

**ITEM 19. TENDER – CROWD AND TRANSPORT MANAGEMENT FOR 2017
SYDNEY NEW YEAR’S EVE (WITH OPTION TO EXTEND FOR 2018)**

FILE NO: X008402.001

TENDER NO: 1718

SUMMARY

This report provides details of the tenders received for the provision of crowd and transport management for 2017 Sydney New Year’s Eve (with option to extend for 2018).

Sydney New Year’s Eve is one of the biggest annual celebrations in the world, attracting one million spectators along the Sydney Harbour foreshore and a global audience of one billion. The event is recognised as a Hallmark Event by the NSW Government and has an annual direct economic impact on NSW of more than \$133 million.

The City has responsibilities for the event as both event owner/producer and as a key landowner for areas that attract large crowds. The City is required to prepare an integrated crowd management plan, which provides a strategy for event attendee ingress and egress across land operated by multiple agencies, as well as put in place infrastructure and resources to manage the movement of crowds on City land in accordance with the plan. The City also must prepare a transport management plan that outlines the traffic and transport arrangements for the event, including road closures.

A tender was conducted for the supply of crowd and transport management services for the event for this year, with an option to extend for a further year. The scope of works includes components of the integrated crowd management plan, preparation of the transport management plan, and implementation of an operations plan for crowd management on City land.

This report recommends that Council accept the tender offer of Tenderer ‘D’ for the provision of crowd and transport management for 2017 Sydney New Year’s Eve (with option to extend for 2018).

RECOMMENDATION

It is resolved that:

- (A) Council accept the tender offer of Tenderer ‘D’ for the provision of crowd and transport management for a period of one year to cover 2017 Sydney New Year’s Eve, with the option of an extension of one year (to cover the event in 2018), as outlined in the financial implications of confidential Attachment A to the subject report;
- (B) authority be delegated to the Chief Executive Officer to negotiate, execute and administer the contracts relating to the tender; and
- (C) authority be delegated to the Chief Executive Officer to exercise the option referred to in clause (A), if appropriate, and negotiate the price to extend the contract accordingly.

ATTACHMENTS

Attachment A: Tender Evaluation Summary (Confidential)

(As Attachment A is confidential, it will be circulated separately from the agenda paper and to Councillors and relevant senior staff only.)

BACKGROUND

1. Sydney New Year's Eve is one of the world's biggest annual celebrations, and a Hallmark Event for NSW. The event includes two main fireworks displays and a Welcome to Country ceremony on Sydney Harbour, and lighting and projections on the Sydney Harbour Bridge. In addition, the City provides a number of free vantage points and services for the general public.
2. The City has responsibilities for the event as both event owner/producer and as a key landowner for areas that attract large crowds. These include the management of crowds and traffic. The event attracts more than 1 million people to the foreshores of Sydney Harbour, 46 per cent of whom are international visitors.
3. In August 2016, the NSW Department of Premier and Cabinet issued *NSW Whole of Government Crowd Management Guidelines* to ensure a consistent, proactive and integrated approach to minimising crowd-related risks at major public events. Under the Guidelines, the City must prepare an integrated crowd management plan for the event that consolidates and integrates the crowd management arrangements across multiple landowners.
4. 2016 Sydney New Year's Eve was the first major public event subject to the Guidelines. Working in close collaboration with stakeholders including Transport for NSW, NSW Police Force, NSW Roads and Maritime Services, and the Department of Premier and Cabinet, the City prepared the first integrated crowd management plan for a NSW Hallmark Event.
5. The crowd management plan was in addition to the City's existing requirement to prepare a transport management plan in its capacity as event owner. The transport management plan for the 2016 event was prepared by a City contractor under the final year of an existing contract for the services.
6. Successful implementation of the crowd management plan in 2016 required considerable resources including fencing, barricades, signage, event marshals, and security on City land. This was in addition to the public communications both prior to and during the event. The resources were primarily needed to manage the ingress and egress of people attending the event, and to facilitate public transport.
7. In 2016, Transport for NSW procured the required resources to implement the crowd management plan on City land. The City and Transport for NSW shared the costs of the resources under a Deed of Contribution. Transport for NSW agreed to undertake the procurement to assist the City with the 2016 event given the relatively late stage at which the Guidelines were released.
8. For 2017 onwards, the City is required to procure the required resources to implement the crowd management plan. Transport for NSW has agreed in principle to share the costs for the 2017 and 2018 event, as outlined in the Financial Implications later in this report. The preparation of the transport management plan is also included in the scope to ensure integration between crowd and transport management planning.
9. Accordingly, tenders were invited for the supply of crowd and transport management for 2017 Sydney New Year's Eve, with an option to extend for a further year to cover the 2018 event.

10. Tenderers were required to demonstrate experience in preparing detailed plans for the management of pedestrians, crowds and vehicles on large-scale outdoor public events, and the on-site coordination of resources to manage the safe and effective movement of people and vehicles.
11. The scope of work in the Request for Tender included:
 - (a) components of the Integrated Crowd Management Plan;
 - (b) preparation of the Transport Management Plan;
 - (c) preparation of an Operations Plan;
 - (d) implementation of the Operations Plan; and
 - (e) post-event review.
12. The City will pay a lump sum for the provision of items 11(a) – (c) and (e) above in the scope of work for each event. The cost of delivering item 11(d) above will be determined as part of the Operations Plan due under the contract, but is constrained to occur within an overall project budget for the work, as outlined in confidential Attachment A.

INVITATION TO TENDER

13. The Request for Tender was advertised in The Sydney Morning Herald, The Daily Telegraph and via the City's online eTendering portal on Tuesday 11 April 2017. The closing date for submissions was Tuesday 2 May 2017.

TENDER SUBMISSIONS

14. Four submissions were received from the following organisations:
 - Australian Concert and Entertainment Security Pty Ltd trading as ACESGroup
 - Nosey Business Pty Ltd trading as Lock It Down
 - Secure Events and Assets Pty Ltd
 - Sheridan Consulting Group Pty Ltd.
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) demonstrated relevant experience, capacity and technical ability to carry out the work under the contract;
 - (b) demonstrated capability, qualifications and experience of the specified personnel;
 - (c) suitability of the project plan and quality assurance processes to successfully deliver the services within the project budget;
 - (d) detail and suitability of the proposed methodology, and demonstrated understanding of the scope and nature of the services;
 - (e) Work, Health and Safety; and
 - (f) financial and commercial trading integrity including insurances.

PERFORMANCE MEASUREMENT

19. Key Performance Indicators were set out in the Request for Tender documentation as follows, and will be included in any resultant contract:
- (a) delivery of all elements of the scope;
 - (b) quality of work;
 - (c) time;
 - (d) reporting;
 - (e) communication; and
 - (f) Work, Health and Safety compliance.
20. Performance of the contractor will be evaluated regularly, at least annually following each Sydney New Year's Eve event, and always upon completion of the contract.

FINANCIAL IMPLICATIONS

21. The City is in negotiations with Transport for NSW to secure a financial contribution towards the cost of the work for both the 2017 and 2018 events, as outlined in confidential Attachment A. Transport for NSW shared the cost of similar work for the 2016 event.
22. The basis of the Transport for NSW financial contribution is the significant disruption to George Street as a result of the light rail project. The effect is that considerable crowd management operations are required to ensure the safe movement of crowds around construction zones.
23. Whilst the City is confident that a cost share arrangement can be secured for the 2017 and 2018 events, Transport for NSW has indicated that such an arrangement is unlikely to continue beyond that time. As such, the cost of similar work on the 2019 event and beyond would need to be borne fully by the City.

24. There are sufficient funds allocated for this project within the 2017/18 operating budget and future years' forward estimates on the basis of the cost share arrangement with Transport for NSW being in place.
25. In the unlikely event that the financial contribution by Transport for NSW is withdrawn, additional funds may be required for this project. Acceptance of the recommended tender, combined with the withdrawal of the Transport for NSW contribution, would require Council to approve General Contingency funds for the project as detailed in confidential Attachment A.

RELEVANT LEGISLATION

26. 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.
27. Attachment A 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.
28. 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

29. To enable sufficient time to prepare both a draft integrated crowd management plan and draft transport management plan for the 2017 event, a contract must be signed by the end of July 2017.
30. Deferral of a decision would impact on the contractor's ability to deliver the scope of services for 2017 Sydney New Year's Eve, and compromise the City's ability to meet its obligations under the Guidelines.

OPTIONS

31. Not proceeding with engaging a contractor to provide crowd and transport management would put the City's ability to safely deliver the Sydney New Year's Eve event at risk. It would also potentially jeopardise the Hallmark status of the event, noting it is a requirement under the Guidelines that the owner of a Hallmark Event prepare an integrated crowd management plan for the event.

PUBLIC CONSULTATION

32. As per crowd management arrangements for Sydney New Year's Eve in previous years, significant pre-event consultation will be undertaken to advise of the arrangements in place that may affect attendees, residents, businesses and stakeholders, such as road closures.

33. Whilst the contractor engaged to deliver crowd and transport management services would be involved in these consultation processes, they will be led by the City and include other relevant agencies as appropriate including the NSW Police Force and Transport for NSW.

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