

## **REGISTER OF PREQUALIFIED SUPPLIERS (ROPS) 2824 – MOWING SERVICES**

Neil Singleton | 63/1/334\* | #6987076

### **RECOMMENDATION:**

**That Council:**

- 1. Awards Register of Prequalified Suppliers (ROPS) 2824 Mowing Services and appoints the list of Suppliers in Attachment 1, for a term of two years commencing 1 August 2022, with two extension options of up to two years each, available at Council's discretion.**
- 2. Delegates authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to enter into contract, negotiate, finalise and execute any and all matters associated with or in relation to this contract subject to Council's normal procurement policies and practices.**

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### **INTERESTED PARTIES:**

1. Agius Operations Pty Ltd trading as Agius Slashing
2. Luke John Munro trading as All Terrain Vegetation Management
3. The Trustee for The Nielsen Family Trust trading as ALN Maintenance
4. O and E Blacklock Pty Ltd trading as Ausfield Services
5. Bama Facilities Maintenance Pty Ltd
6. Michael John Rowell trading as Cairns Total Mowing and Garden Care
7. The Trustee for Clements-Markham Family Trust trading as Heath's Excavations
8. GS and SM Jones
9. The Trustee for J Agius Family Trust trading as JA Slashing
10. JCG Logistics Pty Ltd
11. CK Piccolo, CT Piccolo, DK Piccolo and JM Piccolo trading as JDCC Farming
12. KL Hinchy and M Izlemek trading as Leaf n Lawn
13. NQ Vegetation Management Pty Ltd trading as Norveg
14. The Trustee for the Parsons Family Trust trading as Scott's Mowing NQ

All interested parties are local in the Cairns region.

### **EXECUTIVE SUMMARY:**

Council invited tender submissions to establish a new Register of Prequalified Suppliers (ROPS) 2824 for Mowing Services. The existing Preferred Supplier Arrangement (PSA) 2689 for Mowing Services is due to expire 31 July 2022 and ROPS 2824 is recommended to replace it. It is proposed to establish the ROPS for a term of two years with two extension options of up to two years each (2 + 2 + 2).

Mowing services are required to all Council owned areas, including, but not limited to, recreation and reserve areas, parks, roadsides and all Water and Resource Recovery sites. This ROPS arrangement provides for the hourly hire of various types of mowers with external contractors required to supplement Council's own internal resources. The mowing services proposed under this ROPS covers Council's districts, including Northern, Central and Southern.

Due to the number of contractors appointed to the current PSA (2689) and the way the arrangement is utilised, a ROPS is deemed more appropriate than a PSA. Contractors will be engaged in each Council district and purchase orders will be generated based on hourly rates, machine type, past performance, efficiency and availability.

### **BACKGROUND:**

Council invited tenders pursuant to section 228 and section 232 of the *Local Government Regulation 2012 (Qld)*. Tenders for ROPS 2824 was advertised on 4 May 2022 and closed on 26 May 2022. A total of 14 submissions were received from the following Contractors:

1. Agius Operations Pty Ltd trading as Agius Slashing
2. Luke John Munro trading as All Terrain Vegetation Management
3. The Trustee for The Nielsen Family Trust trading as ALN Maintenance
4. O and E Blacklock Pty Ltd trading as Ausfield Services
5. Bama Facilities Maintenance Pty Ltd
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The evaluation panel consisted of:

- Supervisor Parks South, Cairns Works Maintenance
- Supervisor Parks and Landscapes
- Supervisor Turf Management

Each tender submission was checked for conformance, and evaluated and scored by the evaluation panel based on standard qualitative criteria, which included the following:

- Criteria A – Relevant experience and past performance – 15%
- Criteria B – Key personnel and technical skills – 10%
- Criteria C – Resources and management systems – 10%
- Criteria D – Understanding and methodology – 10%
- Criteria E – Business profile – 15%
- Criteria F – Value for money – 40%

**COMMENT:**

A Register of Prequalified Suppliers (ROPS) is deemed the most appropriate method of engaging suitable contractors for ongoing regular mowing services. Council officers will monitor the performance of mowing services to ensure optimal delivery of service quality and timing. It is noteworthy that our seasonal weather patterns significantly impact growth and cycle times which does require active monitoring and adjustment of the number of units deployed and cycle times.

It is recommended that all 14 tenderers are appointed to ROPS 2824 – Mowing Services. Due to very high demand periods during the term of this ROPS, particularly during the wet season, it is advantageous to Council to appoint all contractors onto this ROPS. ROPS 2824 does not commit Council to any volume of engagements with any or all of the appointed tenderers

As part of the operation and management of the mowing services, Council will run monthly financial reporting on the spend distribution between the 14 Contractors to monitor fairness, distribution and equal opportunity for work. Contractors will be engaged with consideration to their schedule of rates, quality of performance, reliability, efficiency, availability, plant and resources, the services they offer and location within the Council's districts. This monthly report will also assist Council in monitoring spend.

The annual spend over the last calendar year (2021) was approximately \$3.5M excluding GST. Future expenditure is anticipated to rise due to increasing fuel costs. The budget for ROPS 2824 sits within the overall operational budget of Community Spaces.

There have been nominal increases in the new rates submitted with varying ranges across the machine size/type classes. This increase takes into consideration the current fuel pricing, increased wages and mowing equipment costs. It should also be noted that this is the first hourly increase since July 2019.

**OPTIONS:****Option 1:**

1. Awards Register of Prequalified Suppliers (ROPS) 2824 Mowing Services and appoints the list of Suppliers in Attachment 1, for a term of two years commencing 1 August 2022, with two extension options of up to two years each, available at Council's discretion.
2. Delegates authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to enter into contract, negotiate, finalise and execute any and all matters associated with or in relation to this contract subject to Council's normal procurement policies and practices.

**Option 2:**

It is recommended that Council does not endorse ROPS 2824 Mowing Services and adopts an alternative course of action.

**CONSIDERATIONS:****Risk Management:**

There are some financial risks to Council anticipated due to the increasing fuel costs. Potential risks will be mitigated by active monitoring and management of the service against the budget allocation.

**Council Finance and the Local Economy:**

All Tenderers are locally based businesses employing local employees and, in some instances, local sub-contractors. Other local suppliers in the supply chain will benefit from associated requirements such as mower parts and fuel.

**Corporate and Operational Plans:**

The services forming the basis of this ROPS relate to the following goals in Council's Corporate Plan 2021 to 2026:

- Robust Economy: "Supporting a diversified and resilient economy"; and
- Community and Culture: "Fostering a vibrant and healthy community where everyone feels they belong".

**Statutory:**

This tender process has been conducted in accordance with legislative requirements under the *Local Government Act 2009* and the *Local Government Regulation 2012*.

**Policy:**

The tender process was undertaken in accordance with Council's adopted Procurement Policy.

**CONSULTATION:**

Procurement has consulted with the main stakeholders in Cairns Works Maintenance, and more recently Community Spaces who now hold responsibility for mowing services in relation to all Council parks, reserves and other recreational areas. Discussions have taken place to identify and discuss the requirements, service levels and scope of this ROPS. Relevant stakeholders are involved in reviewing the existing services and scope of works under the specification and will be actively involved throughout the procurement process.

**ATTACHMENTS:**

Attachment 1 – List of Recommended Mowing Contractors



Gary Everson  
A/Director Cairns Infrastructure and Assets

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