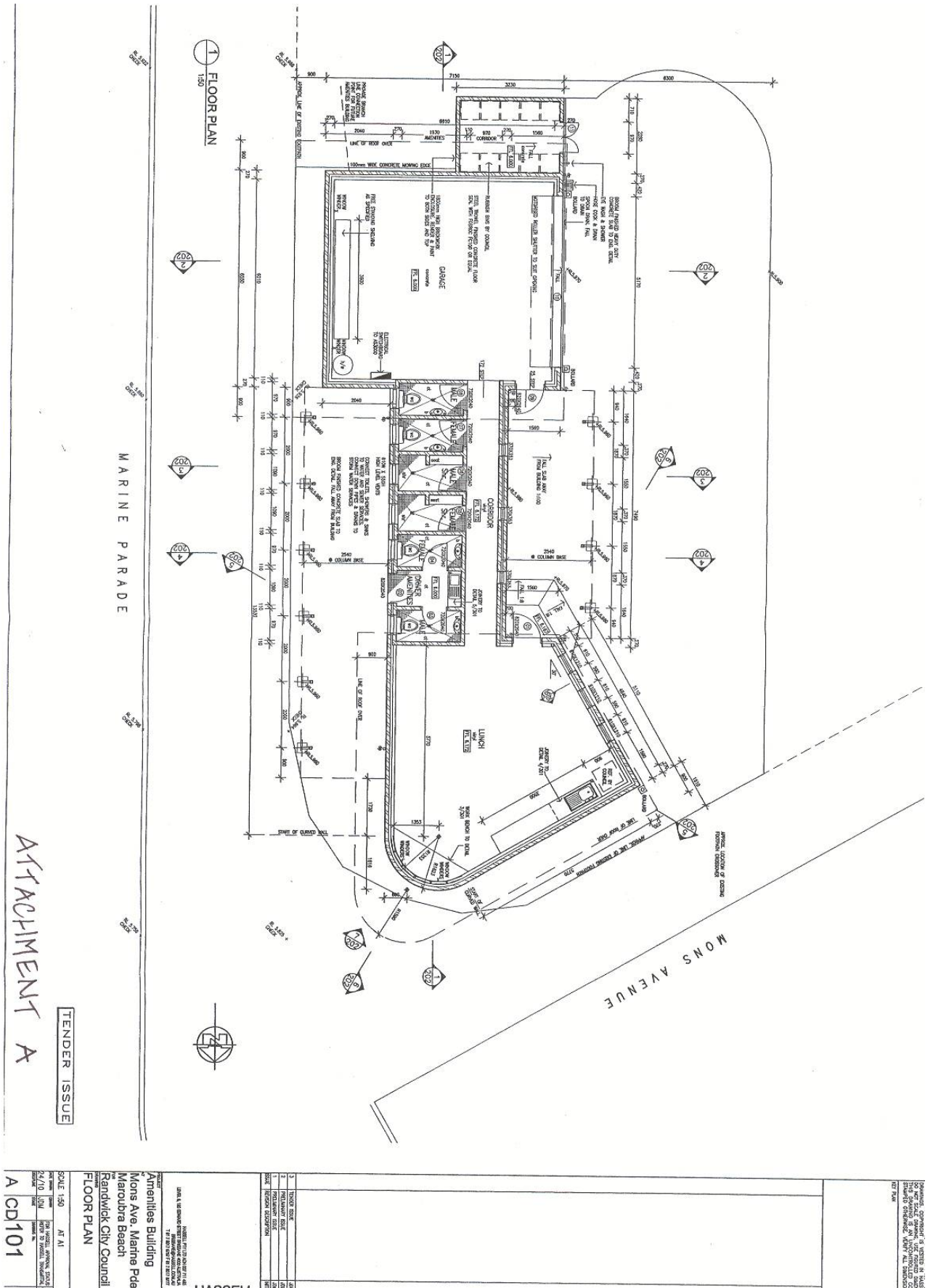
2. The unsuccessful tenderers be notified of the tender result.
3. The Mayor and General Manager be authorised to sign as necessary, contract and other documents pertaining to the scope of works and that Council's Seal be affixed as required.

ATTACHMENT/S:

Attachment A – Plan of Amenities Building
Attachment B - Assessment Matrix

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MICK SAVAGE
DIRECTOR ASSET &
INFRASTRUCTURE SERVICES

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JOHN CALVANI
COORDINATOR PARKS AND
RECREATION



ATTACHMENT B

RANDWICK CITY COUNCIL
 QUOTATION NO 1301
 BROADARROW RESERVE FACILITIES BUILDING
 EVALUATION SCORING GUIDE

DESCRIPTION	SPEC'N CL No	Weight	SCORING		
			100 - 81 %	80 - 61 %	60 - 41 %
General Requirements		10%			
Required Insurances		100%	Exceeds requirements	All insurance Policies verified	Policies to be verified
Completeness of Tender		100%	Exceeds the min. requirements	Meets the min. requirements	Partially meets the minimum
Compliance with Conditions of Contract		75%	Exceeds the min. requirements	Meets the min. requirements	Partially meets the minimum
SUB-TOTAL	(MAX)	275			
Programme		40%			
ion of construction by 16 weeks ie 18 June 2002		100%	2 week or more earlier than Required	1 week or more earlier than Required	More than 1 week later than Requirement
Supply of program		100%	Comprehensive programme supplied	Reasonable program supplied	No program supplied
SUB-TOTAL	(MAX)	200			
Contractors Ability		35%			
Quality of References		100%	Excellent reports from Referees	Good reports received from Referees	References unable to be checked
Quality of Previous Work List		50%	Exceeds requirements	Current experience on similar projects	No recent experience
Schedule of Key Personnel		100%	Comprehensive schedule	Reasonable information provided	No information required
Able to demonstrate OH&S capability		100%	Accredited OH&S policy	Working policy	No OH&S awareness demonstrated
management System Plans and Quality Systems		75%	Accredited Quality plans	Working policy	No management plan awareness demonstrated
SUB-TOTAL	(MAX)	425			
Financial capability		15%			
Comparison of Schedule of Rates		100%	Rates within expectation and Variation Charge low	Rates within expectation and Variation Charge moderate	Rates outside expectation and/or Variation Charge high leading to excess charges for variations
Financial capability		100%	Clearly able to support project	Likely to support project	Insufficient information
SUB-TOTAL	(MAX)	200			
TOTAL CREDIT POINTS	(MAX)	1100			
TOTAL CREDIT POINTS (%)	(MAX)	100%			

Don Mann
 Purchasing and Supply Superintendent

K Colquhoun

Simon Batt

John Calvani
 Parks & Recreation Coordinator

RANDWICK CITY COUNCIL
TENDER NO.13/01
BROADARROW RESERVE FACILITIES BUILDING
EVALUATION SCORES

DESCRIPTION	SPEC'N CL NO	Score Weight	East Park Cons P/L		Safin P/L		Winterton's Cons P/L		Seven Ways Const		Barbro Const P/L		BowenGeissler P/L		Remarks
			SCORE	CREDIT	SCORE	CREDIT	SCORE	CREDIT	SCORE	CREDIT	SCORE	CREDIT	SCORE	CREDIT	
General Requirements		10%	0	0	73	73	80	80	23	23	66	66	40	40	
Required Insurances		100%	50	50	83	83	80	80	60	60	26	26	70	70	
Completeness of Tender		100%	66	49.5	86	64.5	63	47.25	66	49.5	53	39.75	76	57	
Compliance with Conditions of Contract		75%													
SUB-TOTAL		(MAX)	4		8		8		5		5		6		
Programme		275													
Completion of const by 16 weeks		40%	20	20	95	95	60	60	60	60	80	80	96	96	
Supply of program		100%	0	0	60	60	60	60	47	47	80	80	63	63	
SUB-TOTAL		(MAX)	4		31		24		21		32		32		
Contractors Ability		200													
Quality of references		35%	70	70	80	80	70	70	60	60	65	65	70	70	
Quality of previous work list		100%	60	30	70	35	93	46.5	73	36.5	53	26.5	73	36.5	
Schedule of Key Personnel		50%	57	57	80	80	80	80	53	53	83	83	50	50	
Able to demonstrate OH&S capability		100%	0	0	85	85	80	80	35	35	15	15	40	40	
Able to demonstrate accredited management and quality systems		75%	7	5.25	86	64.5	96	72	50	37.5	50	37.5	75	56.25	
SUB-TOTAL		(MAX)	13		28		29		18		19		21		
Financial Capability		425													
Assessment of Schedule of Rates		15%	0	85	90	90	70	70	60	60	0	0	70	70	
Financial capability to undertake the Project		100%	61	61	80	80	90	90	40	40	0	0	80	80	
SUB-TOTAL		(MAX)	11		13		12		8		0		11		
TOTAL CREDIT POINTS		(MAX.)													
TOTAL CREDIT POINTS		(MAX.)	32		80		72		52		55		70		
TOTAL CREDIT %		(MAX.)	31.9%		80.1%		72.2%		52.0%		55.5%		69.9%		

John Calvani
Parks & Recreation Coordinator

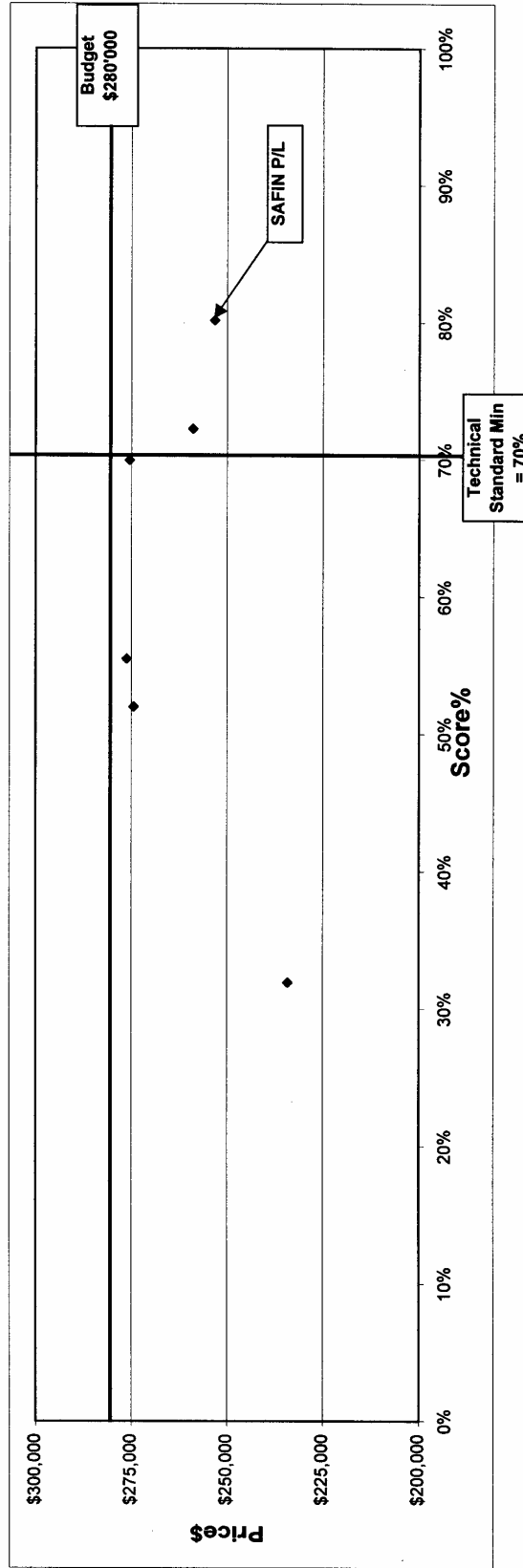
Simon Batt

K Colquhoun

Don Mann
Purchasing and Supply Superintendent

RANDWICK CITY COUNCIL
TENDER NO 13/01
BROADARROW RESERVE FACILITIES BUILDING
COST/NEEDS ANALYSIS

DESCRIPTION	SPECN CL NO	East Park Const P/L	Safin P/L	Winterton's Const P/L	Seven Ways Const	Barbro Const P/L	BowenGeissler P/L	Remark
1. Tender Price		\$234,157.00	\$253,302.00	\$258,900.00	\$274,360.00	\$276,229.00	\$275,462.25	
2. Adjustments for Conformance								
3								
Specification Score		31.9%	80.1%	72.2%	52.0%	55.5%	69.9%	
Adjusted Tender Price		\$234,157	\$253,302	\$258,900	\$274,360	\$276,229	\$275,462	



John Calvani
Parks & Recreation Coordinator

Simon Batt

K Colquhoun

Don Mann
Purchasing and Supply Superintendent

Tender\Evaluation\QuantitativeProcess\Broadarrow\JC

7/02/02