

## 6.4.2 Facility Management & Maintenance Contracts - Interim Agreements

**Responsible GM:** Debbie Tyson  
**Author:** Melissa Nichols

### Recommendation(s)

That Council;

1. Approves the month-to-month extension of the Cleaning and Internal Waste Contract 18-03 - Pickwick Group Pty Ltd.
2. Acknowledges that Contract No. 17-13 Facility Management and Maintenance - Campeyn Group Pty Ltd expires with no further extension on 30 June 2024.

### Attachments

Nil

### Executive Summary

The Cleaning and Internal Waste Contract 18-03 concluded on Friday, 22 December 2023. The retendering of this contract has been significantly delayed through necessary review of the existing contract conditions and relevant changes in the service model.

The Facility Management and Maintenance Contract 17-13 is scheduled to expire on Sunday, 30 June 2024.

Council Officers are developing the necessary contract documentation to undertake appropriate procurement activities in sourcing relevant contractors to support the delivery of these critical services

### Background

#### Cleaning and Internal Waste - Contract 18-03

In July 2018, Council entered a Cleaning and Internal Waste Services Contract with an initial 3-year term and the options for contract extensions of 2 x 1-year. Pickwick Group was the awarded contractor for the Cleaning and Internal Waste Services across

The contract concluded on Friday, 22 December 2023. Following its completion, and with the necessary review and preparation to procure these services under a new contract. Implementing a month-to-month arrangement will provide the necessary time to undertake due diligence in conducting the procurement process, while ensuring our facilities remain fit for staff and community use.

#### Facility Management and Maintenance 17-13

In January 2017, three participating Councils, Dandenong, Yarra Ranges and Cardinia, agreed to jointly tender for Facilities Management and Maintenance Services.

Campeyn Group Pty Ltd successfully appointed as the Facilities Maintenance contractor for all three Council's. The accepted tender had a term of 3 years with the option of three x 2-year extensions. The contract has reached it's last extension in accordance with the contract terms.

Since each contract was executed, Council has experienced significant increases in facilities that require Facilities Maintenance and Management services. Additionally, improvements in lease agreements have resulted in necessary changes to these services. A comprehensive review of the services scope, specification and conditions are being conducted in preparation for procuring the required services.

Council Officers in discussions with Campeyn Group have concluded that effecting a month-to-month agreement in extending the Facilities Management and Maintenance contract is not viable.

### **Policy Implications**

The following policies form part of and support the considerations made within this report.

- Building Maintenance Policy
- Public Toilet Strategy
- CCTV Policy
- Supplier Code of Conduct

### **Relevance to Council Plan**

#### **1.1 We empower our communities to be healthy, connected and resilient**

1.1.1 Plan for, and support the delivery of, accessible health and social services that address critical gaps in provision.

1.1.5 Work closely with the community to deliver programs that build community resilience, relating to a pandemic or other disasters.

#### **2.1 We support the creation of liveable spaces and places**

2.1.1 Advocate, plan for and deliver accessible community infrastructure and services that address community need.

2.1.2 Plan and maintain safe, inclusive and connected open spaces, places and active travel routes.

#### **3.1 We value our natural assets and support our biodiversity to thrive**

3.1.2 Actively move towards zero waste through increasing waste recovery and reuse.

3.1.4 Plan and advocate for better water cycle planning and management to reduce environmental impacts.

#### **4.1 We support our productive land and employment land to grow local industries**

4.1.5 Strengthen and promote our shire's unique identity and visitor attractions.

#### **5.1 We practise responsible leadership**

5.1.2 Manage our finances responsibly and leave a positive legacy for future generations.

5.1.4 Maximise value for our community through efficient service delivery, innovation, strategic partnerships and advocacy.

### **Climate Emergency Consideration**

The Cleaning and Internal Waste Contract has been developed to consider Council's Climate Change strategies, through the purchasing of environmentally sustainable products.

The existing Facility Management and Maintenance Contract was developed with consideration to Council's Climate Change strategies. Our commitment remains aligned with climate change

principles. This entails prioritising the use of environmentally friendly products and chemicals throughout service lifecycles to mitigate impacts on the community and Council.

### **Consultation/Communication**

Buildings and Facilities consults with stakeholders to obtain feedback on the performance and quality of the services delivered. This feedback has been utilised to further understand how these contracts are currently performing and the improvements which can be introduced to meet the expectations of Council and the community.

Feedback received indicates that although recent improvements on service delivery across both contracts has been experienced, Council Officers are actively working to improve service delivery.

### **Financial and Resource Implications**

Utilising a month-to-month arrangement provides Council with the flexibility and control over future expenditure. The approach allows for the effective review and implementation of improved service agreements. Looking ahead, this initiative strikes a balance between short term execution and long-term stability.

The future service model will see a controlled and planned approach to expenditure and delivery. The revised service model will improve the team's ability to monitor and appropriately engage suppliers, creating efficiencies and provide a value for money outcome

### **Conclusion**

The month-to-month extension of the current cleaning and internal waste contracts will support continuity of the current services being delivered, whilst allowing sufficient time for procuring the contractors required to deliver the revised service model.

The Facility Management and Maintenance Contract 17-13 will cease on the 30 June 2024, Council Officers are progressing to procure essential services under individual service agreements.