

3 OFFICE RELOCATION INVESTIGATION (BIRIPI WAY, TAREE)

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File No. / ECM Index Commercial Industrial Premises: Cnr Manning River Drive and Biripi Way
Date of Meeting 24 January 2018

REPORT SUMMARY

The purpose of this report is to provide an update in relation to the status of the project management arrangements for the office relocation investigation project concerning the newly acquired 2 Biripi Way, Taree.

SUMMARY OF RECOMMENDATION

That Council note the contents of this Report.

FINANCIAL/RESOURCE IMPLICATIONS

In consideration for the provision of project management services by the successful tenderer (Montlaur Project Services Pty Ltd (**Montlaur**)), Montlaur will be reimbursed for their work based on the agreed hour rate fees in accordance with a budget approved by Council.

LEGAL IMPLICATIONS

Following the appointment of Montlaur as the successful tenderer under the Request for Tender (02/18 - TEN _ MCC OFFICE), Montlaur and Council have entered into a contract for the provision of project management services pursuant to AS 4122-2010 - General Conditions for Contract for Consultants (**Contract**).

The services to be provided by Montlaur under the Contract are staged, and the commencement of each stage is subject to a request from Council (in writing) to provide the services relevant to that stage.

BACKGROUND

At the request of the General Manager, on 22 November 2017 the RFT was issued via Tenderlink (**RFT**) requesting tenders from appropriately qualified and experienced persons to undertake the services of 'Project Manager' for the potential office relocation of four existing MCC administration centre sites into one consolidated site at 2 Biripi Way, Taree.

The RFT confirmed that any such appointment would be subject to Council approving the usage of the proposed project site as its new central office administration centre.

Advertisements notifying the general public of the RFT were placed in the Sydney Morning Herald (25 November 2017), the Great Lakes Advocate (22 November 2017) and the Manning River Times (22 November 2017).

Tenders closed at 4.30pm on 15 December 2017

CURRENT STATUS

In total six tenders were received as follows (in alphabetical order):

- Coffey Services Australia Pty Ltd (Coffey)
- Montlaur Project Services Pty Ltd (Montlaur)
- Principal Project Consulting Pty Ltd t/as Principle Project Management NSW (PPM)
- Projects & Infrastructure Holdings Pty Ltd (P&I)
- Public Works Advisory (Public Works)
- Savills Project Management Pty Ltd (Savills)

The Evaluation Panel assessed all six tenders against the evaluation criteria and determined that Montlaur offered the best value for money when compared to the other tenderers and otherwise satisfied the evaluation criteria requirements. Accordingly, the Evaluation Panel recommended to the General Manager that Montlaur be appointed as the successful tenderer and awarded the Contract. The General Manager accepted this recommendation and awarded the contract.

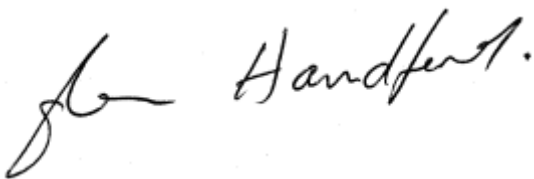
As part of the Initiation Stage, Montlaur is currently preparing a high level summary of the following:

- An estimate for the likely cost of all necessary investigations (including concept design and quantity surveyor report preparation) in order to determine project feasibility; and
- A program outlining the anticipated timing of those investigations.

As soon as that high level summary is available, a report will be prepared for Council's consideration.

RECOMMENDATION

That Council note the contents of this Report.

A handwritten signature in black ink, appearing to read 'Glenn Handford', is written over a faint, larger version of the same signature.

Glenn Handford
GENERAL MANAGER