



**Addendum 001**

**For**

**Contract No. & Name:**

RFQ45.2024 – Taylor Park Demolition

RFQ 46.2024 – Taylor Park Earthworks and Tree Removal

RFQ 48.2024 – Taylor Park Handrails and Metalwork

RFQ 49.2024 – Taylor Park Brick Paving

RFQ 50.2024 – Taylor Park Installation and Fixtures

RFT 47.2024 – Taylor Park Concrete Works

RFT 51.2024 – Taylor Park Equipment Install, Softfall Amenity and Certification

**Date of addendum: Monday 13 January 2025**

**Weddin Shire Council**

## Addendum 001

### PACKAGING RFQ AND RFT SUBMISSIONS

Applicants have an option to submit individual quotes / tenders or one tender that covers all / multiple quotes and/or tenders. Please note if you wish to submit one tender that covers all / multiple quotes and/or tenders then you will be required to itemise the individual RFQ/RTF in a schedule of rates for evaluation purposes.

Please refer to Councils Procurement Policy (1.23.03) and Policy for Local Preference (1.24.02).

Council encourages the use of local contractors.

### EVALUATION

Unless otherwise stated in the RFQ or RFT documentation, evaluation will be based on the following. It has come to Council's attention that RFQ 48.2024, RFQ 49.2024 and RFQ 50.2024 were missing the evaluation information.

Council's delegated representatives and consultant will form an assessment panel and assess the submissions based on the established evaluation criteria below. A final evaluation report will be prepared by the assessment panel, incorporating any comments. The assessment panel will then make recommendation to the General Manager or Council (depending on monetary value) based on the outcome from the evaluation report.

Following the approval, Council will enter into a contract with the winning applicant(s) in accordance with details in the relevant RFQ and/or RFT.

#### **Evaluation Objectives**

The assessment panel will assess submissions to identify the submission(s) that it considers to be the most advantageous.

#### **Evaluation Governance**

The assessment committee may seek clarification from, and enter into discussion with, any or all of the applicants in relation to their quotations. It is not permissible for Council delegated representatives or the consultant to negotiate with applicants during the evaluation process.

#### **Technical worth (Evaluation Criteria)**

For each submission, a quantitative (score: 1 to 10) and qualitative (comment) assessment of the submission will be undertaken to determine the degree of effectiveness against the following weighted Evaluation Criteria:

<b>NO</b>	<b>Item</b>	<b>Description</b>	<b>Score</b>	<b>Weighting</b>
1	Pricing	Project Cost Note Councils Local Preference Policy (1.24.2) applies to this project. A local preference price will be applied to local suppliers.	1 to 10	30%
2	Work Health & Safety	Addresses all WHS criteria, WHS Management Plan and Safe Work Method Statements.	1 to 10	25%
3	Experience	Demonstrated experience in projects that were of a similar nature, cost and type works that the applicant had previously successfully completed with a good track record (project met on time and within budget; non-conformity status etc). Provides contact details for 2 referees and project description.	1 to 10	25%
4	Methodology & Project Planning	Details of the overarching planning, implementation and completion. Include project milestones.	1 to 10	20%

### **Council's Decision**

Council delegated representatives and the consultant will not necessarily accept any response. All final decisions in relation to this procurement process will be made by the General Manager or Council having regard to the assessment panel's recommendations. All applicants will be informed in writing of the outcome of their tender at the conclusion of the procurement process.

### **UNDERGROUND UTILITIES**

It stated in the RFQ and RFT documentation: before starting construction work, the applicant needs to establish the precise locations of all underground and other services at and around the Site. Utilise Dial Before You Dig, service owner information, service locators, pot-holing and other non-destructive techniques.

In addition to the applicant undertaking the above, Council will be identifying and marking out Council's recycled effluent lines and have the underground power supply lines (from Middle Street, to the rotunda then onto the toilet amenities) identified in Taylor Park.

### **CLARIFICATION OF SCOPE OF WORKS**

Where clarification of Scope of Works for RFQ's have been sort, a document has been developed and uploaded to Councils website for each RFQ in accordance with Council's Procurement Policy. These will be updated accordingly. It is the responsibility of suppliers to check any clarifications that may be updated on Council's website prior to their submission.

### **RFT47.2024 – TAYLOR PARK CONCRETE WORKS**

Please note the contact for this tender is now Shahreen Alford and all enquiries for this Tender still need to be submitted through VendorPanel.

### **RFQ46.2024 – TAYLOR PARK EARTHWORKS AND TREE REMOVAL**

Please see the new Appendix added on Wednesday 15 January 2025, Appendix D. Which is the BOQ for earthworks.