

## 7.3 Contract No 2021/70 Turf Renovation and Maintenance

### Executive Summary

#### Purpose

This report seeks Council endorsement for the award of Contract No. 2021/70, Turf Renovation and Maintenance Contract.

#### Background

This contract is a replacement for existing Contract No. 2016/51 Turf Renovation and Maintenance. The services provided are for all turf renovations, turf supply and installation, herbicide and fertiliser applications, turf wicket preparations and synthetic wicket covering and un-covering. This contract enables the delivery of playing field surfaces for the broad range of community sport clubs in Boroondara.

This contract will provide Council with a panel of contractors to provide turf renovation and maintenance services for an initial period of three (3) years with one (1) possible extension of two (2) years for a maximum contract term of five (5) years. These services are expected to commence on 1 July 2022.

#### Key Issues

No public consultation was required. There are no foreseen issues with availability and demand as this is a Panel contract, if a contractor is not able to provide the service, then one of the alternate Contractors on the Panels will be contacted to provide the services. The synthetic wicket covering and uncovering service was not awarded as the prices submitted did not offer value for money for Council.

#### Next Steps

Upon award of the contract, Council will oversee the management and execution of these services

#### Confidentiality

Confidential information is contained in **Attachment 1**, as circulated in the confidential section of the agenda attachments, in accordance with Section 66(2)(a) and the definitions of 'confidential information' in section 3(1) of the *Local Government Act 2020*. The information relates to:

- a) private commercial information, being information provided by a business, commercial or financial undertaking that—
  - i. relates to trade secrets; or
  - ii. if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;

The item has been included in the public agenda to facilitate transparency and accountability in Council's decision making.

If discussion of the confidential information in the attachments to this report is required in order for Council to make a decision, this item will be deferred to the confidential section of the agenda.

## Officers' recommendation

That Council resolve:

1. To award Contract No. 2021/70 Turf Renovation and Maintenance Services, to:

### **Turf Renovation Services Panel**

- Urban Maintenance Systems (ABN 38 005 251 954);
- Lawn and Turf Maintenance (ABN 22 119 747 483);
- Elite Turf Services (ABN 83 616 207 697); and
- DGM Turf Contractors Pty Ltd (ABN 71 166 971 071).

### **Turf Supply and Install Panel**

- Green Options Pty Ltd (ABN 59 002 456 797);
- Turf Renovations Australia (ABN 60 082 775 193);
- Evergreen Turf Services (ABN 17 007 427 536); and
- DGM Turf Contractors Pty Ltd (ABN 71 166 971 071).

### **Herbicide Application Panel**

- Essential Turf Nutrients (ABN 89 135 878 545);
- Greenshed Pty Ltd t/as Living Turf (ABN 70 105 996 307); and
- Herbamac Contracting Pty Ltd (ABN 33 620 526 776).

### **Turf Wicket Preparation Panel**

- Urban Maintenance Systems (ABN 38 005 251 954); and
- Elite Turf Services (ABN 83 616 207 697).

At their tendered schedule of rates for an initial contract period of three (3) years plus optional extension period to be exercised at the discretion of Council of one (1) increment of two (2) years, to a maximum contract term of five (5) years. The estimated total contract cost is \$1,632,400 (excluding GST) for the maximum term.

2. To authorise the Director Places and Spaces to execute the contract agreements with the above Contractors.
3. To authorise the Director Places and Spaces to negotiate and execute optional extension periods to maximum contract term of five (5) years.
4. To note that expenditure under this contract is in accordance with Council's 2021/22 adopted budget and expenditure in future years will be in accordance with the approved budget allocations.

**Responsible director:** Daniel Freer, Director Places and Spaces

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## 1. Purpose

The purpose of this report is for Council to consider the awarding of Contract No. 2021/70, Turf Renovation and Maintenance Services.

## 2. Policy implications and relevance to community plan and council plan

This contract aligns with the following themes and strategies in the Boroondara Community Plan (2021-31) and Council Plan (2021-25):

Theme 1 Community, Services and Facilities

**Strategy 1.4** Facilities and sports precincts encourage equal access through social planning, delivery, asset maintenance and renewal activities.

Theme 2 Parks and Green Spaces

**Strategy 2.1** Parks and green spaces enable sport and recreation opportunities by maintaining and improving recreation spaces and equipment.

**Strategy 2.3** Parks and green spaces are accessible and appealing through maintaining, improving and increasing amenities.

This procurement process has been carried out in accordance with the requirements of Council's Procurement Policy applicable when the process commenced.

## 3. Background

Council requires suitably qualified organisations to provide turf renovation and maintenance services at Council's sports grounds and parks on a schedule of rates basis in accordance with the requirements of the specification.

### Invitation to tender

This tender was issued under the previous procurement policy, as per Section 186 of the Local Government Act 1989, to invite suitably qualified organisations to provide turf renovation and maintenance services. An invitation to tender was advertised in the local government tenders section of "The Age" newspaper on Wednesday, 30 October 2021 and on Council's website. The closing date for submissions was 2pm, Wednesday 17 November, 2021.

In response to the advertisement, Council received twelve submissions:

- DGM Turf Contractors Pty Ltd;
- Elite Turf Services Pty Ltd;
- Essential Turf Nutrients Pty Ltd;
- Evergreen Turf Group;
- Global Turf Projects Pty Ltd;
- Green Options Pty Ltd;
- Greenshed Pty Ltd trading as Living Turf;
- Herbamac Contracting Pty Ltd;
- Lawn & Turf Maintenance Pty Ltd;

- State Wide Turf Services;
- Turf Renovations Australia Pty Ltd; and
- Urban Maintenance Systems Pty Ltd.

#### **4. Outline of key issues/options**

The works to be performed under this contract are a combination of reactive and programmed works. As this is a Panel contract, if a contractor is not able to provide the service, then one of the alternate Contractors on the Panels will be contacted to provide the services.

The proposed contract does not guarantee any contractor a minimum quantity of work in relation to any of the contract components.

#### **5. Collaborative Procurement Opportunities**

Discussion was held with neighbouring councils who all have established contracts for these services. None of these contracts were expiring soon enough to make collaborative procurement viable.

The tender process was conducted by the Turf Management team with a focus on sportsgrounds. The Parks team within Environment, Sustainability and Open Spaces will also use certain services of this contract to maintain open space grass areas which are very similar to sportsgrounds and their requirements. Projects and Strategy may also use the Turf Supply and Installation service in this contract with projects including playgrounds in parks and grassed areas around building infrastructure.

#### **6. Consultation/communication**

Internal consultation took place during the development of the specification of this contract. The specification was developed to reflect the type and scope of services required.

#### **7. Financial and resource implications**

Council's 2022-23 draft budget contains a total allocation of \$326,480 for all turf renovations, turf supply and installation, herbicide and fertiliser applications, turf wicket preparations and synthetic wicket covering and un-covering.

The estimated expenditure under this contract for the first year is \$326,480 (ex GST). This allocation is part of a total budget amount of \$2,317,712 as per Council's 2021/2022 October Amended Budget for sportsgrounds.

The relevant account details and budget amounts (ex GST) are shown in table 2.4.1.

Account Number	Description	2021-22 Annual Budget \$	2022-23 Draft Annual Budget \$
24301 - 53097	Spraying Contractors	15,880	16,160
24301 - 53098	Turf Renovations	76,215	87,550
24301 - 53099	Turf Wicket Contractor	176,596	179,685
24301 - 54065	Instant Turf	42,345	43,085
<b>Total</b>		<b>\$311,036</b>	<b>\$326,480</b>

Table 2.4.1

Council does not guarantee the appointed contractors a minimum quantity of work in relation to any of the contract components. The amount of works performed will be in accordance with the need and budgetary allocations each year.

Payment will be made in line with the respective Tenderer's Schedule of Rates.

## 8. Governance issues

The implications of this report have been assessed in accordance with the requirements of the Victorian Charter of Human Rights and Responsibilities.

The officers responsible for this report have no general or material interests requiring disclosure.

This tender process has been carried out in accordance with the requirements of Council's Procurement Policy 2021-25.

## 9. Social and environmental issues

Well maintained sports grounds enhance the amenity of the municipality and provide good quality surfaces for both passive and active recreation.

## 10. Evaluation and review

The evaluation report is provided as **Confidential Attachment 1**.

As a result of the evaluation, the evaluation panel recommends that Council award Contract No. 2021/70, Turf Renovation and Maintenance Services to:

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**Manager:** David Shepard, Manager Environmental Sustainability & Open Spaces

**Report officer:** Shannon Bennett, Turf Management Team Leader