

3 CONTRACT 18/46 - PLANNING SERVICES 2019-2022

FILE REFERENCE INT1916379

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RECOMMENDATION

That:

- The tender submitted by the below four companies to planning services associated with Contract 18/46 - Planning Services be accepted for the initial three (3) year period, with the option of a two (2) year extension as tendered in accordance with the submitted schedules of rates;
 - Power Planning Services
 - NLB Consultants
 - Diamatrix Planning Consultants
 - Mecone
- the remaining tenderers be advised accordingly;
- the common seal of the Council be affixed to the contract documents

Attachments

Nil.

EXECUTIVE SUMMARY

The current Planning Services contract has expired, this contract allows Council to quickly and efficiently organise for planning services to be undertaken, so tenders have been sought for the renewal of the services provided by this original contract.

This report provides consideration for the appointment of a panel of contractors for the supply of planning services within Cardinia Shire for a three year period, as detailed in Contract No. 18/46- Planning Services. This contract is for an initial period of three (3) years, with the option for a two (2) year extension. Tenders were advertised on 24 November 2018 and closed at 2.00pm on 18 December 2018. Submissions were received from seventeen (17) Tenderers. Following an assessment of the tenders, taking into consideration the assessment criteria, the tenders submitted by the following contractors are considered to be the most advantageous to Council.

- Power Planning Services
- NLB Consultants
- Diamatrix Planning Consultants
- Mecone

It is therefore recommended that Contract No. 18/46 for the supply of planning services within Cardinia Shire be awarded accordingly.

BACKGROUND

The contract enables Council to efficiently organise professional support to the Planning and Development Division for planning services, including the Statutory Planning, Growth Areas and Strategic Planning teams. Contract 18/46 for the provision Planning Services is similar to the previous contracts. The Contract will be for an initial term of three years commencing 18 March 2019 with an option to extend for a further two years.

The Contract provides for the following services:

- Input into the preparation and/or review of structure plans, development contributions plans and planning policies.
- Assess planning permit applications and planning scheme amendments.
- Write delegation/council reports, planning permits and conditions
- Prepare planning scheme amendment documentation for submission to DEWLP.
- Prepare written submissions for Planning Panel, VCAT hearings or other Advisory Committees.
- Undertake representation at panel hearings and VCAT.
- Provide expert advice and attend Planning Panels, VCAT or other Advisory Committees as an expert on Statutory and Strategic Planning matter

The tender is structured to enable Council to engage several contractors for supply of the service to ensure a contractor is available when required.

Where several suppliers are contracted, Council may select a preferred supplier from those under contract for each particular job based on the hire rate, skill base and contractor availability.

The seventeen (17) tenders that were received for this contract were required to possess a relevant qualification in Statutory and / or Strategic Planning, and consequently evaluated against compliance with specifications, capability, relevant experience, past performance of the tenderer, quality systems and customer service, and total value for money. They were also checked for a satisfactory rating against mandatory insurance requirements, compliance with conditions of contract, conflict of interest and OH&S.. In summary, there are four (4) contractors recommended to planning services as detailed in the tender documents. It is considered that the four (4) individual companies will provide Council the resources required to ensure high quality planning services and meeting required timeframes for our community.

POLICY IMPLICATIONS

The Local Government Act requires Council to call tenders by public notice prior to entering into any contract valued in excess of \$150,000 for the supply of services and materials. The creation of this panel of contractors assists Council officers in adhering with this requirement.

RELEVANCE TO COUNCIL PLAN

The Council Plan provides for Council to “balanced needs of development, the community and the environment” and “create and support local employment and business opportunities for our community and the wider region” as established in the Council Plan, 2018.

CONSULTATION/COMMUNICATION

No specific community consultation is involved for periodic supply contracts.

FINANCIAL AND RESOURCE IMPLICATIONS

Funding for planning services is budgeted for in the Development and Compliance Services division and the Policy Design and Growth Areas annual Budget. Based on the 2016/17 and the 2017/18 financial years, Council typically spends approximately \$110,000 across three teams on planning services. Prices have been sought on a schedule of rates basis. This contract does not guarantee work or prevent Council from engaging consultants outside of the contract. There is no fixed financial implication resulting from the award of these contracts.

CONCLUSION

It is recommended that the tenders submitted by Power Planning Services, NLB Consultants, Diamatrix Planning Consultants and Mecone will provide best value for Council and that they should be accepted for Contract 18/46 – Planning Services