

12.2 Request for Proposal – Feasibility Study for Caravan Park/Backpackers Accommodation in Port Hedland (File No.: 08/03/0003)

Officer	Eber Butron Director Planning & Development
Date of Report	21 May 2012
Disclosure of Interest by Officer	Nil

Summary

The purpose of this report is to provide a summary of submissions received for the Request for Proposal for the preparation of a feasibility study for Caravan Park/Backpackers Accommodation in Port Hedland.

It is recommended to engage AEC to undertake the project.

Background

Submissions were sought from consultants to prepare a feasibility study for Caravan Park/Backpacker Accommodation. The study will include:

1. Caravan Parks/Backpacker short stay accommodation analysis
2. Tourism Value
3. Stakeholder Consultation
4. Development of an Implementation Plan
5. Concept design and associated works.

Consultation

The request for proposal was publicly advertised seeking submissions from suitably qualified consultants. Six (6) submissions were received.

Assessment of the submissions was undertaken internally between officers in the Economic Development and Strategy section the Community Services section.

Statutory Implications

This Request for Proposal was called in accordance to the Local Government Act (1995) provisions.

Policy Implications

This Request for Proposal was called in accordance with Council's Procurement Policy 2/007.

Strategic Planning Implications

The feasibility study will address several elements of Council's Strategic Plan. The predominant strategy is:

Key Result Area 3: Economic and
Development
Goal 3: Tourism
Immediate Priority 2: Ensure that new Caravan
Park/Backpackers facilities
are developed within the
Town.

Budget Implications

An amount of \$500,000 is included in the 2011/12 budget as a Partnership Project with BHP and allocated toward the feasibility study.

Officer's Comment

Tender Submissions were received from six companies:

1. Brighthouse
2. Dickson Wohlsen
3. AEC Group
4. MacroPlan Dimasi
5. Quattro
6. Evolve Solutions.

Table 1 shows the lump sum fee offered by each submission:

Table 1:

Submission	Lump Sum Fee (Inc. GST)
Brighthouse	\$43,230.00
Dickson Wohlsen	\$75,201.50
AEC Group	\$73,266.00
MacroPlan Dimasi	\$153,012.00
Quattro	\$176,512.00
Evolve Solutions	\$136,873.00

Table 2 below shows Assessment Criteria and weightings approval.

Table 2:

Assessment Criteria	Max Score
Relevant Experience	30
Key Personnel Skills and Experience	20
Respondents Resources	10
Demonstrated Understanding/Methodology	30
Local Industry Development	10
Max Score	100

Comparison of each of the assessment criteria for the tender submissions received is summarised in Table 3.

Table 3:

Submission/ Assessment Criteria	Relevant Experience (30%)	Key Personnel and Skills Experience (20%)	Tenderer's Resources (10%)	Demonstrated Understanding/Met hodology	Local Industry Dev. (10%)	Total Score (100%)
	Score	Score	Score	Score	Score	
Brighthouse	25.5	15	6.5	22.5	1	70.5
Dickson Wohlsen	18	15.5	3	15	4	55.5
AEC Group	28.5	18	5.5	24	0	76
MacroPlan	22.5	11	6	18	1	58.5
Quattro	18	14	4.5	16.5	0	53
Evolve Solutions	25.5	15	7	22.5	2.5	72.5

Summary

All consultants presented submissions demonstrating an ability to undertake the project successfully.

At the conclusion of the assessment of each submission for the project AEC scored the highest in accordance with the selection criteria. As an optioned item AEC have offered its in-house design, marketing and advertising division to add value to the project by improving its presentation and design to assist marketing. The cost of this is \$5,500 inc. GST. Council officers recommend approving this additional scope of work for the project.

It is recommended that Request for Proposal be awarded to AEC for the amount of \$78,766.00 (Lump Sum and design option).

Attachments

Nil

Officer's Recommendation

That Council awards Request for Proposal for the Caravan Park/Backpackers Accommodation in Port Hedland to the AEC Group for the amount of \$78,766.00 (inclusive of GST).

NOTE: SIMPLE MAJORITY VOTE REQUIRED