

## 2.3 TENDER FOR HOME MAINTENANCE & MODIFICATION SERVICES (CF2020132: MM)

Responsible Director: Russell Hopkins

### **RECOMMENDATION**

*That Council:*

- 1. Awards the tender from A J Grant Building Pty Ltd T/as HomeCare Repair Australia for Home Maintenance & Modifications Services, Contract No. 2020132 for a schedule of rates based contract with an estimated annual contract value of \$368,372 and an estimated total contract value of \$1,865,369, including CPI of 1.5% and inclusive of all available extension options.;*
- 2. Authorises the Chief Executive Officer or her delegate to execute the contract agreement; and*
- 3. Notes that the contract will commence on 1 August 2020, with an initial term of 1 year and 11 months and three extension options of one year each, and authorises the Chief Executive Officer to approve extension options subject to satisfactory performance.*

*(\*Please note that all dollar figures are GST Inclusive unless stated otherwise)*

### **INTRODUCTION**

Council has conducted a tender for Home Maintenance & Modification Services, including gutter cleaning, green cleaning, spring cleaning, and other home maintenance and modification services to Council's Commonwealth Home Support Programme (CHSP) clients. The contract is for a period of one year and eleven months with three (3) by one (1) year optional extensions, exercisable at Council's sole discretion.

### **BACKGROUND**

Council is seeking to appoint a Contractor to provide general home maintenance and home modifications services to Council's Commonwealth Home Support Programme client's properties. The current contract with Valyarra Pty Ltd has been in place for five years and expires on 31 July 2020.

### **NOTIFICATION**

A public notice was placed in The Age newspaper on Saturday 2 May 2020 and the tender closed on Friday 22 May 2020.

### **TENDERS RECEIVED**

Seven tender submissions were received by the appointed closing time.

The tenders received are listed below:

- A J Grant Building Pty Ltd T/as HomeCare Repair Australia
- Brighton Home Maintenance
- Builtplus Pty Ltd
- ELC Home Modifications Pty Ltd
- IKON Property Services Pty Ltd
- Rapid Power Pty Ltd T/as Twin Electrics and Plumbing
- Valyarra Pty Ltd

**Tender Conformance:**

All submissions were accessed for their compliance with the tender conditions including the contractual terms and conditions and the requirements of the response schedules.

One submission was deemed non-conforming because they did not submit the required Returnable Schedules and this submission was not evaluated further.

**TENDER EVALUATION**

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

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

Pass/Fail Assessment Criteria	Score
Current Police Check of all staff	Pass/Fail
Available for all services all year round (except public holidays)	Pass/Fail
Mandatory Insurances (if applicable)	Pass/Fail

KEY SELECTION CRITERIA	CRITERIA WEIGHTINGS	SUB WEIGHTINGS	SUB CRITERIA/RETURNABLE SCHEDULES LINK	
<b>40% NON-PRICE CRITERIA</b>	<b>Capacity and Capability</b>	<b>10%</b>	Experience	
		<b>10%</b>	Resources	
		<b>5%</b>	Risk Management	
		<b>3%</b>	Legal Compliance	
		<b>2%</b>	Performance and Innovation	
	<b>Project Timelines</b>	<b>5%</b>	<b>5%</b>	Start and Completion timeframe
		<b>5%</b>	<b>3%</b>	Environmental Sustainability

	<b>Sustainability (Mandatory)</b>		<b>1%</b>	Local Sustainability
			<b>1%</b>	Social Sustainability
<b>PRICE (60%)</b>	<b>Price*</b>	<b>60%</b>	<b>60%</b>	Comparison of Whole of Life Cost or Total Project Cost or Estimated Annual Cost

\*Minimum 60% price weighting required unless Council approves otherwise.

### **DISCUSSION**

The following information supports the evaluation panel's recommendations.

The final evaluation ranking (including the price and non-price evaluation criteria) had *A J Grant Building T/as HomeCare Repair Australia* ranked highest and as such, the evaluation panel recommends *A J Grant Building T/as HomeCare Repair Australia* as representing the best value outcome for Council. Tender reference checks were conducted as part of the process.

### **FINANCIAL IMPLICATIONS**

The initial contract is one year and eleven months with three (3) by one (1) year extensions subject to satisfactory performance. Based on the submitted Pricing Schedules, the estimated annual contract value for Contract 2020132 Home Maintenance & Modifications Services is \$368,372 and the estimated total contract value is \$1,865,369 including all available extension options. Future spend under this Schedule of Rates contract is to be maintained within approved budgets.

### **SUSTAINABILITY OUTCOMES**

To support Council's endeavour for sustainable outcomes, *A J Grant Building T/as HomeCare Repair Australia* provided the following supporting information:

1. Environmental Sustainability: *A J Grant Building T/as HomeCare Repair Australia* have a detailed Asbestos Management Procedure; utilise video assessment and monitoring at job sites to reduce the car usage and emissions; use a complete digital job handling system to reduce paper usage; use Eco Deck, dual flush toilets, insulation, and efficient duct and heating systems. *A J Grant* also committed, in conjunction with Council approval, to assess and transport salvageable materials removed from client's houses to local school, kindergartens and the Monash Men's Shed. They also discussed the re-location of vegetation and offering vintage materials and metal to local recyclers
2. Local Sustainability: 90 % of goods/services/materials used for the contract by the supplier will be sourced from Monash and a detailed list of local suppliers was provided.
3. Social Sustainability: expressed a willingness to engage the services of local community members.

***CONCLUSION***

That Council approves the recommendations contained within this report.