

**ITEM 8. TENDER – POP UP FURNITURE IN GEORGE STREET DURING THE
CBD AND SOUTH EAST LIGHT RAIL CONSTRUCTION**

FILE NO: S125091.005

TENDER NO: 1612

SUMMARY

The City is working in partnership with Transport for NSW on a Business Activation Program which will assist businesses stay connected with their customers during the CBD and South East Light Rail construction.

The Business Activation Program involves a number of initiatives suggested by local businesses during workshops held in 2015, including City facilitated activations/events intended to maintain street and public space vibrancy and footfall near construction zones, and thus support nearby businesses.

While construction is underway, the City plans to utilise space available to trial a 'light touch place making' program that will help enliven public spaces like underused traffic lanes, and keep the city liveable and lively. 'Light touch' amenities like flexible seating and planters are low-key, high-impact elements that help create a sense of place.

The purpose of the place making is to soften the areas near construction, encourage people to continue to visit the area, and support local businesses. It also gives Sydneysiders a taste of what could be possible once the light rail is built and there is more space for pedestrians to enjoy

The program will trial temporary/pop up furniture recommended in the City's George Street 2020 Public Domain Activation Strategy, endorsed by Council in August 2015.

This report provides details of the tenders received in response to the Request for Tender (RFT) for 'light touch place making' during the CBD and South East Light Rail construction.

The tenderer will manage the place making program, including all logistical aspects (bump in/out, storage of City-owned tables and chairs, and daily checks to ensure furniture and equipment is clean, suitable and safe).

On 2 February 2016, the RFT was advertised. The contract under the RFT will include an approved schedule of prices. Two activation zones on George Street have been identified for the 'light touch place making' in the first half of 2016, with the potential for further sites to be rolled-out during 2016-2017 (subject to the light rail project).

This report recommends that Council accept the tender offer of Tenderer 'B' for 'light touch place making' during the CBD and South East Light Rail construction.

RECOMMENDATION

It is resolved that:

- (A) Council accept the tender offer of Tenderer 'B' to manage 'light touch place making' during the CBD and South East Light Rail construction, initially proposed for two locations on George Street, with the potential to expand the program over 2016-2017 as more locations are identified; and
- (B) authority be delegated to the Chief Executive Officer to negotiate, execute and administer the contracts relating to the tender.

ATTACHMENTS

Attachment A: Tender Evaluation Summary (Confidential)

Attachment B: Schedule of Prices (Confidential)

(As Attachments A and B are confidential, they will be circulated separately from the agenda paper and to Councillors and relevant senior staff only.)

BACKGROUND

1. Transport for NSW (TfNSW) is delivering the CBD and South East Light Rail project, and has begun construction. Work has been split into 31 construction zones and is being staged along the light rail alignment throughout 2016 and 2017.
2. While light rail construction is underway, the City is keen to utilise space available near the construction zones to add vibrancy and support retail and local business.
3. The purpose of the low key activations is to soften the areas near where light rail construction is underway, encourage people to continue to visit the area, and support local businesses. It also gives Sydneysiders a taste of what could be possible once the light rail is built and there is more space for pedestrians to enjoy.
4. The place making will also trial elements, such as temporary/pop up furniture, recommended in the City's George Street 2020 Public Domain Activation Strategy, endorsed by Council in August 2015.
5. Specifically, this tender seeks a supplier to:
 - (a) provide project and site management to manage all logistical aspects including bump in/out, checks to ensure cleanliness and suitability of site including furniture and equipment, securing of table and chairs on site, and end of day furniture storage;
 - (b) manage and store City-owned tables and chairs, and undertake daily visual checks to ensure furniture and equipment is clean, suitable and safe; and
 - (c) supply, store and manage shade structures, eg, umbrellas, compliant with Australian Standards and suitable for outdoor public use, and any other equipment.

INVITATION TO TENDER

6. The Request for Tender was advertised in tTe Sydney Morning Herald, The Daily Telegraph, and Council's E-Tender website, Tenderlink, on 2 February 2016 and closed on 23 February 2016.

TENDER SUBMISSIONS

7. Three submissions were received from the following organisations (listed alphabetically):
 - Candy Mountain Foodservice Consulting Pty Ltd (as trustee of the Wilhelmus Family Trust);
 - Gentling Group Pty Ltd; and
 - Sold Out National Event Management
8. One late submission was received.

TENDER EVALUATION

9. All members of the Tender Evaluation Panel have signed Pecuniary Interest Declarations. No pecuniary interests were noted.
10. The relative ranking of tenders as determined from the total weighted score is provided in the confidential Tender Evaluation Summary – Attachment A.
11. All submissions were assessed in accordance with the approved evaluation criteria being:
 - (a) the schedule of prices;
 - (b) demonstrated capacity, experience and technical ability to carry out the work under the contract;
 - (c) proposed methodology;
 - (d) innovative activation ideas;
 - (e) Work Health and Safety; and
 - (f) financial and commercial trading integrity including insurances.

PERFORMANCE MEASUREMENT

12. A performance review will be carried out annually. This will be measured against the following Key Performance Indicators:
 - (a) meeting key objectives / deliverables;
 - (b) quality of work;
 - (c) timely delivery;
 - (d) required reporting;
 - (e) effective communications and willingness to work co-operatively; and
 - (f) Work Health and Safety compliance.

FINANCIAL IMPLICATIONS

13. There are sufficient funds allocated for this project within the 2015/16 operating budget and future years' forward estimates, in the Research, Strategy and Corporate Planning Unit budget.

RELEVANT LEGISLATION

14. 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.

15. Attachments A and B contain 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.
16. 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

17. If awarded, the contract will commence in April 2016 for a one year period, with the option for Council to extend the term for a further year, subject to satisfactory performance, and other operating models not being suitable.
18. Two sites on George Street have been identified for potential place making: Zone 4 (Hunter-King streets) and Zone 8 (Bathurst-Liverpool streets). Place making at both sites would begin as soon as possible if the tender is approved and would finish prior to the start of light rail construction at each site (Zone 8: construction begins June 2016 and Zone 4: construction begins July 2016). There is the potential for further place making opportunities at other sites throughout 2016 – 2017, subject to the NSW Government's light rail project.

OPTIONS

19. To not proceed with a supplier to manage 'light touch place making' during the CBD and South East Light Rail could result in:
 - (a) the inability to roll-out the program as there is a lack of Council resources available;
 - (b) reputational risk and perception from the business community that the City is not supportive of businesses during the period of disruption;
 - (c) increase risk that the city looks less attractive during construction, leaves a negative impression on visitors, shoppers and residents, and results in lower visitation; and
 - (d) a missed opportunity to trial elements recommended in the City's endorsed George Street 2020 Public Domain Activation Strategy.

PUBLIC CONSULTATION

20. The City hosted business workshops in the CBD (10 April 2015) and Surry Hills (16 July 2015) to explore creative ideas to help keep the city vibrant and activated during the works. Stakeholder consultations were also undertaken during the public exhibition of the City's George Street 2020 Public Domain Activation Strategy from 15 December 2014 to 30 April 2015. During these consultations, a temporary furniture program was identified/supported by businesses to help keep the city activated.

21. Further consultation is proposed, prior to installing place making activities, with businesses in the immediate area of the activation.

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