

## 6.5. MOWING CONTRACTS - PORT DOUGLAS, MOSSMAN, DAINTREE

<b>REPORT AUTHOR</b>	Robert Latham, Project Manager
<b>MANAGER</b>	Pieter Kleinhans, Acting Manager Infrastructure
<b>DEPARTMENT</b>	Infrastructure

### RECOMMENDATION

That Council resolves to:

- **Award Contract 2024-006 – Port Douglas mowing area to Mossman Mowers Pty Ltd (ABN 17 637 496 685) for \$874,532.00 (GST exclusive)**
- **Award Contract 2024-007 – Mossman mowing area to Douglas Shire Mowing Service (ABN 54 238 113 235) for \$338,960.00 (GST exclusive)**
- **Award Contract 2024-008 – Daintree mowing area to Gary's Mowing and Slashing (ABN 15 842 161 995) for \$532,760.00 (GST exclusive)**
- **Delegates authority under s 257 of the *Local Government Act 2009* to the Chief Executive Officer to negotiate, finalise and execute any and all matters in relation to these contracts.**

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### EXECUTIVE SUMMARY

Council recognises the importance of well-presented urban areas and the aesthetic value they add to the community. For this reason, mowing services throughout the Shire are a major component of our core operations within the infrastructure department. Council requested an open tender for Mowing Services of the following nominated areas:

- Port Douglas area and surrounds
- Mossman area and surrounds
- Daintree area and surrounds

The Tender was advertised through the Vendor Panel Online Platform and closed on the 13 July 2023.

Council received seven (7) tender submissions for the Port Douglas area, four (4) tender submissions for the Mossman area and six (6) tender submissions for the Daintree area.

At the time of tender close no Contractor provided enough evidence to convince the evaluation panel they have enough resources to manage more than one (1) contract area. Therefore, the evaluation panel decided to only award one contract to any Contractor.

This report recommends that Council resolve to enter into contracts with three Contractors to deliver mowing services. The evaluation and recommendations were workshopped with Councillors on 22 August 2023.

## BACKGROUND

In 2020 Council undertook a major review of mowing operations with a key focus on service standards. The review assessed the areas currently serviced by Council, frequency of service, the cost of mowing and options for tender. A major component of the review was updating mapping of all mowing areas serviced by Council Contractors. The current mowing services include parks, reserves, easements, footpaths, esplanades, road verges, sports fields, Water and Wastewater management areas and transfer stations. Council has allocated funding for the mowing service at the three areas including:

- Port Douglas and surrounding areas
- Mossman and surrounding areas
- Daintree and surrounding areas

Council issued an open tender invitation through Vendor Panel for the Mowing contracts in each area which closed on 13 July 2023. The initial terms for each area are two years (1 October 2023 – 30 September 2025) with a further two optional terms of twelve months for each contract.

## COMMENT

To achieve legislative compliance and to meet Council's objectives for the project, Council prepared an evaluation methodology outlining the process for managing the Request for Tender (RFT) procurement process. The objectives of this evaluation methodology are to:

- document the proposed approach intended to ensure principles of conformity, accountability, competition, fairness, equity, and integrity;
- provide a professional, fair and equal framework for the evaluation of responses to the RFT;
- ensure that adequate records are kept of the evaluation process to provide a suitable audit trail, and
- ensure that decisions made during the selection process are transparent and defensible.

At the time of the tender close, seven (7) contractors submitted submissions for the Port Douglas area, four (4) contractors for the Mossman area and six (6) for the Daintree area. The submissions received are outlined in Table 1 below.

**Table 1 – Received conforming submissions**

Contract 2024-006 – Port Douglas Area	Status	Located
1. Douglas Shire Mowing Services	Conforming	Wonga, QLD
2. Bulban Enterprises	Conforming	Bamboo, QLD
3. Gary's Mowing and Slashing	Conforming	Lower Daintree, QLD
4. Jabalbina Yalanji Aboriginal Corporation	Conforming	Mossman, QLD
5. Mossman Mowers Pty Ltd	Conforming	Mossman QLD
6. Pinnacle Landscape Solutions	Conforming	Yorkey's Knob, QLD
7. TJSS Management	Conforming	Brewarrina, NSW

<b>Contract 2024-007 - Mossman Area</b>	<b>Status</b>	<b>Located</b>
1. Douglas Shire Mowing Services	Conforming	Wonga, QLD
2. Mossman Mowers Pty Ltd	Conforming	Mossman QLD
3. Pinnacle Landscape Solutions	Conforming	Yorkey's Knob, QLD
4. TJSS Management	Conforming	Brewarrina, NSW
<b>Contract 2024-008 - Daintree Area</b>	<b>Status</b>	<b>Located</b>
1. Douglas Shire Mowing Services	Conforming	Wonga, QLD
2. Gary's Mowing and Slashing	Conforming	Lower Daintree, QLD
3. Jabalbina Yalanji Aboriginal Corporation	Conforming	Mossman, QLD
4. Mossman Mowers Pty Ltd	Conforming	Mossman QLD
5. Pinnacle Landscape Solutions	Conforming	Yorkey's Knob, QLD
6. TJSS Management	Conforming	Brewarrina, NSW

All submissions were assessed by the evaluation committee. Specific criteria were weighted according to their importance in delivering the mowing service successfully and providing the best overall value for money solution as specified in the RFT documentation.

In accordance with the evaluation methodology, the panel evaluated each tender using the assessment criteria and applied the following weightings:

**Table 2 - Evaluation Criteria**

<b>Criteria</b>	<b>Weighting</b>
Business Profile (Local, Social and Sustainability)	20%
Demonstrated Methodology and Understanding	15%
Key Personnel, Skills and Communication	15%
Relevant Experience and Technical Capacity	15%
Tenderers Resource and Management Systems	10%
Price	25%

The three successful contractors are based locally and provided detailed submissions across the relevant criteria and highlighted their capacity and experience to take on the scope. If a Contractor chose to submit a tender for multiple contracts areas e.g., Port Douglas and Mossman, they needed to show evidence of how they would resource and provide equipment for multiple contract areas.

No Contractor provided enough evidence to convince the evaluation panel they could manage more than one (1) contract area. Therefore, the evaluation panel decided to only award one contract to any Contractor.

Each Tenderers' score and rankings are shown in Tables 3,4 and 5 below.

**Table 3 - Contract 2024-006 (Port Douglas area) – Tenderer's Ranking and Scoring**

Name of Tenderer	Price Submitted (ex. GST) 1 year	Price Submitted (ex. GST) 4 years	Rank	Weighted Score
<b>Mossman Mowers</b>	<b>\$218,633</b>	<b>\$874,532</b>	<b>1</b>	<b>8.61</b>
Company 2	\$232,180	\$928,720	2	8.47
Company 3	\$209,000	\$836,000	3	8.20
Company 4	\$162,070	\$648,280	4	8.14
Company 5	\$552,169	\$2,208,677	5	7.76
Company 6	\$229,805	\$919,220	6	7.33
Company 7	\$5,737,772	\$22,951,088	7	1.39

The evaluation panel selected the ranked 1 Contractor, **Mossman Mowers**, as the preferred supplier to deliver Contract 2024-006 for the following reasons:

- Excellent submission across all non-priced criteria
- Comprehensive understanding of the needs and requirements of this area
- Diverse array of qualified staff which includes a mower mechanic
- Competitive pricing

**Table 4 - Contract 2024-007 (Mossman area) – Tenderer's Ranking and Scoring**

Name of Tenderer	Price Submitted (ex. GST) 1 year	Price Submitted (ex. GST) 4 years	Rank	Weighted Score
<b>Douglas Shire Mowing Services</b>	<b>\$84,740</b>	<b>\$338,960</b>	<b>1</b>	<b>8.59</b>
Company 2	\$154,660	\$618,640	2	8.46
Company 3	\$365,548	\$1,462,192	3	7.81
Company 4	\$4,661,384	\$18,645,536	4	1.39

The evaluation panel selected the ranked 1 Contractor, **Douglas Shire Mowing Services**, as the preferred supplier to deliver Contract 2024-007 for the following reasons:

- Highest Ranked Contractor for Contract 2024-007
- Experienced in successfully performing this contract to a high standard
- Submitted the best price
- Maintains a good asset delivery/sustainability program

**Table 5 - Contract 2024-008 (Daintree area) – Tenderer's Ranking and Scoring**

Name of Tenderer	Price Submitted (ex. GST) 1 year	Price Submitted (ex. GST) 4 years	Rank	Weighted Score
<b>Gary's Mowing and Slashing</b>	<b>\$133,190</b>	<b>\$532,760</b>	<b>2</b>	<b>8.64</b>
Company 2	\$170,654	\$682,617	1	8.68
Company 3	\$109,060	\$436,240	3	8.49
Company 4	\$479,277	\$1,917,111	4	7.98
Company 5	\$191,083	\$764,332	5	7.39
Company 6	\$7,194,749	\$28,778,996	6	-0.84

The evaluation panel selected the 2<sup>nd</sup> Ranked Contractor, **Gary's Mowing and Slashing**, as the preferred supplier to deliver Contract 2024-008 for the following reasons:

- The non-price criteria scoring was close with Tenderers having strong previous experience for this type of work.
- Provides development of competitive local business and industry
- Ranked 1 Tenderer did not provide enough information to convince the panel they could manage two areas.

## PROPOSAL

It is proposed that the Council adopts to accept the evaluation panels' award recommendations.

That Council resolves to:

- Award Contract 2024-006 – Port Douglas mowing area to Mossman Mowers Pty Ltd (ABN 17 637 496 685) for \$874,532.00 (GST exclusive)
- Award Contract 2024-007 – Mossman mowing area to Douglas Shire Mowing Service (ABN 54 238 113 235) for \$338,960.00 (GST exclusive)
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- Delegates authority under s 257 of *the Local Government Act 2009* to the Chief Executive Officer to negotiate, finalise and execute all matters in relation to this contract.

## FINANCIAL/RESOURCE IMPLICATIONS

The Council has allocated funding in the 2023-2024 Operational Budget for mowing services. This allocation allows for 19 rounds of mowing per year and 9 rounds of brush cutting and herbicide spraying per region. The mowing contracts are to be offered on a 2+1+1-year arrangement with a review of services after each year.

Table 6 - Budget and Expenditure

Financial Year Budget 2022-2023	Amount (excl GST)
<b>Approved Annual Operating Budget – Mowing Services</b>	<b>\$553,661.00</b>
Contract 2024-006 – Port Douglas mowing area	\$218,633.00
Contract 2024-007 – Mossman mowing area	\$84,740.00
Contract 2024-008 – Daintree mowing area	\$133,190.00
Budget allocated to additional services for all 3 service areas	\$117,098.00
<b>Total Project Cost</b>	<b>\$553,661.00</b>

### RISK MANAGEMENT IMPLICATIONS

The Contracts will be formed using FNQROC (Far North Queensland Regional Organisation of Councils) Services Standard Conditions. This ensures industry standards and a contemporary contract between Council and each Contractor.

If Council do not resolve to award the three Contracts as recommended the annual Mowing services will not commence within the required timeframe and the expected level of service would be compromised.

### SUSTAINABILITY IMPLICATIONS

- Economic:** Council currently spends over \$500,000 per year on mowing. This does not include roadside slashing by tractors.
- Environmental:** Urban mowing promotes healthy turf which has several environmental benefits such as soil erosion and sediment loss in drainage areas and helping to control invasive weeds and their spread.
- Social:** Well-presented tidy towns encourage community pride, reduce customer complaints and illegal dumping.

### CORPORATE/OPERATIONAL PLAN, POLICY REFERENCE

This report has been prepared in accordance with the following:

#### Corporate Plan 2019-2024 Initiatives:

##### Theme 1 - Celebrating Our Communities

Douglas Shire Council embraces the diversity of our communities and values the contribution that all people make to the Shire. We recognise that it is a core strength of the region. We acknowledge our past so that it may guide us in the future. We recognise the wrongs done to our Indigenous community and we actively seek to reconcile so that we may all benefit from and enjoy our Shire. We acknowledge early European settlers who forged an agricultural base for our economy, and we welcome all new arrivals as part of our broader community.

**Goal 2 - We will deliver programs and services that protect and enhance the livability of our beautiful Shire.**

## **Theme 5 - Robust Governance and Efficient Service Delivery**

Strong governance and financial management are the foundations of the way in which the Council will conduct its business and implement the initiatives of the Corporate Plan.

***Goal 2 - We will put the customer at the centre of our service delivery and process improvement as we deliver efficient and appropriate services based on community expectations.***

### **COUNCIL'S ROLE**

Council can play a number of different roles in certain circumstances, and it is important to be clear about which role is appropriate for a specific purpose or circumstance. The implementation of actions will be a collective effort and Council's involvement will vary from information only through to full responsibility for delivery.

The following areas outline where Council has a clear responsibility to act:

<b>Builder/Owner</b>	Council makes a significant investment every year in the infrastructure that underpins the Shire through its capital works program. Council will manage its assets with appropriate frameworks and deliver its projects through robust project management.
<b>Service Provider</b>	Council provides many services to the community from roads and waste services to libraries and recreational facilities. Services evolve over time and it is the Council's mission to ensure that these services are appropriate, delivered efficiently, and designed with the customer at the center.

### **CONSULTATION**

<b>Internal:</b>	Infrastructure Department Councillor briefing workshop on 22 August 2023
<b>External:</b>	Sports field and turf maintenance specialists Sports clubs (AFL, Rugby, Cricket)

### **COMMUNITY ENGAGEMENT**

Nil

### **ATTACHMENTS**

Nil