

Tender - T-2023-966 - Sports Field Maintenance Services**File No: X094136****Tender No: T-2023-966****Summary**

This report provides details of the tenders received for Sports Field Maintenance Services.

The tender is for maintenance of Redfern Oval, annual renovations and ad-hoc maintenance for all other natural turf sports fields within the City of Sydney.

The City manages 13 natural turf sports fields. The sports fields are primarily used by community sporting groups for activities such as training and matches, and cater for sports including cricket, soccer, rugby league, Aussie rules, Oz tag, touch football and field hockey, as well as informal sports and recreation. Redfern Oval is used for National Rugby League Women (NRLW), National Rugby League (NRL) reserve grade and pathways teams. It is also used as a backup training venue for the South Sydney Rabbitohs when their field at Heffron is not available, e.g. during renovations.

The key services to be delivered under the Sports Field Maintenance Services tender include:

- maintenance and renovation for Redfern Oval;
- schedule of rates for all other natural sports fields annual renovations; and
- schedule of rates for all other natural sports fields ad-hoc maintenance services.

This report recommends that Council accept the offer of Tenderer A for Sports Field Maintenance Services.

Recommendation

It is resolved that:

- (A) Council accept the offer of Tenderer A for Sports Field Maintenance Services for a period of three years, with the option of an extension of two further terms of two years each, if appropriate;
- (B) Council note that the total contract sum and contingency for Sports Field Maintenance Services is outlined in Confidential Attachment A to the subject report;
- (C) authority be delegated to the Chief Executive Officer to finalise, execute and administer the contract relating to the tender; and
- (D) authority be delegated to the Chief Executive Officer to exercise the option referred to (A) above, if appropriate.

Attachments

Attachment A. Tender Evaluation Summary (Confidential)

Attachment B. Schedule of Rates (Confidential)

Background

1. The City manages 13 natural turf sports fields. The sports fields are primarily used by community sporting groups for activities such as training and matches, and cater for sports including cricket, soccer, rugby league, Aussie rules, Oz tag, touch football and field hockey, as well as informal sports and recreation. Redfern Oval is used for National Rugby League Women (NRLW), National Rugby League (NRL) reserve grade and pathways teams. It is also used as a backup training venue for the South Sydney Rabbitohs when their field at Heffron is not available, e.g. during renovations.
2. The Sports Field Management Services contract (the contract) provides for maintenance and renovation of Redfern Oval, which requires specialist maintenance as it has a higher service level to comply with NRL standards. Redfern Oval has a unique soil profile to ensure optimum turf growth to achieve these standards. The supplier under this contract must have the ability to carry out renovations, returfing and ad hoc maintenance on the 12 other natural turf fields to ensure the fields are safe and suitable for use.
3. The other sports fields and ovals to be serviced include:
 - (a) Reg Bartley Oval;
 - (b) Waterloo Oval;
 - (c) Turruwul Park sports field;
 - (d) Alexandria Park Oval;
 - (e) Erskineville Oval;
 - (f) Alan Davidson Oval;
 - (g) Federal Park sports field;
 - (h) Jubilee Oval; and
 - (i) Wentworth Park sports fields (x4).
4. The management of Redfern Oval and renovation and returfing of the 12 other natural sports fields is currently managed under two contracts - Contract 1752 Redfern Oval Maintenance and Contract 1896 Landscape Minor Works Part B - Sports Field Turf Works.
5. These services have been consolidated under a single contractual framework to increase operational efficiencies for the City and enhance the attractiveness within the market by offering a more comprehensive and versatile service package across all sports fields.
6. The specialised expertise required across the different sports fields is aligned with the same suppliers operating (and previously bidding) on both. The market is small in the specialist sports field turf sector so consolidation will ensure a more cohesive and effective approach to sports field maintenance, thus ensuring value for money.

7. The specification, asset responsibilities and terms of the contract were reviewed as part of the procurement process to refine the existing service levels, and provide clear performance outcomes and accurate and transparent pricing.
8. The service outcomes defined under the contract have been designed to contribute to the City's strategic objectives:
 - (a) Sustainable Sydney 2030 - 2050 Continuing the Vision (Green);
 - (b) Environmental Strategy (Carbon, Water, Waste);
 - (c) Greening Sydney Strategy (Direction Two: Greening for All); and
 - (d) Stretch Reconciliation Action Plan (Actions 17 and 20).
9. The contract places emphasis on the Service Provider contributing to the City's Stretch Reconciliation Action Plan, and requires it to report on engagement with the local Aboriginal or Torres Strait Islander community through employment, purchasing and supporting local and social initiatives to meet contract outcomes.
10. The contract provides the following services:
 - (a) Redfern Oval turf management, including turf maintenance and renovations;
 - (b) Redfern Oval playing surface preparation in line with field bookings;
 - (c) Redfern Oval infrastructure inspection and maintenance;
 - (d) Redfern Oval cleansing;
 - (e) Other sports field renovations and returfing; and
 - (f) Other sports field ad hoc turf and infrastructure maintenance.
11. The contract specification is structured between core services for proactive maintenance delivered under a fixed annual Schedule of Prices, and Schedule of Rates for reactive or programmed work of variable quantity, to ensure staff have flexibility to deliver the services. Fixed Prices and Rates were tendered for the first year of the contract term, with a CPI adjustment to be used for any annual adjustments thereafter.
12. It is to be noted, synthetic sports fields are excluded from this tender and contract. The City will be procuring synthetic sports field maintenance services to be delivered by a specialist contractor under a separate procurement process and contract.

Invitation to Tender

13. Requests for Tender were advertised on Tenderlink, 24 January 2024 and closed 22 February 2024.

Tender Submissions

14. Four submissions were received from the following organisations:
 - Building Work Australia Co Pty Ltd - ABN 56 674 118 926
 - Gilba Solutions Pty Ltd - ABN 87 163 656 228
 - Green Options Pty Ltd - ABN 59 002 456 797
 - Solutions Grow Ltd t/a Landscape Solutions Maintenance - ABN 60 097 217 493
15. No late submissions were received.

Tender Evaluation

16. All members of the Tender Evaluation Panel have signed Pecuniary Interest Declarations. No pecuniary interests were noted.
17. The relative ranking of tenders as determined from the total weighted score is provided in the Confidential Tender Evaluation Summary – Attachment A.
18. All submissions were assessed in accordance with the approved evaluation criteria being:
 - (a) Experience - Demonstrated comprehensive experience in the services required to meet the contract specification in environments of similar context, size and complexity.
 - (b) Organisational Capacity and Resourcing - Comprehensive documentation detailing the organisational capacity and resourcing reflecting sufficient provision for meeting the contract specification.
 - (c) Program and Methodology - Comprehensive documentation detailing the planning, scheduling and methodology of maintenance and renovation activities to meet the contract specification.
 - (d) Price:
 - (i) Schedule of Prices; and
 - (ii) Schedule of Rates.
 - (e) Work Health and Safety.
 - (f) Financial and commercial trading integrity including insurances.

Performance Measurement

19. The appointed Service Provider will have its performance measured against an extensive list of key performance indicators including safety, quality of service, sustainability and contribution to the City's strategic objectives relevant to the services.

Financial Implications

20. There are sufficient funds allocated within this and next financial year's operating budget and future years' forward estimates.
21. The total contract value for Sports Field Maintenance Services is detailed in Confidential Attachment A.
22. The Schedule of Rates is detailed in Confidential Attachment B.

Relevant Legislation

23. The tender has been conducted in accordance with the Local Government Act 1993, the Local Government (General) Regulation 2021.
24. Local Government Act 1993 - Section 10A provides that a council may close to the public so much of its meeting as comprises the discussion of information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.
25. Attachment A and Attachment B contains confidential commercial information of the tenderers and details of Council's tender evaluation and contingencies which, if disclosed, would:
 - (a) confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business; and
 - (b) prejudice the commercial position of the person who supplied it.
26. Discussion of the matter in an open meeting would, on balance, be contrary to the public interest because it would compromise Council's ability to negotiate fairly and commercially to achieve the best outcome for its ratepayers.

Critical Dates / Time Frames

27. The existing contract for Redfern Oval Maintenance Services expires 30 June 2024. Part B of the Minor Landscape Works Contract has already expired. No extension of this contract was necessary as it was only used for spring sports field renovation and returfing. These services are not required again until September 2024, when the new contract will be utilised.
28. The proposed commencement of contract services is 1 July 2024.
29. The proposed initial contract term is three years with two options to extend. Each option is for a period of two years, with the total proposed contract length being seven years, ending in 2031.
30. Deferring the decision to award the tender would delay the rendering of services. This would risk the City's proactive management of Redfern Oval and the renovations and returfing of the City's other natural turf fields, resulting in potential financial and reputational impacts.

Options

31. Option 1 is to use internal service provision to deliver these services. This option is not recommended as the City does not have the specialised capabilities to render these services. It would require greater resources (human, financial and plant and asset) to render these specialised services, especially within the timeframe required to mitigate risks of inconsistent service delivery.
32. Option 2 is to deliver services through the existing Parks and Open Space Maintenance Contract. This option is not recommended as sports field maintenance is a speciality service which can lead to reputational risks if services are undertaken by providers without suitable experience and qualified specialised staff.

VERONICA LEE

Director City Services

Jacqui Brooks, Parks Assets and Services Manager