



***CONTRACTS APPROVAL
DELEGATED COMMITTEE***

MINUTES

24 February 2021

**MINUTES OF THE MEETING OF THE SPECIAL CONTRACTS APPROVAL DELEGATED
COMMITTEE OF THE BALLARAT CITY COUNCIL, HELD BY A VIRTUAL MEETING
ON WEDNESDAY 24 FEBRUARY 2021 AT 12:30PM**

**Evan King
(Chief Executive Officer)**

MINUTES

ORDER OF BUSINESS:

PRESENT

Cr Ben Taylor (Chair)
Cr Daniel Moloney

IN ATTENDANCE

Mr Evan King (Chief Executive Officer)
Mr Sean Portelli (Director Corporate Services)
Ms Bridget Wetherall (Director Infrastructure and Environment)
Mr Vaughn Notting (Executive Manager Infrastructure)
Mr Trevor Harris (Procurement Co-ordinator)
Ms Lorraine Sendall (Minutes)

APOLOGIES

Cr Tracey Hargreaves

DECLARATIONS OF INTEREST

No conflicts of interest were recorded.

CONFIRMATION OF MINUTES

RESOLUTION:

That the minutes of the Contracts meeting held on 10 February, 2021 as circulated, be confirmed.

Moved Cr Ben Taylor
Seconded Cr Daniel Moloney

CARRIED

SECTION 66 MATTERS

RESOLUTION:

That the Committee resolves, pursuant to Section 66 of the Local Government Act 2020, that the meeting be closed to members of the public, whilst the Committee is dealing with the following matters, that may include matters that are Commercial in Confidence that may prejudice Council: -

Moved Cr Daniel Moloney
Seconded Cr Ben Taylor

CARRIED

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**5.1 CONTRACT 2020/21-109 PANEL OF APPROVED SUPPLIERS
ICT DEVELOPMENT SERVICES**
(RO – Sean Portelli / Rhett Nunn)

SUMMARY

This report recommends that the Contracts Approval Delegated Committee approves the awarding of an approved panel of suitably skilled suppliers for ICT development services to augment the internal ICT development capability in accordance with Council's Procurement Policy.

A thorough tender evaluation process was undertaken and the evaluation panel recommended that thirteen (13) vendors met the required criteria to be approved for the panel of suppliers.

BACKGROUND

1. The Information Services unit is seeking to augment its in-house ICT development capability in solving business problems to meet the current and desired future state of the organisation.
2. With significant investment in Microsoft's cloud platform, the City of Ballarat's current approach is to develop, migrate and operate all business workload, data, integration, automation, and intelligence in the platform.
3. The panel sought suitability qualified and skilled partners who specialise in Microsoft's cloud platforms, which includes:
 - Microsoft Azure
 - Microsoft Office 365
 - Microsoft Dynamics 365
 - Microsoft Azure DevOps

KEY MATTERS

4. Due to the volume of development activities to be completed, a combination of in-house and partner resources will be required to continue delivering these solutions across the organisation.
5. A broader Municipal Association of Victoria (MAV) panel is currently underway and will compliment this panel's specialist depth. In turn, both panels will afford the organisation a robust selection of approved suppliers.

RESOLUTION

That the Contracts Approval Delegated Committee:

1. **Resolves to enter into Contract Number 2020/21 - 109 for the provision of Panel of Approved Suppliers – ICT Development Services, with the following vendors:**
 - **Sturm Software Engineering**
 - **B2Six Group Pty Ltd**
 - **CKI Group Pty Ltd**
 - **Miktysh Solutions Pty Ltd atf The Schloman B1 Trust t/a Miktysh**
 - **Olikka Pty Ltd (previously trading as The trustee for Olikka Unit Trust t/a Olikka)**
 - **Hyperware Consulting Pty Ltd atf The Hyperware rust**
 - **RXP Services Pty Ltd t/a RXP Group**

- **Barhead Solutions Australia Pty Ltd**
- **Telstra Corporation Limited**
- **DXC Eclipse Pty Ltd**
- **Velrada Capital Pty Ltd**
- **HCL Australia Services Pty Ltd**
- **Deloitte Consulting Pty Ltd**

2. **Delegate to the Chief Executive Officer authority to execute the associated Contracts on behalf of Council.**

Moved Cr Ben Taylor
Seconded Cr Daniel Moloney

CARRIED

5.2 CONTRACT 2020/21-264 AIRPORT HUT (RO – Bridget Wetherall / Michael O'Connell)

SUMMARY

This report recommends that the Contracts Approval Delegated Committee approves the awarding of a Contract for the renewal of Ballarat Airport Hut #44 and #45.

The scope of this contract involves the renewal of the existing heritage listed buildings for community use. The work includes upgrades to the surrounding infrastructure that services multiple other buildings within the precinct.

BACKGROUND

1. The renewal of Huts #44 and #45 is a continuation of a program of projects which have been successfully completed in the community use precinct of the Ballarat Airport.
2. The community use precinct of the Ballarat Airport consists of a number of heritage listed huts that were constructed during the WW II era. These huts were initially constructed as barracks for Australian air force personnel who trained in Ballarat as part of the program for war time bomber flight crews.
3. The air force huts have a heritage overlay in place that requires the buildings to be retained. The renewal of Hut #44 and Hut #45 is being completed as part of Council's capital renewal program to restore existing infrastructure to meet current building regulations, remove hazardous materials, improve accessibility and to enhance the user group amenity.

KEY MATTERS

4. The existing Hut #44 and #45 buildings are currently used by the Rotary Club of Ballarat East, Ballarat Billiards & Snooker Association and the Central Highlands Dart League.
5. The existing buildings do not meet the current building regulations, with non-compliance for toilets and access for all abilities to the public spaces.

6. The existing buildings contain a large amount of hazardous materials, in particular asbestos.
7. The structure is failing in areas that are not accessible to the public however, the building is beginning to exhibit signs of demolition by neglect.
8. The tender includes a scope of work for the provision of new in ground stormwater lines that will improve drainage across the community use building precinct. The stormwater infrastructure will provide a connection point for the building downpipes. This is a key reason for the footing failure for multiple buildings at the site and forms part of the requirements for a building permit to be issued for the project.
9. The tender also includes a scope of work for the upgrade of the incoming fire service and cold water lines to the community use building precinct. This work is required to remove the current failed asbestos in ground fire service and to provide compliant firehydrant coverage to multiple buildings in the precinct. This is also a requirement to obtain a building permit for the works.
10. The tender submission from Ducon Maintenance Pty Ltd was the lowest price tender submission. Although a Melbourne based builder, Ducon Maintenance Pty Ltd was able to demonstrate through the local content assessment information how local subcontractors and suppliers will be used in the project. Their experience on similar heritage renewal projects was well documented and supported by reference checks on both nominated referees and projects currently underway.
11. Ducon Maintenance Pty Ltd provided clear responses to the weighted key selection criteria. In particular, the work methodology supplied provided a high degree of confidence that Ducon Maintenance Pty Ltd had a clear understanding of the project scope with strategies in place to mitigate project risks.
12. The Evaluation Panel assessed Ducon Maintenance Pty Ltd as the successful tenderer with the best Value for Money calculation.

RESOLUTION

The Contracts Approval Delegated Committee resolves to:

- 1. Award Contract 2020/21-264 for the Ballarat Airport Hut #44 and #45 renewal to Ducon Maintenance Pty Ltd for the total tendered price of \$875,602.00 (GST exclusive).**
- 2. Delegate to the Chief Executive Officer authority to execute the associated Contract on behalf of Council.**

Moved Cr Daniel Moloney
Seconded Cr Ben Taylor

CARRIED

5.3 CONTRACT MAV VP213538
(RO – Sean Portelli / Adrian Smith)

SUMMARY

This report recommends that the Contracts Approval Delegated Committee approves the awarding of a Contract for the supply of two four-wheel drive tractors for our Parks Maintenance department.

BACKGROUND

1. Tractors are essential for maintaining the parks and open spaces throughout the municipality and the current tractors have been in service since 2011 and 2012.

KEY MATTERS

2. Six submissions were received from four suppliers.
3. Two submissions were deemed non-conforming due to having no machine to evaluate.
4. The purchase is part of Council's plant replacement program.

RESOLUTION

The Contracts Approval Delegated Committee resolves to:

1. Award through MAV Contract VP213538 for the the supply of two, four-wheel drive tractors to CMS Ballarat for the supply of Fendt 512 machines for the total tendered price of \$323,112.00 (GST inclusive). These tractors will replace the current units, Fleet numbers 7251- Purchased 2011 and 7252-Purchased 2012.
2. Delegate to the Chief Executive Officer authority to execute the associated Contract on behalf of Council.

Moved Cr Ben Taylor
Seconded Cr Daniel Moloney

CARRIED

SECTION 66 MATTERS

RESOLUTION:

That the Committee resolves to come out of Section 66 and adopt the resolutions made therein.

Moved Cr Ben Taylor
Seconded Cr Daniel Moloney

CARRIED

There being no further business, the Chairperson declared the meeting closed at 12.56pm

Confirmed this 10th day of March, 2021

Cr Ben Taylor

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Cr Ben Taylor
Chairperson