



TWEED
SHIRE COUNCIL

Chair: Tr K Milne

Trustees: G Bagnall (Deputy Chair)
C Byrne
B Longland
W Polglase
P Youngblutt

Agenda

Tweed Coast Holiday Parks Reserve Trust Meeting Thursday 21 April 2016

held at Murwillumbah Cultural and Civic Centre
commencing at 5.00pm

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Items for Consideration of the Trust:

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CONFIRMATION OF MINUTES

- 1 [CONMIN-TCHP] Confirmation of Minutes of the Ordinary Tweed Coast Holiday Parks Reserve Trust Meeting held Thursday 17 March 2016

SUBMITTED BY: Corporate Governance



Civic Leadership

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK:

- 1 Civic Leadership
 - 1.2 Improve decision making by engaging stakeholders and taking into account community input
 - 1.2.2 Decisions made relating to the allocation of priorities will be in the long-term interests of the community
-

SUMMARY OF REPORT:

The Minutes of the Ordinary Tweed Coast Holiday Parks Reserve Trust Meetings held Thursday 17 March 2016 are attached for information and adoption by the Trust.

RECOMMENDATION:

That the Minutes of the Ordinary Tweed Coast Holiday Parks Reserve Trust Meetings held Thursday 17 March 2016 be adopted as a true and accurate record of proceedings of that meeting.

REPORT:

As per Summary.

COUNCIL IMPLICATIONS:

a. Policy:

Code of Meeting Practice Version 2.5.

b. Budget/Long Term Financial Plan:

Not applicable.

c. Legal:

Not Applicable.

d. Communication/Engagement:

Inform - We will keep you informed.

UNDER SEPARATE COVER/FURTHER INFORMATION:

To view any "**non confidential**" attachments listed below, access the meetings link on Council's website www.tweed.nsw.gov.au or visit Council's offices at Tweed Heads or Murwillumbah (from Friday the week before the meeting) or Council's libraries (from Monday the week of the meeting).

Attachment 1

Minutes of the Ordinary Tweed Coast Holiday Parks Reserve Trust Meeting held Thursday 17 March 2016 (ECM 3995572).

REPORTS THROUGH THE ACTING EXECUTIVE MANAGER OF THE TRUST

REPORTS FROM THE ACTING EXECUTIVE MANAGER OF THE TRUST

2 [A/EM-TCHP] Request for Sponsorship to Assist in Purchase of an All-Terrain Vehicle (ATV) for Salt Surf Life Saving Club

SUBMITTED BY: Holiday Parks

FILE REFERENCE: GC3/8/2

SUMMARY OF REPORT:

This report recommends the Trust approves the sponsorship request from Salt Surf Life Saving Club in the amount of \$9,000.00 excluding GST to provide the funds necessary to purchase a near new All-Terrain Vehicle (ATV).

RECOMMENDATION:

That the Tweed Coast Holiday Parks Reserve Trust approves the sponsorship request from Salt Surf Life Saving Club in the amount of \$9,000.00 (excluding GST) for the purchase of an All-Terrain Vehicle (ATV).

REPORT:

For the information of Trustee's, the Tweed Coast Holiday Parks has assisted a variety of community service clubs and volunteer groups over the years. The form of assistance provided has been by providing free/discounted site fees for raffles or use in events as well as providing sponsorship to help finance larger projects.

Examples of the latter have been:-

- Sponsoring the Fingal Head Primary School to help purchase an outdoor playground shade structure;
- Sponsoring a number of Tweed Surf Life Savings Clubs to purchase beach rescue equipment such as rescue tubes, rescue boards and portable beach patrol arena shade structures;
- Sponsoring the Cudgen Headland Surf Life Saving Club to assist in the purchase of an all-terrain vehicle.

Recently a sponsorship request was received by the Executive Manager of the Trust from Salt Surf Life Saving Club (Salt SLSC) to assist in the acquisition of an all-terrain vehicle (ATV).

The need for a new ATV is to provide an appropriate response vehicle for rescues and therefore enhance the safety of swimmers. The ATV is a necessary piece of life saving equipment used on the beach for transportation of patients and equipment in emergency situations.

Salt SLSC has applied to purchase a near new ATV used during the 2016 Australian Surf Life Saving Championships for 50% of the new vehicle price of \$18,000.

OPTIONS:

1. Approves the sponsorship to Salt SLSC in the amount of \$9,000 excluding GST to assist in the purchase of the new ATV;
2. Does not approves the sponsorship to Salt SLSC in the amount of \$9,000 excluding GST to assist in the purchase of the new ATV.

CONCLUSION:

As per the recommendation.

COUNCIL IMPLICATIONS:

a. Policy:

Corporate Policy Not Applicable.

b. Budget/Long Term Financial Plan:

Funds to be expended are available within the Tweed Coast Holiday Parks budget.

c. Legal:

Not Applicable.

d. Communication/Engagement:

Inform - We will keep you informed.

UNDER SEPARATE COVER/FURTHER INFORMATION:

Nil.

3 [A/EM-TCHP] Request for Offer TCHP2016002 - Provision of Civil Construction Works for Pottsville South Holiday Park, Tweed Coast Road, Pottsville

SUBMITTED BY: Holiday Parks

FILE REFERENCE: GC3/8/2

SUMMARY OF REPORT:

Request for Offer TCHP2016002 was called to provide the civil construction works required as part of the partial redevelopment of Pottsville South Holiday Park.

Offers were officially invited in accordance with the provisions of the Local Government Act 1993 and the NSW Local Government (General) Regulation 2005. Offer submissions closed at 4.00pm (local time) on Wednesday 16 March 2016 in the Tender Box located in the foyer at the Tweed Shire Council Civic and Cultural Centre, Murwillumbah NSW 2484.

RECOMMENDATION:

That:

- 1. The Tweed Coast Holiday Parks Reserve Trust awards the contract TCHP2016002 - Provision of Civil Construction Works for Pottsville South Holiday Park, Tweed Coast Road, Pottsville to Uki Holdings Pty Ltd trading as Hardings Earthmoving for the amount of \$925,672.34 (exclusive of GST).**
- 2. The Acting Executive Manager be granted delegated authority to approve appropriately deemed variations to the Request for Offer and those variations be reported to the Trust following completion of the tendered works/services.**
- 3. ATTACHMENTS 1 and 2 are CONFIDENTIAL in accordance with Section 10A(2) of the Local Government Act 1993, because they contain:-**
 - (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.**

REPORT:

Offer Background

Request for Offer TCHP 2016002 Provision of Civil Construction Works for the Pottsville South Holiday Park was called to engage a suitably qualified and experienced organisation to provide a service to demolish the existing infrastructure and construct new infrastructure for part of the existing Pottsville South Holiday Park.

The work to be performed under the subsequent Contract includes the provision of all labour, plant and materials and the performance of all operations of whatever kind necessary for the complete and proper construction for demolition of existing infrastructure, bulk earthworks, pavements, sewer reticulation, water reticulation, electrical services and landscaping.

Offer Advertising

Offers were officially invited in accordance with the provisions of the Local Government Act 1993 and the NSW Local Government (General) Regulation 2005. The Offers were advertised on 16 February 2016 in Sydney Morning Herald. The Offer was also advertised in Brisbane Courier Mail, Gold Coast Bulletin, Tweed Link and on Council's website.

Offer submissions closed at 4.00pm (local time) on Wednesday 16 March 2016 in the Tender Box located in the foyer at the Tweed Shire Council Civic and Cultural Centre, Murwillumbah NSW 2484.

Offer Addendums

There were four (4) Notice to Bidders issued before close of Offer.

Addendum No. 001 was issued to advise Bidders of additional information consisting of four (4) pages of Geotechnical Bore logs information for sewer line 1.

Addendum No. 002 was issued to advise Bidders and provide Minutes from Pre-tender site meeting held Thursday 25 February 2016.

Addendum No. 003 was issued to advise Bidders of a change to Offer Closing Date and included an alternative sewer option Schedule for Section 5 of the submission schedules.

Addendum No. 004 was issued to advise Bidders of addition specification requirements for the alternative sewer option as advised in the Addendum 003.

Offer Submissions

At the closing time for Offer submissions, the Tender Box was opened and six (6) Offers received. Offers were recorded as below:

Bidder	ABN
Eire Constructions Pty Ltd	23 116 308 573
Entracon Civil Pty Ltd	35 118 370 077
Uki Holdings Pty Ltd T/A Hardings Earthmoving	68 002 019 794
Ledonne Constructions Pty Ltd	68 003 717 117
TCDE Pty Ltd T/A Tweed Coast Demolition and Excavations	45 156 410 589
Australian Reinforcing Company (ARC)	89 069 426 955

Late and/or Non-Conforming Offers

The Offer from ARC was for the supply of reinforcement steel only required for the project therefore it was not considered in this evaluation.

Post Offer Correspondence

Nil

Offer Evaluation Panel

Council's Offer Evaluation Panel was made up as follows:

Position
Acting Unit Coordinator - Holiday Parks
Design Engineer
Contract Engineer

Evaluation Criteria

Offers were evaluated as per the Offer Evaluation Plan dated 16 February 2016. The Offer Evaluation Plan was developed on the premise that competitive offers were to be received and scored against specific criteria in order to select the best value offer.

A copy of the Offer Evaluation Report is attached in ATTACHMENT 1 which is CONFIDENTIAL in accordance with Section 10A(2)(d) of the Local Government Act, 1993, because it contains commercial information in relation to the offers, the disclosure of which would likely to prejudice the commercial position of the bidders if it was provided. The information identifies the bidders in relation to the offer price and the evaluation of the products offered by the bidder. If disclosed, the information would be likely to prejudice the commercial position of the bidder in terms of market competitiveness by giving their competitors an advantage. Accordingly, disclosure of the information is not in the public interest.

Criterion	Document Reference	Weighting (%)
Value for Money (Normalised Offer Price)	Schedule 2 & 3	40
Experience Capability & Resources	Schedule 4 & 5	20
Methodology & Programming	Schedule 6	10
WHS, Quality & Environmental Management	Schedule 7	10
Subcontractors	Schedule 8	5
Company Insurances	Schedule 9	Yes/No Item
Sustainable Procurement	Schedule 10	5
Local Content (Development of Local Business/Industry) (Mandatory 10% assessment as per Policy)	Schedule 11	10
	Total	100

OPTIONS:

1. The offer from Uki Holdings Pty Ltd trading as Hardings Earthmoving be accepted to the value of \$925,672.34 exclusive of GST for tender TCHP2016-002 Provision of Civil Construction works for Pottsville South North Holiday Park; or
2. The offer from Uki Holdings Pty Ltd trading as Hardings Earthmoving to the value of \$925,672.34 exclusive of GST for tender TCHP2016-002 Provision of Civil Construction works for Pottsville South Holiday Park is not accepted.

CONCLUSION:

The Tweed Coast Holiday Parks Reserve Trust awards the contract TCHP2016-002 Provision of Civil Construction works for Pottsville South Holiday Park to Uki Holdings Pty Ltd trading as Hardings Earthmoving for the amount of \$925,672.34 (exclusive of GST).

IMPLICATIONS:

a. Budget:

Implications as contained within the report.

UNDER SEPARATE COVER/FURTHER INFORMATION:

(Confidential) Attachment 1. Request for Offer TCHP2016002 – Offer Evaluation Report (ECM4014565).

(Confidential) Attachment 2. Request for Offer TCHP2016002 - Evaluation Scoresheet (ECM4013017).

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