

ITEM 11. TENDER - 307 PITT STREET - LEVEL 3 FITOUT**FILE NO: S045425****TENDER NO: T0736****SUMMARY**

307 Pitt Street is a property that is owned by the City of Sydney and is currently being fitted out on various floors for use by City of Sydney Staff. Level 3 of the building is to be fitted out as a staff training area, with two computer training rooms and two general training rooms. This fitout will replace the temporary computer training rooms that are currently located on level 11 in Town Hall House.

The works comprise part of the strategy to relieve pressure on Town Hall House, given the end of the Lawson Square tenancy, the forthcoming closure of Town Hall and the need to progressively upgrade floors in Town Hall House.

A design for the floor has been completed and it is now necessary to engage a building contractor to undertake the works.

A Request for Services Tender was issued in July 2007. Thirteen (13) submissions were received. The Tenders were evaluated in accordance with the approved Tender Evaluation Plan. All permanent sections of the work will meet Council's environmental targets.

RECOMMENDATION

It is resolved that:

- (A) Council accept the tender submitted by Company "M" for the 307 Pitt St Level 3 fit out; and
- (B) Tender Evaluation Summary, Attachment A to the subject report, remain confidential in accordance with Section 10A(2)(d) of the Local Government Act 1993.

ATTACHMENTS

Attachment A: Tender Evaluation Summary (Confidential)

BACKGROUND

1. The City is seeking to appoint a building contractor to complete an office fitout on Level 3 of 307 Pitt Street to provide a suite of training rooms to be used by City staff and others.
2. The City recently purchased 307 Pitt Street as part of the long term strategy to create a square to the east of Town Hall.
3. With the closure of Town Hall for upgrade works and the end of our tenancy at Lawson Square, additional pressure has been placed on available accommodation in Town Hall House.
4. It is intended to undertake a reshuffle of staff within Town Hall House to better utilise existing space and provide an immediate improvement to working conditions, and further to take advantage of the close proximity of 307 Pitt Street to relocate some staff to these premises.
5. Level 2 will shortly accommodate the City Rangers; Level 6 the New Year's Eve staff; Level 7 Community Living staff from Lawson Square; and Level 3 is to be converted into training room facilities to replace the temporary training facilities currently located on Level 11 in Town Hall House.
6. The Level 3 fitout will include two computer training rooms and two general training rooms to be used by the Human Resources business unit.
7. This tender was for the construction of the layout including internal walls, doors, IT cabling, AV equipment, tea room and toilet.

INVITATION TO TENDER

8. The invitation to tender was advertised in the Sydney Morning Herald and The Australian on 24 July 2007. Tenders closed on 14 August 2007.

TENDER SUBMISSIONS

9. Thirteen submissions were received from the following organisations:
 - ACX Project Management
 - BISMAL Pty Ltd
 - Boom Trading Pty Ltd
 - Celect Commercial Interiors
 - Growth Built Pty Ltd
 - Inaphase Pty Ltd
 - Integral Group Pty Ltd
 - Interco Management Pty Ltd
 - Maico Pty Ltd

- Moore Building & Consulting Services
- Patterson Building Group
- Perle Pty Ltd
- Quad Projects

TENDER EVALUATION

10. All members of the Tender Evaluation Panel have signed Pecuniary Interest Declarations. No pecuniary interests were noted.
11. The relative ranking of tenders as determined from the total weighted score is provided in the Confidential Tender Evaluation Summary – Attachment A.
12. All submissions were assessed in accordance with the approved evaluation criteria being:
 - (a) tendered price;
 - (b) key personnel / project team;
 - (c) demonstrated experience;
 - (d) ability to achieve program;
 - (e) methodology and approach;
 - (f) assumptions and conditions to tender;
 - (g) Occupational Health and Safety; and
 - (h) insurances.

PERFORMANCE MEASUREMENT

13. The scope of work has clearly stated that the contractor will be required to attend regular meetings with the City of Sydney during the execution of the works. The meetings will provide a mechanism for the Project Manager from the City of Sydney to regularly review and track the progress of the works by the contractor to ensure that they are on track with regard to program and to regularly gauge the quality of the works at all stages of the project.

FINANCIAL IMPLICATIONS

14. The Capital Works budget for 2007 allocated funding for the building works to 307 Pitt Street.

RELEVANT LEGISLATION

15. The tender has been conducted in accordance with the Local Government Act 1993, the Local Government (General) Regulation 2005 and the City's Contracts Policy.

16. Information provided by tenderers which is commercial-in-confidence has been protected and will not be disclosed in accordance with section 10A(2)(d) of the Local Government Act 1993. A consistent standard for all tenderers has been used in assessing any request for confidentiality by a tenderer.

CRITICAL DATES / TIME FRAMES

- | | |
|-----------------------|-------------------|
| 17. Tender approved | 17 September 2007 |
| Commence construction | October 2007 |
| Complete | December 2007 |

RUSSELL J LLOYD
Director City Projects

Andrew Legge, Project Manager