



**14.2** **AWARD OF PANEL OF CONTRACTORS TO PROVIDE ELECTRICAL SERVICES**

**EXECUTIVE MEMBER:** **CHRIS CARROLL, GENERAL MANAGER, CUSTOMER, OPERATIONS AND INFRASTRUCTURE**

**PREPARED BY:** **LACHLAN JOHNSON, EXECUTIVE MANAGER CONSTRUCTION, CONTRACTS AND OPERATIONS**

**DONNA D'ALESSANDRO, MANAGER MAINTENANCE & OPERATIONS**

**JIM MACLEAN, COORDINATOR BUILDING MAINTENANCE**

**1. PURPOSE**

1.1 To seek Council's approval to enter into Contract 000025 – Electrical Services Panel with Sundancer Cruz ATF DOAS Family Trust T/As Alert Electrical Group and The Trustee for JMD Electrics Family Trust T/As JMD Electrics (Australia).

**2. EXECUTIVE SUMMARY**

- 2.1 The previous contract for Council's Electrical Services Panel expired on 12 January 2021, an extension was approved to allow the current evaluation process be completed. The new contract is proposed to run until 9 May 2024. It is a three-year term with no extension options.
- 2.2 This contract will provide scheduled and reactive electrical services across Council's assets. Scheduled electrical maintenance ensures statutory regulations and standards are met, while providing a safe and welcoming environment for our community.
- 2.3 The estimated contract value is \$1,500,000 exclusive of GST for the full three-year term. The contract sum is calculated on a schedule of rates and is based on Council's historical spend on reactive and scheduled maintenance works.

**3. RECOMMENDATION**

That Council:

- 3.1 Enters into Contract 000025 Electrical services with Sundancer Cruz ATF DOAS Family Trust T/As Alert Electrical Group and The Trustee for JMD Electrics Family Trust T/As JMD Electrics (Australia) for a three-year period commencing 10 May 2021 with no further extension option.
- 3.2 Affixes the Common Seal of the Port Phillip City Council to Contract 000025 between Council and Sundancer Cruz ATF DOAS Family Trust T/As Alert Electrical Group and The Trustee for JMD Electrics Family Trust T/As JMD Electrics (Australia).

**4. KEY POINTS/ISSUES**

- 4.1 In accordance with the provisions of the Local Government Act 2020, a public procurement process has been conducted for the proposed service. The tender was advertised in the Age 17 October 2020 and closed on 6 November 2020.
- 4.2 The proposed panel contract is for a three-year term with no extension options commencing on 10 May 2021.
- 4.3 The composition of the Tender Evaluation (TEP) is set out in Table 1.



<b>TABLE 1: COMPOSITION OF TEP</b>	
<b>Name</b>	<b>Title</b>
Jim Maclean	TEP Chairperson - Coordinator Building Maintenance
Nick Dunstan	Coordinator Service Transformation
Jeanene Simmons	Contracts & Procurement Advisor
David Long	Building Maintenance Officer
<b>COMPOSITION OF TECHNICAL REFERENCE GROUP</b>	
<b>Name</b>	<b>Title</b>
Anne Dalton	External Probity Advisor

- 4.4 All TEP members signed the standard form indicating they had no conflict of interest to declare and would keep the tender information confidential.
- 4.5 The evaluation criteria and weightings are detailed in Table 2:

<b>TABLE 2: TENDER EVALUATION CRITERIA</b>	
<b>Filter Criteria</b>	<b>Pass/fail</b>
<b>OHS Management system to AS/NZS ISO 45001 or equivalent</b>	
<b>Criteria</b>	<b>% Weighting</b>
Price	40
Capacity to meet the requirements of the specification	20
Relevant experience and track record	20
Environmental Management	10
Corporate Social Responsibility <ul style="list-style-type: none"> <li>• Environmental Sustainability</li> <li>• Social Responsibility</li> </ul>	10

- 4.6 Council received a total of thirteen submissions in response to the tender. Details are shown in Table 3.
- 4.7 All tender submissions were conforming and were forwarded for consideration.



TABLE 3: (PRE - BAFO PRICES)		
NO.	Tenderer's Name	
1	Tenderer A	\$484,691.60
2	Sundancer Cruz ATF DOAS Family Trust T/As Alert Electrical Group	\$423,165.08
3	Tenderer C	\$449,856.00
4	Tenderer D	\$321,236.00
5	Tenderer E	\$731,946.80
6	Tenderer F	\$438,253.20
7	The Trustee for JMD Electrics Family Trust T/As JMD Electrics (Australia)	\$355,602.00
8	Tenderer H	\$556,512.00
9	Tenderer I	\$470,382.00
10	Tenderer J	\$611,672.60
11	Tenderer K	\$625,920.00
12	Tenderer L	\$521,156.60
13	Tenderer M	\$364,014.00

4.8 The TEP assessed the tender submissions against the evaluation criteria. A summary of the results is presented in Table 4:

TABLE : WEIGHTED SCORE		
NO.	Tenderer's Name	
1	Tenderer A	645.11
2	Sundancer Cruz ATF DOAS Family Trust T/As Alert Electrical Group	783.65
3	Tenderer C	675.63
4	Tenderer D	740.00
5	Tenderer E	525.55
6	Tenderer F	703.20
7	The Trustee for JMD Electrics Family Trust T/As JMD Electrics (Australia)	801.34

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 21 APRIL 2021



8	Tenderer H	610.89
9	Tenderer I	613.17
10	Tenderer J	570.07
11	Tenderer K	625.29
12	Tenderer L	576.56
13	Tenderer M	682.99

- 4.9 Following the initial evaluation, the TEP shortlisted the top four scoring tenderers to proceed to interview. Virtual interviews were held with tenderers Sundancer Cruz ATF DOAS Family Trust T/As Alert Electrical Group and The Trustee for JMD Electrics Family Trust T/As JMD Electrics (Australia), Tenderer D and Tenderer F on 18 January 2021.
- 4.10 Following the interview process, the TEP invited the shortlisted tenderers to submit a Best and Final Offer (BAFO) on 19 January 2021. JMD Electrics (Australia) had no change to price, Alert Electrical group no change to price, and Tenderer D made a minimum change to their price. Tenderer F made a minimum change to their price. The panel made some minor scoring adjustments for Tenderer D based on information provided at interview.
- 4.11 The TEP then discussed the pre and post interview scores for JMD Electrics (Australia), Alert Electrical Group, Tenderer D and Tenderer F. Minor changes were made in the scores for JMD Electrics (Australia), Alert Electrical Group and Tenderer D and Tenderer F as all confirmed their capability and experience at interview.
- 4.12 Adjusted final weighted scores after the Best and Final Offers (BAFO) are shown in Table 5:

TABLE 5: FINAL WEIGHTED SCORE		
NO.	Tenderer's Name	
1	Tenderer A	644.25
2	Sundancer Cruz ATF DOAS Family Trust T/As Alert Electrical Group	782.67
3	Tenderer C	674.71
4	Tenderer D	700.00
5	Tenderer E	524.98
6	Tenderer F	708.22
7	The Trustee for JMD Electrics Family Trust T/As JMD Electrics (Australia)	800.14
8	Tenderer H	610.14



9	Tenderer I	612.28
10	Tenderer J	569.39
11	Tenderer K	624.62
12	Tenderer L	575.76
13	Tenderer M	681.85

- 4.13 Given the above points and the natural break between the top two tenderers and the rest of the field, it was agreed by the TEP that Sundancer Cruz ATF DOAS Family Trust T/As Alert Electrical Group and The Trustee for JMD Electrics Family Trust T/As JMD Electrics (Australia), should be recommended for appointment to the Electrical Services Panel.
- 4.14 A key point of difference between the shortlisted tenderers were as follows outlining a commitment to social employment with CSR strategies;
- Both tenderers source the majority of their equipment from local businesses
  - One tenderer currently discounts services to organisations providing services for the disadvantaged and not for profit organisations including Active Community Housing Ltd who provide housing for disadvantaged members of the Port Phillip Community
  - One tenderer purchases 90% of their stock from MMEM group who employ 2% indigenous employees.
- 4.15 A financial evaluation was conducted on the two recommended tenderers through the Illion Tenderlink Commercial Portal. A standard Risk of Failure Report confirmed that both contractors have a low probability of failure in the next 12 months.
- 4.16 Reference checks were also conducted on 2 February 2021 by a member of the TEP. Referee replies for both companies confirmed their credentials and experience to carry out the work required for this service.
- 4.17 Accordingly, the tenderers submitted by Sundancer Cruz ATF DOAS Family Trust T/As Alert Electrical Group and The Trustee for JMD Electrics Family Trust T/As JMD Electrics (Australia) are deemed to be the most advantageous to Council.

## 5. CONSULTATION AND STAKEHOLDERS

- 5.1 The electrical services in Council buildings contributes to the safety and compliance requirements of our assets ensuring our buildings users feel safe and welcomed.
- 5.2 Consultation was undertaken to ensure that the service would help to prolong the useful life of assets and meet general community group expectations.

## 6. LEGAL AND RISK IMPLICATIONS

- 6.1 The provision of electrical services is a key function of Council's commitment to maintaining its assets for the use of the community.
- 6.2 The tendering process for the Electrical Service Panel Contract was being overseen by an independent probity advisor.



- 6.3 The appointed contractors are required to hold insurance policies of \$20,000,000 public liability cover and \$5,000,000 professional indemnity insurance.
- 6.4 The appointed contractors will be required to adhere with ISO Certification standards for Occupational Health and Safety, Risk and Quality Assurance.

## **7. FINANCIAL IMPACT**

- 7.1 The approved budget (excluding GST) for the Electrical service Panel contract incorporates both the allocated labour, projected plant and material cost based on historical spend. The total projected contract spend over the 3 year term is therefore anticipated at \$1,500,000.
- 7.2 The execution of this panel contract will capitalise on Council's recent investment in the Customer Experience Program. This will enable scheduled and reactive works to be accurately tied to Council's assets. This will help to ensure appropriate investment spend across the vast asset portfolio.

## **8. ENVIRONMENTAL IMPACT**

- 8.1 The service specifications for this contract have been structured to place requirements on contractors to limit impacts from their operations on the environment.
- 8.2 The evaluation process included an assessment of the submitter's response to the corporate social responsibility criteria.
- 8.3 Sundancer Cruz ATF DOAS Family Trust T/As Alert Electrical Group and The Trustee for JMD Electrics Family Trust T/As JMD Electrics (Australia), both have third party Environmental policies and plans.
- 8.4 Both companies provided information on their Corporate Social Responsibility with their commitment to local community and employment opportunities.

## **9. COMMUNITY IMPACT**

- 9.1 Maintaining Council buildings and assets ensures a positive user experience.
- 9.2 Scheduled and reactive maintenance services help to incrementally uplift Council's building portfolio to ensure they remain fit for purpose.

## **10. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY**

- 10.1 Service specification's for the contract and associated tender process have been developed to align within the following strategic direction as outlined in the Council Plan 2017 - 2027
- 10.2 Direction 3 – We have smart solutions for a sustainable future.

## **11. IMPLEMENTATION STRATEGY**

### **11.1 TIMELINE**

- 11.1.1 It is recommended that Council awards the proposed panel contract to Sundancer Cruz ATF DOAS Family Trust T/As Alert Electrical Group and The Trustee for JMD Electrics Family Trust T/As JMD Electrics (Australia).

### **11.2 COMMUNICATION**

- 11.2.1 Contract documentation will be prepared and forwarded to Sundancer Cruz ATF DOAS Family Trust T/As Alert Electrical Group and The Trustee for JMD



# MEETING OF THE PORT PHILLIP CITY COUNCIL 21 APRIL 2021

Electrics Family Trust T/As JMD Electrics (Australia) for execution within 5 working days.

11.2.2 All unsuccessful tenders will be notified in writing and offered a telephone debrief with the TEP

## **12. OFFICER DIRECT OR INDIRECT INTEREST**

12.1 No officers involved in the preparation of this report have any direct or indirect interest in the matter.

**TRIM FILE NO:** 14/01/20025

**ATTACHMENTS** Nil