

ORDINARY MEETING	13
5 JUNE 2024	

PREFERRED SUPPLIER ARRANGEMENT (PSA) 2948 – LANDSCAPE MAINTENANCE – SMITHFIELD VILLAGE

63/1/411 | #7421167

RECOMMENDATION:

That Council:

1. **Awards Preferred Supplier Arrangement (PSA) 2948 Landscape Maintenance Smithfield Village and appoints Bama Facilities Maintenance Pty Ltd as first preference for Separable Portions 1, 2 and 3; Pinnacle Landscape Solutions as second preference to Separable Portion 1; and Ausfield Services as second preference to Separable Portion 2 based on a Schedule of Rates, for a term of two years commencing 1 July 2024, with two extension options of up to 12 months each available at Council’s discretion.**
2. **Delegates authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to enter into contract, negotiate, finalise and execute any and all matters associated with or in relation to this contract subject to Council’s normal procurement policies and practices.**

INTERESTED PARTIES:

- O and E Blacklock Pty Ltd, trading as Ausfield Services
- Bama Facilities Maintenance Pty Ltd
- Green Options Pty Ltd
- The Trustee for Parsons Family Trust, trading as Pinnacle Landscape Solutions

EXECUTIVE SUMMARY:

Council has an existing Preferred Supplier Arrangement (PSA) 2774 for the landscaping maintenance of Smithfield Village. The services provided under this PSA comprises the landscape maintenance of Smithfield Village located off Reed Road along Smithfield Village Drive, Trinity Park. The landscape component includes grassed areas, garden beds, roundabouts, street trees and public parks and playgrounds, but excludes irrigation. The existing PSA 2774 is due to expire on 30 June 2024 and has no remaining extension options available. To ensure continuation of maintenance services, a public tender process was conducted to establish a new PSA.

Tenders were invited for the Landscape Maintenance, Smithfield Village under a new PSA (2948). PSA 2948 is recommended for a term of two years, with two extension options of up to 12 months each, at Council’s discretion. Following the evaluation process, the panel recommends Bama Facilities Maintenance Pty Ltd to be appointed to PSA 2948 – Landscape Maintenance Smithfield Village as first preference for Separable Portions 1, 2 and 3. Pinnacle Landscape Solutions are recommended to be appointed as

second preference to Separable Portion 1 and Ausfield Services are recommended to be appointed as second preference to Separable Portion 2. The Contractors have been recommended on the basis of their tender offered, competitive rates, demonstrated resources and experience in carry out the services.

The anticipated annual spend for the initial two year term is covered under the operational budget for Community Spaces.

BACKGROUND:

Council invited tenders pursuant to section 228 and section 233 of the *Local Government Regulation 2012* (Qld) (Regulation).

The tender was advertised on 25 March 2024 and closed on 19 April 2024. Tenders were received from each of the tenderers identified below:

- Bama Facilities Maintenance Pty Ltd
- Green Options Pty Ltd
- O and E Blacklock Pty Ltd, trading as Ausfield Services
- The Trustee for Parsons Family Trust, trading as Pinnacle Landscape Solutions

In selecting the successful Tenderer, the evaluation panel had regard to the sound contracting principles in accordance with section 104 of the *Local Government Act 2009* (Qld). Each tender submission was checked for conformance and evaluated and scored by the evaluation panel based on standard qualitative criteria, which included the following:

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|--|-----|
| • Criteria A - Business Profile (Local, Social and Sustainability) | 10% |
| • Criteria B - Relevant Experience and Availability | 15% |
| • Criteria C - Key Personnel and Subcontractors | 15% |
| • Criteria D - Resources and Management Systems | 5% |
| • Criteria E - Methodology and Understanding | 15% |
| • Criteria F - Value for Money | 40% |

The evaluation panel consisted of:

- Supervisor Landscape Services North, Community Spaces
- Contractor Engagement Officer, Community Spaces
- Supervisor, Open Space, Community Spaces

COMMENT:

The existing PSA (2774) is split into two separate landscape maintenance areas (Area 1 and Area 2).

Council will during 2024 take back the landscape management of the following stages:

- Stage 27 – completed and due to be handed over to Council – Kuridala Terrace
- Stage 28 - due 15 September 2024 (no park)
- Stage 29 – due 5 April 2024 (no park)

- Stage 33 – due 28 September 2024 (no park)

These four stages will make up a third separable Portion (Area 3).

Indicative rates have been obtained for these areas as part of the tender for Area 3 to encompass these new stages progressively during the term of the PSA.

OPTIONS:

Option 1: (Recommended)

It is recommended that Council:

Awards Preferred Supplier Arrangement (PSA) 2948 Landscape Maintenance, Smithfield Village and appoints Bama Facilities Maintenance Pty Ltd as first preference for Separable Portions 1, 2 and 3, Pinnacle Landscape Solutions as second preference to Separable Portion 1 and Ausfield Services are as second preference to Separable Portion 2, based on a Schedule of Rates, for a period of two years commencing 1 July 2024, with two extension options of up to 12 months each, available at Council's discretion.

Option 2:

It is recommended that Council does not endorse PSA 2948 Landscape Maintenance, Smithfield Village and adopts an alternative course of action.

CONSIDERATIONS:

Risk Management:

Council has minimal exposure to risk with regards to the Contractor recommended to PSA 2948 for both Areas 1, 2 and 3 as this Contractor has a long established working relationship with Council, suitably experienced and is appointed to the current PSA and has a good working relationship with Council. Council also has the ability to utilise the second preference suppliers if Bama Facilities Maintenance Pty Ltd are unavailable or service issues are experienced.

Council Finance and the Local Economy:

There is sufficient budget currently allocated for these works. Works may also be varied according to demand and available budget.

All Contractors are local Cairns based companies, employing local staff so there will be ongoing benefits to the local economy under this arrangement.

Corporate and Operational Plans:

The services forming the basis of this report relate to the following goals in Council's Corporate Plan 2021 to 2026:

- Robust Economy: "Supporting a diversified and resilient economy"; and
- Community and Culture: "Fostering a vibrant and healthy community where everyone feels they belong".

Statutory:

This tender process has been conducted in accordance with legislative requirements under the *Local Government Act 2009* and the *Local Government Regulation 2012*.

Policy:

The tender process was undertaken in accordance with Council's adopted Procurement Policy.

CONSULTATION:

Business managers within Community Spaces and relevant teams were consulted as they are the major users of the landscaping maintenance PSA. Procurement and Payables Branch facilitated the tender and provided probity and guidance on the evaluation process.

ATTACHMENTS:

Nil



Tim Dendle
Executive Manager Community Spaces



Destry Puia
Director Lifestyle and Community