

7.6 Contract 2023/58 Roofing Services Panel of Providers

Executive Summary

Purpose

The purpose of this report is to seek Council support to award Contract No.2023/58 Roofing Services Panel of Providers to a panel of contractors. This panel of contractors will provide roofing services, including the installation, maintenance, and repairs of flashings, metallic, tiled, or slate roofs, claddings and associated plumbing inclusive of skylights, vents, flues, fixings, gutters, flashings, downpipes and penetrations.

Background

This contract replaces Contract No. 2019/51 - Roofing Services Panel of Providers. The services are to provide but not limited to, roof repairs and replacements to Council buildings.

This contract is to be awarded in two parts.

Part A will be awarded to one (1) primary contractor to supply much of the routine and low value ad hoc roofing repairs and maintenance at an hourly rate and may also be required to perform the minor alterations and improvement works after the provision of a quotation.

Part B will be awarded to a panel consisting of three (3) contractors. The contractors on this panel will be utilised for planned and reactive project works after the provision of a quotation.

The contractors on this panel may also perform ad hoc roofing repairs and reactive maintenance works at an hourly rate, or minor alterations and improvement works where there is work in excess of the capacity of the appointed Contractor for Part A.

Contractors from Panel B can be promoted to Panel A when a Panel A contractor is either:

- Unable to continue to provide the services; or
- Is terminated under the contract for a failure to adequately provide the services; or
- Council deems that an additional contractor is required on Panel A.

This contract will provide roofing services for an initial period of three (3), with up to two (2) year increments of one (1) year each up to a maximum contract period of five (5) years.

Next Steps

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

Confidentiality

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

If discussion of the confidential information in the attachments to this report is required for Council to make a decision, Council may resolve to discuss the matter in a confidential session or to defer the matter to the confidential section of the agenda.

Officers' recommendation

That Council resolve:

1. To award Contract No. 2023/58, Roofing Services Panel of Providers to the following four (4) Contractors across the two parts:

Part A

- CD Roofing Online (ABN 137 484 55457); and

Part B

- New Plumbing Solutions Pty Ltd (ACN 138 660 616).
- Reed Plumbing and Drainage Solutions Pty Ltd (ACN 617 148 295); and
- Shield Plumbing and Drainage Pty Ltd (ACN 169 750 289).

at their tendered schedule of rates for an initial contract period of three (3) years plus optional extension period/s of two (2) years to a maximum contract of five (5) years. The estimated cumulative value over the maximum contract term is \$3,920,435.30 (incl GST) including an annual CPI increase commencing from year two (2) of this new contract. The estimated cost to Council after return of GST Input Credits is \$3,564,032.15 (excl. GST).

2. Authorise the Director Places and Spaces to sign and execute the contracts on behalf of the Council with the above Contractors.
3. Authorise the Director Places and Spaces to negotiate and execute optional extension periods.
4. To note that expenditure under this contract is in accordance with Council's adopted budget for the year 23/24. Future years expenditure is foreshadowed and in accordance with the approved budget allocations.

Responsible director: Daniel Freer, Director Places and Spaces

1. Purpose

The purpose of this report is for Council to consider the awarding of Contract No. 2023/58, Roofing Services Panel of Providers to a panel of contractors. The contract is to be awarded in two (2) parts.

Part A will be awarded to one (1) contractor who will undertake the majority of routine and low value ad hoc roofing repairs and maintenance.

Part B will be a panel consisting of three (3) contractors who may provide planned and reactive project works and maintenance and repair services for roofing services components in Council owned buildings and facilities.

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 One - Your Community, Services and Facilities

Strategy 1.6 - Create and maintain public areas, facilities, and amenities and spaces that are inviting, operation, clean, safe, and secure to increase social connection and improve the perceptions of safety.

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

3. Background

Council requires suitably qualified and experienced contractors who can deliver a range of roofing services throughout the City of Boroondara, which:

- Are of high quality;
- Are cost-effective, reliable, and efficient; and
- Comply with Government Acts, regulations, and Council local laws and policies.

Successful contractors will be appointed to one of two parts to provide roofing services on various municipal facilities in accordance with the required specification.

Panel A will be awarded to one (1) primary contractor to supply much of the routine and low value ad hoc roofing repairs and maintenance at an hourly rate and may also be required to perform the minor alterations and improvement works after the provision of a quotation.

Panel B will be awarded to a panel of three (3) contractors. The contractors on this panel will be utilized for planned and reactive project works after the provision of a quotation.

The contractors on this panel may perform ad hoc roofing repairs and reactive maintenance works at an hourly rate, or minor alterations and improvement works where there is work in excess of the capacity of the appointed Contractor for Part A.

Contractors from Panel B can be promoted to Panel A when a Panel A contractor is either:

- Unable to continue to provide the services; or
- Is terminated under the contract for a failure to adequately provide the services; or
- Council deems that an additional contractor is required on Panel A.

The works performed by the contractors shall generally include but not limited to:

- Maintenance and repair of roofs on Council buildings;
- Minor refurbishment and improvement to roofs on Council buildings, and
- Roof replacements.

This contract structure is a schedule of rates contract, with materials charged on a cost-plus basis.

Invitation to tender

In accordance with Council's Procurement Policy 2021-25, Council invited public tenders from suitably experienced and qualified organisations to provide reactive roofing maintenance and repair services on an ad hoc basis at various council buildings.

An invitation to tender was advertised in the local government tenders' section of "The Age" newspaper on Saturday 8 July 2023 and on Council's website. The closing date for submissions was 4pm, Friday 28 July 2023.

In response to the advertisement, Council received five (5) submissions:

- CD Roofing Online;
- Diversaplumb Pty Ltd;
- New Plumbing Solutions Pty Ltd;
- Reed Plumbing and Drainage Solutions; and
- Shield Plumbing and Drainage Pty Ltd.

4. Outline of key issues/options

Roofing repairs and maintenance assists with preventing and detection roofing problems to avoid injury and costly interruption to building operations. It assists in providing safe and operations community facilities for staff and visitors.

The key considerations used to determine the outcome of the tender process were:

- The contract allowed for the award of two parts. Part A consisting of one (1) primary contractor that could demonstrate a wide range of roofing maintenance capabilities and that could deliver the majority of low value

ad-hoc reactive maintenance works, and the ability to deliver project work, and Part B, a panel consisting of three (3) contractors that would be based on demand and on the quality and performance of Panel A, with also the ability to deliver project works.

- Contractors are required to be adequately resourced and industry qualified,
- Emphasis should be placed on the qualitative analysis given the broad range of roofing service industry rates,
- A proven track record undertaking similar works in the past and
- Ability to plan, schedule, and perform the work in accordance with the specified outcomes.

5. Collaborative Procurement Opportunities

Officers discussed with neighboring local government organizations to determine the suitability of a collaborative procurement process. No other local government required the same services at this time. Therefore, collaborative procurement wasn't possible in achieving a better value outcome.

6. Consultation/communication

Internal consultation across the appropriate services with the Facilities, Waste and Infrastructure team informed the review and development of the specification and associated tender documents.

7. Financial and resource implications

Council's 2023-24 Adopted Budget contains the following allocation:

Item	Ex GST
Roof Replacement	\$450,000
Plumbing Services	\$680,000
Less Expenditure and commitments to date	\$529,931
Remaining Budget 2023-24	\$600,069

This is a Schedule of Rates contract, expenditure under this contract will be in accordance with the budget allocations.

As this is a schedule of rates contract and subject to budgetary approval, the tendered rates shall be reviewed annually and adjusted based on the movements in the Consumer Price Index (CPI) ABS Catalogue 6401.0, All Groups Index Table 1, Melbourne.

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 recommendation contained in this report is compatible with the Charter of issues. No Officers preparing this report have a general or material conflict of interest requiring disclosure under Chapter 5 of the Governance Rules of Boroondara City Council.

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

9. Social and environmental issues

Well maintained infrastructure enhances the safety, security, and operation of council facilities, creates greater opportunities for usage and provides a sense of pride and safer communities.

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. 2023/58, Roofing Services Panel of Providers to the following four (4) companies:

Part A

- CD Roofing Online (ABN 137 484 55457); and

Part B

- New Plumbing Solutions Pty Ltd (ACN 138 660 616).
- Reed Plumbing and Drainage Solutions Pty Ltd (ACN 617 148 295); and
- Shield Plumbing and Drainage Pty Ltd (ACN 169 750 289).

Manager: **Rodney Lewis, Acting Manager Facilities, Waste and Infrastructure**

Report officer: Michael Robins, Coordinator Facilities Maintenance