

MINUTES FOR SPECIAL MEETING OF COUNCIL

Monday, 28 April 2014

Council Chambers
6177 Great Northern Highway
Bindoon

Commencement: 4.47pm

Closure: 5.05pm



Disclaimer

The purpose of this Council meeting is to discuss and, where possible, make resolutions about items appearing on the agenda.

Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a member or officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the *Local Government Act 1995* (section 5.25 (e)) establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person.

The Shire of Chittering expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the Council meeting.

These minutes will be confirmed at the Ordinary Meeting of Council to be held on Wednesday, 21 May 2014.

SIGNED BY

 Person presiding at meeting which minutes were confirmed

DATE

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* indicates separate attachments

1. DECLARATION OF OPENING OF MEETING / ANNOUNCEMENTS OF VISITORS

The Presiding Member declared the meeting open at 4.47pm.

2. RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

2.1 Attendance

The following members were in attendance:

Cr Michelle Rossouw Deputy President (Presiding Member)
Cr Alex Douglas
Cr Don Gibson
Cr Barni Norton
Cr Sandra Clarke

The following staff were in attendance:

Mr Gary Tuffin Chief Executive Officer
Mrs Karen Parker Manager Human Resources (Minute Secretary)

There were no members of the general public in attendance.

2.2 Apologies

Cr Robert Hawes President
Cr Doreen Mackie
Jean Sutherland Executive Manager Corporate Services
Mr Jim Garrett Executive Manager Technical Services
Mr Azhar Awang Executive Manager Development Services

2.3 Approved leave of absence

Nil

3. DISCLOSURE OF INTEREST

Cr Douglas declared an impartiality interest in item 5.1 as he is a member of the leasing group.

4. PUBLIC QUESTION TIME

Nil

5. PURPOSE OF MEETING

Cr Douglas declared an impartiality interest in item 5.1 as he is a member of the leasing group.

5.1 Conservation and Upgrade Works to the Bindoon Town Hall – Tender Acceptance

Applicant	Shire of Chittering
File ref	04/19/18
Prepared by	Danica Kay, Executive Assistant
Supervised by	Gary Tuffin, Chief Executive Officer
Voting requirements	Absolute Majority
Documents tabled	Tender submissions Report from Griffiths Architects
Attachments	Nil

Background

Tenders were called on 15 February 2014 for the Bindoon Town Hall (Conservation and Upgrade Works). Tenders closed at 4pm on Wednesday 5 March 2014.

At the close of tender there was only one tender received as follows:

1. ECLAT Building Pty Ltd \$567,533 (GST inclusive)

One other tender was received after the closing date and time, from Robert Parker Homes.

On 19 March 2014, Council resolved as follows:

That Council:

1. *Not accept any tender for SC14-003 Bindoon Town Hall (Conservation and Upgrade Works); and*
2. *Readvertise the Bindoon Town Hall (Conservation and Upgrade Works) tender for a minimum of 14 days.*

The tender was advertised on 22 March 2014 for SC14-005 Bindoon Town Hall (Conservation and Upgrade Works). Tenders closed at 4pm on Friday 11 April 2014 and at the close of tender, four tenders were received.

Consultation

Gary Tuffin, Chief Executive Officer
Griffiths Architects

Statutory Environment

State: *Local Government Act 1995 s3.57 – Tenders for providing goods or services*

- (1) *A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*
- (2) *Regulations may make provision about tenders.*

State: *Local Government (Function and General) Regulations 1996, Part 4, Division 2 – Tenders for providing goods or services (s3.57), Regulations 11-24.*

Policy Implications

Purchasing Policy

Financial Implications

Council has allowed for the upgrade to the Bindoon Town Hall in their 2013/14 Budget.

Strategic Implications

Nil

Site Inspection

Site inspection undertaken: Yes

Triple Bottom Line Assessment

Economic Implications

There are no known significant economic implications with this proposal.

Social Implications

The completion of conservation and upgrade works to the Bindoon Town Hall will provide upgraded facilities for the community to use and conserve the heritage of the building

Environmental Implications

There are no known significant environmental implications associated with this proposal.

Comment

Four tender submissions were received for the tender. The tenders have been itemised in the table below according to the submitted tender prices and the selection criteria outlined in the RFT. Each submission has been allocated results for each weighted category:

Tenderer	Tender Price (Ex GST)	Relevant Experience (50%)	Capability (30%)	Management (20%)	Total
Robert Parker Homes	\$538,824.00	30%	20%	15%	65%
Clinton Long Project Management	\$417,881.65	40%	30%	20%	90%
Colgan Industries	\$350,984.50	45%	30%	15%	90%
Arrange Building	\$289,000.00	20%	10%	10%	40%

The table below indicates the results given to each tender submission based on the tender prices submitted and the qualitative selections criteria:

Tenderer	Tender Price	Qualitative	Total
Robert Parker Homes	1	2	3
Clinton Long Project Management	2	4	6
Colgan Industries	3	4	7
Arrange Building	4	1	5

In this respect it is recommended that Council consider awarding the tender to Colgan Industries.



5.1 OFFICER RECOMMENDATION/COUNCIL RESOLUTION – 180414

Moved Cr Douglas / Seconded Cr Norton

That Council:

1. accept the Tender submitted by Colgan Industries for \$350,984.50 (Ex GST) to complete the Bindoon Town Hall Conservation and Upgrade works;
2. advise all tenderers who the successful tenderer was; and
3. authorise the Shire President and Chief Executive Officer to sign and affix the Shire's Common Seal to the tender contract with Colgan Industries.

THE MOTION WAS PUT AND DECLARED CARRIED 5/0

6. CLOSURE

The Presiding Member declared the meeting closed at 5.05pm .



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