

4.2 CONTRACT FOR MANUAL FIRE FIGHTING EQUIPMENT MAINTENANCE

(CF2008113:PA)

Responsible Director: Peter Aumann

RECOMMENDATION

1. *That the tender from Fire Protection Services Pty Ltd for Contract No. CF2008113, Manual Fire Fighting Equipment Maintenance for the submitted schedule of rates be accepted (estimated contract value, \$49,138 per annum, GST inclusive).*
2. *The contract be awarded on the basis of an initial term of one year with optional extensions of two years and three year each, Subject to CPI All Groups Melbourne Rise and Fall.*
3. *The option to extend the contract for the two and three extensions be exercised by the Chief Executive Officer, subject to satisfactory performance*
4. *The appropriate contract documentation be signed and sealed.*

INTRODUCTION

This report seeks Council's acceptance of a tender for the Maintenance of Manual Fire Fighting Equipment located in Council's buildings and facilities.

BACKGROUND

The contract for the inspection and maintenance of the manual fire fighting equipment, which consist of fire extinguishers, hose reels, fire blankets, fire mains and building hydrants, concludes on 30 June 2008.

The contract is a schedule of rates with an initial term of one year with options for two extensions for periods of two years and three years respectively, subject to satisfactory performance. The contract is subject to rise and fall in line with CPI All Groups Melbourne.

DISCUSSION

Tenders closed on 7 May 2008, with four submissions received from –

- Fire Equipment Services,
- All Essential Fire & Security Pty Ltd,
- Chubb Safety
- Fire Protection Services Pty Ltd.

Tender submissions were evaluated in accordance with Council's tendering policies and procedures using the point score method. and evaluated on the following criteria:

Price

Occupational Health and Safety Accreditation, Practices and Procedures

Equal Employment Opportunity record, policies and practices.

All specified insurances to be in place.

Experience & Personnel

Reporting

Demonstrated Quality of Work

Satisfactory Reference Check

The tender panel comprised:

Robert Renshaw, Manager Asset Services

Kana Kanakeswaran, Coordinator Building Services

James Roberts, Building Officer

The price component of the evaluation was based on the items listed in the price schedule and applying the nominated rate for each item from each tenderer. On this basis, the estimated annual cost ranged from \$49,138 to \$85,662 (GST inclusive).

The highest rated and lowest priced tenderer is Fire Protection Services Pty Ltd. The company demonstrated very good OH&S policies and procedures and has appropriately experienced staff. The company has undertaken similar contracts for other Councils and reference checks indicate it provides a high quality service. The company is considered to be most capable of completing these works to the standard and quality required.

The second highest rated tenderer but third highest priced tenderer is Fire Equipment Services Pty Ltd. This company is Council's current service provider. It has delivered quality services over the past five years. It is considered capable of meeting the requirements of the contract.

The third highest rated tenderer and second lowest priced tenderer, All Essential Fire & Security Pty Ltd is Council's current service provider for Fixed Fire Protection Services (sprinklers). This company has sound OH&S policies and procedure and the quality of its work and responsiveness has been satisfactory. It is considered capable of meeting the requirements of the contract.

FINANCIAL IMPLICATIONS

The estimated contract amounts of the lowest tenderer are similar to previous years and funding for the works is contained within the operational budget. The contract is subject to a rise and fall clause in line with All Groups Melbourne CPI movements for each year beyond the initial period.

CONCLUSION

That based on the evaluation criteria, acceptance of the tender submitted by Fire Protection Services Pty Ltd is considered to provide the best outcome for Council.

