

5.2 TENDER FOR PROCUREMENT & IMPLEMENTATION OF A PROJECT MANAGEMENT SYSTEM

Responsible Officer: Jarrod Doake, Chief Operating Officer

RECOMMENDATION*

That Council:

- 1. Awards the tender to CA Technology Pty Ltd (CAMMS) for procurement & implementation of the project management system, Contract No. 2019085 for a fixed lump sum of \$182,600 for the initial three year term.*
- 2. Authorises the Chief Executive Officer to execute the contract agreement.*
- 3. Notes that the contract will commence on 1 June 2019 and the expected completion date is 30 June 2022 and that the contract has two extension options of one year each and authorises the chief executive officer to approve extension options subject to satisfactory performance.*
- 4. Note the total contract value inclusive of all available extension options is \$252,137.*

*(*please note that all dollar figures are GST inclusive unless stated otherwise)*

INTRODUCTION

Council has tendered for Procurement & Implementation of a Project Management System.

BACKGROUND

The procurement of an Enterprise Project Portfolio Management (EPPM) System has been a priority for Monash in the last few years. It was decided that prior to procuring an EPPM, officers would develop a Project Management Framework (PMF) and establish a corporate Project Management Office (PMO) to ensure we had sufficient project management processes and capability to maximise the value a system would bring.

The PMO was established in Corporate Services in July 2016 with a PMF endorsed by the Executive Leadership Team in July 2017, following extensive consultation and prototyping of the PMF elements. Monash has well and truly outgrown its MS Access database as well as multiple spreadsheet, word documents and PowerPoint slides that support the management of our annual Capital Works program and the Annual Planning Process which includes the development and approval of the next Capital Works program.

The EPPM project team engaged extensively with officers to develop a set of EPPM requirements which were then translated into the system specifications included in the Tender documentation. These were also informed through discussion with several Melbourne Councils who have been through the process of procuring and implementing an EPPM (and have implemented different systems).

In summary, the scope of the Tender was to procure and implement an EPPM that would support Monash's current PMF as well as provide a simple platform to evolve our project management as our maturity develops.

NOTIFICATION

A public notice was placed in The Age newspaper on 26/1/2019 and the tender closed on 20/2/2019.

TENDERS RECEIVED

9 tender submissions were received by the appointed closing time. The tenders received are listed below:

- allaboutXpert
- CA Technology Pty Ltd (CAMMS)
- EPM Partners
- HKA Global Pty Ltd
- LG Software Solutions Pty Ltd
- Open Windows Software
- Planview
- Revolution IT (CAPP)
- Wipro Australia Pty Ltd

Tender Conformance:

All submissions were assessed for their compliance with the tender conditions including the contractual terms and conditions and the requirements of the response schedules. From the initial assessment, four submissions were deemed non-conforming and these submissions were not evaluated further.

TENDER EVALUATION

All members of the evaluation panel signed Conflict of Interest and Confidentiality forms and no conflicts were raised.

Evaluation Criteria:

The remaining conforming tenders were assessed in accordance with the evaluation criteria published in the tender documentation:

	KEY SELECTION CRITERIA	CRITERIA WEIGHTINGS	SUB WEIGHTINGS	SUB CRITERIA/RETURNABLE SCHEDULES LINK
NON-PRICE CRITERIA (40%)	Ongoing Partnership	6%	2%	Customer Service
			2%	Support & Maintenance
			1%	Innovation
			1%	Upgrades
	Implementation	6%	1%	Demonstration of the product
			1%	Training & documentation (i.e. Project Plan)
			2%	Configurations
			2%	Understanding our requirements
	Functionality & Usability	22%	5%	Reporting (i.e. Dashboard, customisable reports – mandatory)
			2%	Third-Party Integration
			5%	Customisation for the whole system
			5%	System Governance (i.e. workflow, gates)
			5%	Ease of Use and Management
Capacity & Capability	6%			
PRICE (60%)	Price*	60%	60%	Comparison of Whole of Life Cost or Total Project Cost or Estimated Annual Cost

DISCUSSION

The evaluation panel invited the two highest ranking tenderers to demonstrate their application showing key features such as developing a business case, updating project progress, producing reports, viewing projects through dashboards and were provided the Business Case of a current Monash project to use. An advisory panel of 12 officers, representing different users across Monash, attended the demonstration asking questions and provide feedback to the panel on the look, feel and functionality of the systems.

The final evaluation ranking (including the price and non-price evaluation criteria) had CA Technology Pty Ltd (CAMMS) ranked the highest and as such, the evaluation panel recommends CA Technology Pty Ltd as representing the best value outcome for Council.

FINANCIAL IMPLICATIONS

The fixed lump sum of \$252,137 (for the initial term and all available extension options) is within Council’s budget for the procurement & implementation of the project management system.

CONCLUSION

That Council approves the recommendations contained within this report.