

7 Presentation of officer reports

7.1 Contract No.2023/87 - Security Guarding Patrol and Response Services

Executive Summary

Purpose

The purpose of this report is to seek Council support to award Contract No. 2023/87, Security Guarding, Patrol and Response Services.

Background

This contract replaces Contract No. 2022/153 - Council Security and Patrol Services - Short Term Contract. The services include, but not be limited to, the provision of security guards for key events being hosted by Council, routine nightly patrols of Council buildings and formal gardens, and the patrol and lock up of public toilet facilities.

Next Steps

Upon award of the contract, Officers 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. 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 to:

1. Award Contract No. 2023/87, Security Guarding Patrol and Response Services to VicPro Security Pty Ltd (ACN 639 130 457) trading as Allied Security Australia, at their tendered lump sum for an initial contract period of two (2) years, plus optional extension periods in increments of one (1) year each to a maximum contract of five (5) years. The estimated cumulative value over the maximum contract term is \$3,105,996.72 (including GST) including an annual CPI increase from year two (2) of this new contract.

The estimated cost to Council after the return of GST Input Credits is \$2,823,633.38 (excl GST).

2. Authorise the Director Places and Spaces to sign and execute the contract, on behalf of the Council, with the above contractor.
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 the Council's adopted budget for the year 2023/24. Future years expenditure will be 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. 2023/87, Security Guarding Patrol and Response 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 One - Community, Services and Facilities

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

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

3. Background

The City of Boroondara Council requires a suitably qualified and experienced contractor to undertake routine Council Security and Patrol Services to Council Facilities and Formal Gardens, along with the provision of ad-hoc and routine guarding services for key events hosted by Council, which;

- are of high quality;
- are cost-effective, reliable and efficient; and
- comply with Government Acts and regulations, and Council's local laws and policies.

The services to be performed by the Contractor shall generally include, but not limited to:

- Security Officers at Council's Camberwell Offices and for Council meetings;
- Security Patrols of specified Council facilities and formal gardens;
- Lock up of public toilets;
- Guarding Services for Emergency Response Centres and security guards for ad-hoc and urgent requests for an event or after-hours response.

Invitation to tender

In accordance with Council's Procurement Policy 2021-25, Council invited public tenders from suitably experienced and qualified organisations to provide Security Guarding, Patrol and Response Services. 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 2 pm, Friday 28 July 2023.

In response to the advertisement, Council received 22 submissions:

- Iten Group Pty Ltd trading as Abco Security Services;

- Advanced Security Protection Pty Ltd;
- Aligned Security Force Pty Ltd;
- VicPro Security Pty Ltd trading as Allied Security Australia;
- Australasian Protective Services Pty Ltd;
- Certis Security Australia (Victoria) Pty Ltd;
- CityWatch Security (Aust) Pty Ltd;
- Citywide Patrol & Security Services Pty Ltd trading as CPS Security Services;
- E&M Services Group Pty Ltd;
- Executive Security Solutions (Mobile Patrols) Pty Ltd;
- CMP Security Services Pty Ltd trading as Force Response Security;
- Limitless Security Solutions;
- M.A. Services Group Pty Ltd;
- Security One 2 One Pty Ltd;
- Southern Cross Protection Pty Ltd;
- SSX Group Pty Ltd;
- State Guard Protective Services Pty Ltd trading as Stateguard Integrated Solutions;
- Nationlink Holdings Pty Ltd as trustee for Statewide Unit Trust trading as SWC Security;
- KJEJ Pty Ltd trading as USAU Group;
- Vibrant Security Services;
- Victorious Security Services Pty Ltd; and
- Wilson Security Pty Ltd.

4. Outline of key issues/options

The provision of nightly security patrols to public areas, facilities and open spaces along with the presence of security guards at key events hosted by Council, assists with improving the perception of public safety and increases social connection and participation.

Carrying out routine patrols also assists with the early reporting of security or safety-related issues in as close to real-time as possible, which reduces Council's exposure to risk.

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

- The contract allowed for the award of a single contractor to deliver all services to the requirements of the Specification;
- Contractor that could demonstrate relevant experience in the provision of security guarding and patrol services to local government or similar;
- Ability to demonstrate a clear operational methodology and reporting structure; and
- Key personnel were appropriately trained and supported and are industry- licenced, experienced, and are paid meeting legislative requirements.

5. Collaborative Procurement Opportunities

Officers discussed with neighbouring local governments 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 to achieve a better value outcome.

6. Consultation/communication

Internal consultation across the appropriate services with the Facilities, Waste and Infrastructure departments 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.
Facilities Maintenance - Security / Cash Collections	\$515,154
Formal Gardens and Design - Security / Cash Collections	\$45,000
Less Expenditure and commitments to date	\$252,829
Remaining Budget 2023-24	\$307,325

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

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.

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 the Council's Procurement Policy 2021-25.

9. Social and environmental issues

Routine patrol along with the provision of security guards enhances the public perception of safety, security, and continued operation of Council facilities and formal gardens, it also provides a sense of a safer community and promotes greater opportunity for usage.

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. 2023/87, Security Guarding Patrol and Response Services to VicPro Security Pty Ltd (ACN 639 130 457) trading as Allied Security Australia.

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

Report officer: Michael Robins, Coordinator Facilities Maintenance