



TENDER REGISTER

2021-22-4

Tender No.	RFT 2021-22-4	Tender Title	Architectural
Brief description of goods or services required:	Architectural services		
Particulars of the decision to invite tenders:	Delegated Authority - Tenders, Decisions to Invite		
Advertisement Details:	Advertising Date(s):	2/3/2022 West Australian 02.03.22	
Closing Date and Time:	16/3/2022. 4.00PM		
Opening Date and Time:	16/3/2022. 4.00PM 4.04		
Opened in the presence of:	NAME:		SIGNATURE:
	Keith Woodward		
	Kate O'Donnell		
Tenderers' Contact Name and Company Name:		Address:	
Eastman Poletti		Geraldton	
Eastman Poletti Sherrin		Suite 1, five Bayly Street, Geraldton WA 6531	
Copy of Advertisement:			



TENDER REGISTER

Tender awarded by:	DATE OF COUNCIL MEETING <i>April</i> 27 April 2022	COUNCIL MINUTE NO. 029/2022
Name of Successful Tenderer(s):	Eastman Poletti Sherwood	
Amount of Successful Tender(s):	\$ As per schedule of Rates - Lump sum fee	

Executive Services	
10.2. Tender 2021-22-4 Architectural Services	
Agenda Reference:	CEO
Location/Address:	Shire of Three Springs
Name of Applicant:	CEO
File Reference:	ADM
Disclosure of Interest:	Nil
Date:	27 April 2022
Author:	Keith Woodward, Chief Executive Officer
Attachment (s):	Confidential Tender Evaluation Report

Council Role:

- Advocacy When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- Legislative Includes adopting local laws, local planning schemes and policies.
- Review When Council reviews decisions made by Officers.
- Quasi-judicial When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:

That Council awards Tender 2021-22-4 Provision of Architectural Services as recommended in the confidential evaluation report.

Background:

The Shire requires architectural services associated with Duffy's Store rebuild, the Shire Hall renovations and other building projects.

Officer's Comment:

Tender RFT 2021-22-4 Provision of Architectural Services was advertised on 2 March 2022 in the West Australian newspaper. One tender submission was received by the tender deadline of 16 March 2022 at 4.00 pm WST. The tender contract term is three years.

The confidential tender evaluation report is available in Attachment 1.

Consultation:

Nil

Statutory Environment:

Section 3.57 of the *Local Government Act 1995 and the Local Government Regulation 1996 (Function and General)* Part 4, Division 2 section 11 (2) (b).

Section 3.57 of the *Local Government Act (LGA) 1995* and the LGA Functions and General Regulations, 11 to 24G.

Regulation 18 (4) of the *Local Government (Functions and General) Regulations* states:

“Tenders that have not been rejected under sub regulation (1), (2), or (3) are to be assessed by the local government by means of a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept and it is to decide which of them it thinks it would be most advantageous to the local government to accept.”

All tenders were evaluated against the selection criteria by which each tender is assigned a score based on the tenderer’s capacity to meet the tender objectives.

The contract will be awarded to a Tenderer who best demonstrates the ability to carry out the required service at a competitive price. The tendered prices were assessed via qualitative and compliance criteria to determine the most advantageous outcome for Council.

Policy Implications:

1.5 – Procurement Policy

Financial/Resources Implications:

The expenditure associated with architectural services will be included in the Shire budgets.

Strategic Implications:

This item is relevant to the Council’s Strategic Community Plan 2018-2028.

Strategic Community Plan 2018-2028	
Council Objectives:	Outcome:
Nil	Nil

This item is relevant to the Council’s Corporate Business Plan 2020-2024.

Corporate Business Plan 2020-2024	
Scope Statement:	Project Outputs:
Nil	Nil

Voting Requirements:

Simple Majority

Officer’s Recommendation:

029/2022 OFFICER’S RECOMMENDATION and COUNCIL RESOLUTION 10.2
<p><u>MOVED:</u> Cr. Eva <u>SECONDED:</u> Cr. Ennor</p>
<p>That Council accepts:</p> <ol style="list-style-type: none"> 1. The tender assessment report. 2. The Schedule of Rates and the Lump Sum Fee proposal. 3. The award of Tender 2021-22-4 Provision of Architectural Services as recommended in the confidential evaluation report to Eastman Poletti Sherwood.
<p>CARRIED: VOTED: 4/0</p>