

8 CONTRACT 19/44 - ENGINEERING DESIGN AND TECHNICAL SERVICES FOR UPGRADING OF UNSEALED LOCAL ROADS - SPECIAL CHARGE SCHEME

FILE REFERENCE INT2019433

RESPONSIBLE GENERAL MANAGER Peter Benazic

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RECOMMENDATION

That:

- The tenders submitted by; LR Pardo & Associates, HDS Australia, Procivil Consulting Engineers, FMG Australia, Cardno Victoria, Paroissien Grant & Associates, Taylors Development Strategists, and Creo Consultants be accepted for CT19/44 - Engineering Design and Technical Services for Upgrading of Unsealed Local Roads - Special Charge Scheme for an initial period of four (4) years with two (2) x three (3) year extension options;
- The remaining tenderers be advised accordingly and;
- The common seal of the Council be affixed to the contract documents.

Attachments

1 Confidential Memorandum - Circulated to Councillors only 5 Pages

EXECUTIVE SUMMARY

Tenders have been sought for Engineering Technical Services for the federally funded 'Sealing of Unsealed Roads in the Dandenong Ranges and Surrounds' program (Federal Program) to:

- streamline procurement across the Infrastructure Services and Environment teams,
- ensure Cardinia has access to competitively priced engineering technical services throughout the 10 year life of the project, and
- ensure compliance with the Local Government Act relating to the public tender of works for procurement of services.

This contract focuses on the engagement of specialists for engineering services related to road and drainage design, as well as consultancy for implementing a special charge scheme. This contract will supplement our existing Engineering Technical Services Panel (CT16/06).

This report provides consideration for the appointment of a panel of consultants to undertake the services required under CT19/44 - Engineering Design and Technical Services for Upgrading of Unsealed Local Roads - Special Charge Scheme for a period of four (4) years with two (2) x three (3) year extension options.

It is recommended that the selected 6 tenderers will provide a good balance of technical service and availability for the delivery of Council projects in relation to the Federal Program and other capital works.

BACKGROUND

Tenders have been sought for Engineering Technical Services in response to the Federal Program to:

- streamline procurement across the Infrastructure Services and Environment teams,
- ensure Cardinia has access to competitively priced engineering technical services throughout the 10 year life of the project, and
- ensure compliance with the Local Government Act relating to the public tender of works for procurement of services.

This contract focuses on the engagement of specialists for engineering services related to road and drainage design, as well as consultancy for implementing a special charge scheme. This contract will supplement our existing Engineering Technical Services Panel (CT16/06).

The contract is for an initial period of four (4) years with two (2) x three (3) year extension options.

Tenders for a schedule of rates contract were advertised in The Age. Responses were received from fifteen (15) tenderers of which eight (8) are recommended for acceptance.

Tenders were asked to provide an hourly rate for seven (7) activity categories, which were further broken down into specific tasks. Tenderers had the option to submit rates for any number of activities to reflect their firm's specialisation. The scope of these activities are summarised below:

- Activity 1 - Infrastructure and Engineering Investigation and Support:
 - Prepare reports on engineering matters for submission to Council.
 - Consult with Superintendent or his delegate to determine priorities and liaise with Statutory Authorities as required.
 - Undertake preliminary investigation and survey to establish concept plans and preliminary estimates.
 - Provide Professional support where requested.
- Activity 2 - Scoping and Development of Brief
 - Consult with Council staff and others to develop design parameters for specific works.
 - Check preliminary construction estimates that will form the basis of fee negotiations for design, documentation and contract administration.
 - Prepare a final, written, briefing document including sketch plans where necessary, for submission to selected Panel members for fee negotiation.
- Activity 3 - Preparation of Strategies - Scoping and Development of Brief
 - Consult with Council staff and others to develop the parameters for the Strategy.
 - Assemble all relevant documentation references to enable the Strategy to be prepared.
 - Prepare a final, written, briefing document including sketch plans where necessary.
- Activity 4 - Preliminary Consultation
 - Investigate and prepare Special Charge Schemes in accordance with Cardinia Shire Council policy and relevant legislation.
- Activity 5 - Preliminary Design
 - Prepare a preliminary design for Special Charge Schemes in accordance with Cardinia Shire Council policy and relevant legislation.
- Activity 6 - Detailed Design and Preparation of Tender Documents
 - Prepare full design and documentation of works, preparation of all tender documents including full set of plans, specifications, schedules, bill of quantities, estimates, reports, consultancy advice, authority approvals and any other document required for the successful delivery of the Special Charge Schemes or other projects
- Activity 7 - Project Management

- Project Management of Special Charge Schemes and Special Projects including: road construction and rehabilitation, reserve development and improvements, and drainage improvements to roadways, private properties, and reserves.

Tenderers had the option to submit rates for any number of Activities to reflect their firm's specialisation.

Tenders were evaluated against the stipulated criteria of Pricing and Value for Money, Compliance with Conditions of Contract, Compliance with Specifications, Capability and Capacity, Relevant Experience and Past Performance, Quality Systems, Customer Service, OHS, Financial Viability, Condition of Contract, Location and Insurance.

The selected eight (8) tenders will provide a good balance of technical service and availability for the delivery of council projects and programs including Engineering and Environmental Projects.

POLICY IMPLICATIONS

Nil.

RELEVANCE TO COUNCIL PLAN

The appointment of consultants under this contract will ensure Council's capacity to deliver new infrastructure projects in relation to the SURDRS program in accordance with the following Council Plan actions:

- Upgrade Council roads to improve safety while considering the traffic demand of the community.
- Continue the use of special charge schemes to finance road and drainage improvement programs.

CONSULTATION/COMMUNICATION

An internal assessment was undertaken to identify the services required to supplement Councils Engineering and Environmental expertise and will assist Council Officers deliver projects on behalf of the community

Community consultation will be undertaken based on the requirements of each individual project or program.

FINANCIAL AND RESOURCE IMPLICATIONS

Prices have been sought on a schedule of rates basis. This contract does not guarantee work or prevent Council from engaging consultants outside of the contract. There is no fixed financial implication resulting from the award of these contracts.

Services provided under this contract will be subject to program budget and will be approved in line with the thresholds in Councils Delegated Authority Policy. The selection of individual consultants for any particular project will be based on tender price, the availability of the consultant and the level of service provided by the consultant.

CONCLUSION

It is recommended that the tenders submitted by LR Pardo & Associates, HDS Australia, Procivil Consulting Engineers, FMG Australia, Cardno Victoria, Paroissien Grant & Associates, Taylors Development Strategists, and Creo Consultants be accepted for CT19/44 - Engineering Design and Technical Services for Upgrading of Unsealed Local Roads - Special Charge Scheme.