



# SPECIAL MEETING AGENDA

Tuesday 4 April 2023  
commencing at 08:30

Quilpie Shire Council Boardroom  
50 Brolga Street, Quilpie

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## Special Meeting of Council

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28 March 2023

The Mayor and Council Members  
Quilpie Shire Council  
QUILPIE QLD 4480

Dear Members

Notice is hereby given that a Pre Meeting Briefing will be held in the Council Boardroom, on **Tuesday 4 April 2023**, commencing at **8.30 am**.

Notice is also hereby given that the Special Meeting of the Quilpie Shire Council will be held at the Council Chambers, on **Tuesday 4 April 2023**, commencing at **08:30**.

The agenda for the special meeting is attached for your information

Yours faithfully

Justin Hancock  
Chief Executive Officer





# SPECIAL MEETING OF COUNCIL AGENDA

Tuesday 4 April 2023  
Quilpie Shire Council Boardroom  
50 Broлга Street, Quilpie

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## ORDER OF PROCEEDINGS

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- 1 OPENING OF MEETING**
- 2 ATTENDANCE**
- 3 APOLOGIES**
- 4 DECLARATIONS OF INTEREST**

## 5 ENGINEERING SERVICES

### 5.1 RFQL17 FLOOD RESTORATION WORKS 2022 TRINIDAD ROAD PACKAGE

IX: 235639

Author: Kasey-Lee Davie, Procurement Officer

Attachments: Nil

#### KEY OUTCOME

**Key Outcome:** 4. Strong Governance

**Key Initiative:** 4.4 Long-term financial sustainability underpinned by sound financial planning and accountability

4.3 Maintain good corporate governance

#### EXECUTIVE SUMMARY

The purpose of this report is to provide Council with a recommendation to award RFQL 17 22-23 Flood Restoration Works 2022 Trinidad Road Package for the Restoration of Essential Public Asset Works on Trinidad Road.

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#### RECOMMENDATION

1. That Council:
  - (a) Subject to funding approval and finalisation, award RFQL 17 22-23 Flood Restoration Works Trinidad Roads Package to APV Contracting Pty Ltd for an amount of \$1,615,500.85 excluding GST; and
  - (b) Delegate power to the Chief Executive Officer, pursuant to section 257 of the *Local Government Act 2009* to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy

#### BACKGROUND

The Quilpie Shire Council (QSC) is undertaking restoration of the sealed and unsealed road networks throughout the Shire that sustained damage following the Western Queensland Low Pressure Trough, 19 January – 4 February 2022. QSC have applied for funding through the Queensland Reconstruction Authority (QRA) to undertake repairs to essential public assets and have been successful in obtaining funding. The approved sites will be repaired to the pre-event standards in a like for like manner. Council has appointed Proterra group to deliver the Project Management Services for the emergent and restoration works for the Western Queensland Low Pressure Trough, 19 January – 4 February 2022.

#### WORK SCOPE

The works involve the Reconstruction of Essential Public Assets (REPA), the assets for these works are local roads, to the original condition before storm damage occurred. The roads involved in REPA works for this RFQ include:

- Trinidad Road.

**SCHEDULE OF WORK**

A Project Plan for RFQL17 22-23 REPA works has been developed and is scheduled:

- Mobilisation – 7 days post award of works
- Start of works- 9 days post award of works
- Practical Completion- TBC (Programme of Works has a recommended completion by late May)

**PROCUREMENT PROCESS**

In accordance with Council's Procurement Policy and Part 3 of the Local Government Regulation 2012, Council invited six (6) prequalified suppliers under Contract RFT T01 22-23 Panel of Prequalified Suppliers of Hire of Mobile Plant & Equipment.

Description	Details
Advertising	Vendor Panel Portal
RFQ Open	1 March 2023
RFQ Close	2:00pm 16 March 2023

Suppliers Invited	Responses
APV Contracting Pty Ltd	RFQ Opened                      Response Received
BHL & DA Hall Transport	RFQ Opened                      No Response
Long Plain Contracting	RFQ Not Opened                      No Response
S C & K G Bowen	RFQ Not Opened                      No Response
S A Travers & S L Travers	RFQ Opened                      No Response
Tolbra Earthmovers and Haulage Pty Ltd	RFQ Opened                      Response Received

At the close of the request process on 16 March 2023, Council received two (2) conforming submissions from the following suppliers:

- APV Contracting Pty Ltd
- Tolbra Earthmovers and Haulage Pty Ltd

The request was assessed in accordance with the evaluation criteria below:

Criteria	Weighting
Value for Money	40%
Experience (Proven Performance)	20%
Capacity to meet project timelines/ Programme of Works	40%

**Evaluation Process:**

An Evaluation Panel (3 Officers) was invited to Evaluate responses after close of the request for quotation on 16 March 2023.

All panel members and the procurement officer attended an evaluation meeting on the 20 March 2023.

The final assessment and evaluation scores of the 2 responses were collated and summary of the evaluation can be seen in the below table:

Suppliers	Value (\$) – Excl GST	Evaluation Criteria & Weighting			Overall Score	Rank
		Value for Money 40%	Experience (Proven Performance) 20%	Capacity to meet project timelines/ Programme 40%		
APV Contracting Pty Ltd	\$1,615,500.85	33.33	18.66	36	88	1
Tolbra Earthmovers and Haulage Pty Ltd	\$1,733,288.84	22.66	12.66	18.66	54	2

APV Contracting Pty Ltd provided detailed information in their Quotation.

Tolbra Earthmovers and Haulage Pty Ltd only provided very basic information.

Council may decide not to accept any responses it receives. The response accepted must be the one deemed most advantageous to Council, it is noted that the lowest price response and/or the highest weighted response may not be the most advantageous.

In accordance with S104 (3) of the Local Government Act 2009, Council must also give consideration to the following sound contracting principles:

- (a) value for money; and
- (b) open and effective competition; and
- (c) the development of competitive local business and industry; and
- (d) environmental protection; and
- (e) ethical behaviour and fair dealing.

## OPTIONS

### Option 1 - Recommended

That Council:

- a) Subject to funding approval and finalisation, award RFQL17 22-23 Flood Restoration Works 2022 Trinidad Roads Package to APV Contracting for an amount of \$1,615,500.85 excluding GST; and
- b) Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy

### Option 2 –

That Council:

- a) Subject to funding approval and finalisation, award RFQL17 22-23 Flood Restoration Works 2022 Trinidad Roads Package to Tolbra Earthmovers and Haulage for an amount of \$1,733,288.84 excluding GST; and
- b) Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated

with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy

Option 3 –

That Council:

- a) That Council resolve not to award RFQL17 22-23 Flood Restoration Works 2022 Trinidad Roads Package

If a decision is made that is inconsistent with the above recommendation, Council is requested to provide reason as per Part 2, Division 1A of the *Local Government Regulation 2012*:

**254H Recording of reasons for particular decisions**

*(1) This section applies if a decision made at a local government meeting is inconsistent with a recommendation or advice given to the local government by an advisor of the local government and either or both of the following apply to the decision—*

*(a) the decision is about entering into a contract the total value of which is more than the greater of the following—*

*(i) \$200,000 exclusive of GST;*

*(ii) 1% of the local government's net rate and utility charges as stated in the local government's audited financial statements included in the local government's most recently adopted annual report;*

**CONSULTATION (Internal/External)**

- Chief Executive Officer - Justin Hancock
- Director Engineering Services - Peter See
- Works Co-Ordinator - Brian Weeks
- Procurement Officer - Kasey Davie
- Proterra Group - Cameron Mocke

**LEGAL IMPLICATIONS**

NIL

**POLICY AND LEGISLATION**

*Local Government Act 2009*

*Local Government Regulations 2012*

Procurement Policy

**FINANCIAL AND RESOURCE IMPLICATIONS**

The project is fully funded by the Queensland Reconstruction Authority (QRA) through the Disaster Relief Funding Arrangement (DRFA). Materials have been supplied by Council through a previously awarded Contract.

Previously awarded flood damage projects via the T01 22-23 list:

<b>RFT/RFQ#</b>	<b>Project Details</b>	<b>Contractor Awarded</b>	<b>Value (\$) excl. GST</b>	<b>Number of Conforming submissions</b>	<b>Comments</b>
RFQL 04	Flood Restoration Work Package D	SA Travers & SL Travers	\$1,110,981.28	3	-Completed Successfully
RFQL 07	Flood Restoration Work Package E	APV Contracting	\$626,170.00	2	-Completed Successfully
RFQL 09	Flood Restoration Works Package G	S C & K G Bowen	\$797,189.14	4	-Contractor requested to withdraw from contract (works did not begin) -Contract Terminated
RFQL08 22-23	Flood Restoration Works 2022- Package F	Tolbra Earthmovers and Haulage	\$320,939.55	2	-Decision against recommendation - Contractor Declined offer of works.

**RISK MANAGEMENT IMPLICATIONS**

Low Risk. The works are clearly scoped out on approved works from the QRA.



**5.2 QUILPIE SEWAGE TREATMENT PLANT DESIGN REQUEST FOR QUOTATION**

**IX: 235641**

**Author: Peter See, Director Engineering Services**

**Attachments: Nil**

**KEY OUTCOME**

**Key Outcome:** 3. Environmental Sustainability

**Key Initiative:** 3.1 Protect and enhance waterways and landscape biodiversity

3.4 Reduce the impact of waste on the environment

**Key Outcome:** 4. Strong Governance

**Key Initiative:** 4.4 Long-term financial sustainability underpinned by sound financial planning and accountability

4.5 Optimal asset management practices

**EXECUTIVE SUMMARY**

Council received a Grant from the Queensland Government under the Building Our Regions grants to carry out the design of a future Sewage Treatment Plant to enable applications for further grants to be applied for and so that Council can consider the works for future Capital Works considerations. Council has used a Consulting Engineer to project manage the calling of Requests for Quotation for the design works. This report makes a recommendation to appoint a Consulting Engineer to carry out these works.

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**RECOMMENDATION.**

That Council

- a. Accept the Fee Proposal from **Ganden Pty Ltd** for **\$367,000.00** excluding GST for the Design component of the Quilpie Sewage Treatment Plant (STP) Upgrade Project;
- b. Accept the Alternative Fee Proposal of **\$125,600.00** excluding GST for a Concept Design to enable Early Contractor Involvement Model (ECM) to develop a full Design and Construct Contract which would be awarded in the future when funded; and
- c. Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

## BACKGROUND

As a result of a Department of Environment and Science (DES) Audit of the Sewage Treatment Plant (STP) in 2019, Council commissioned an investigation by MJM Environmental to determine if the STP had sufficient capacity for the town and met required water quality standards.

While the investigation found that the STP had sufficient hydraulic capacity for current needs, the output water quality did not meet the Environmental Authority required standards. In addition, Council received an industry assessment for the STP. As well as confirming the MJM Environmental Report findings, it found that while the original design was considered appropriate, investigations indicated the STP may be reaching the end of its useful life, with a number of components requiring replacement or repair and that the current treatment arrangement required 7-day operator attendance and associated maintenance costs.

Council invited 3 specialist STP Design Consultants to provide a Lump Sum Fee Proposal for the Design component of the upgrade. Invitations were sent out and received by Council's Project Engineer PVE Solutions.

The Consultants were as follows:

<b>Premise Group Services Pty Ltd</b> trading as Premise Australia	Quotation documents received	Conforming Submission
<b>GANDEN Pty Ltd</b> trading as GANDEN Engineers and Project Managers	Quotation documents received	Conforming Submission
<b>Heal Group of Companies</b> (not registered on ASIC)	Quotation documents received	Withdrew from quotation

## Quotation Scope

Council identified the following objectives for the Project to be delivered by the successful Contractor.

- Provide sufficient capacity for current and future needs for the town.
- Meet the DES required water quality and other standards, and any environmental consent conditions.
- Utilise modern sewage treatment methods and engineering, and where possible incorporate any existing components
- Minimise maintenance requirements and attendance.
- Consider both construction and maintenance costs in the Project design and delivery.
- Consider the remoteness of Quilpie and geological and climate impacts.

The Fee Proposal was required to have all the required steps and inputs necessary to meet the objectives including considering the following:

- Review all documentation, data and reports relating to the STP.
- Undertake a site inspection and operational review.
- Interview and consult with Council staff including Engineering and Operational teams.
- Geotechnical Testing and review.
- Survey.
- Identification of any further testing or additional data required to complete design with Provisional Sums for Sub-consultants if required.
- Review of design standards and DES requirements.
- Liaise with any relevant authorities or stakeholders.
- Assist with or prepare any permits or consents.

- Identify and review potential options and present to Council and DES for selection and approval.
- Develop and progress design using milestone management e.g. 50%, 75%, 100%
- Provide program and delivery outline.
- Provide a schedule of works for construction pricing and a budget estimate to be used as basis for construction funding and grants.
- Preparation of design documents for inclusion in construction tender.
- Outline of construction inspections, completions and commissioning plan.
- Outline of training and 12-month operational support.
- Incorporate Safety into the Design.
- RPEQ certification

Council sought Contractor input and innovation with respect to the design and construction to provide time and value benefits to the Project and as a result it is considered that some consideration should be made for some revision of the design prior to IFC Documents being issued.

Council's intent would be for the appointed Consultant to be involved in the future construction tender and delivery phase of the Project and this may include finalising the design based on input from Tenderers and/or successful Contractor.

Indicative potential timings for the Project are as follows:

Milestone	Anticipated dates
Issue Design RFQ	January 2023 Completed
RFQ Close	February 2023 Completed
Consultant Engagement	March 2023 as per this report
Complete Investigation, Design and Construction Tender Documentation	April – August 2023

## Evaluation

The submissions were evaluated by Peter van Esseveld of PVE Solutions using the following criteria.

1. Company Background, Experience, Resourcing and Certifications/Qualifications
2. Methodology and Approach
3. Stakeholder Engagement
4. Sub-consultants
5. Local Content and Local Employment
6. Cultural Heritage Aspects
7. Value for Money

## Premise Group Services Pty Ltd

### **Company Background, Experience, Resourcing and Certifications/Qualifications – 15%**

Well established stable company with good Local Government experience and excellent STP and associated works experience. Noted a number of relevant projects they were involved in. Excellent team with team leader 30+ Year Experience **Score 14/15**

### **Methodology and Approach – 20%**

Very good Methodology with a high level of detail and approach is clear with a logical sequence of steps and detailed program that looked realistic. Program Duration of 8/3/23 to 22/8/23 – 24 Weeks **Score 19/20**

**Stakeholder Engagement – 7.5%**

Referenced throughout the Methodology etc and demonstrated capability in Project Profiles and CVs. **Score 6.5/7.5**

**Sub-consultants – 7.5%**

All components to be completed in-house, but strong network of sub-consultants if required.

**Score 7/7.5****Local Content and Local Employment – 5%**

Mentioned, but no specific details provided, but have completed a number of Projects in remote small communities.

**Score 3/5****Cultural Heritage Aspects – 5%**

Mentioned, but no specific details provided, but have completed a number of projects in indigenous communities.

**Score 3/5****Value for Money – Price 35% Other 5% (40% Total)**

\$451,390 excluding GST with a number of Provisional Sums (\$426,390 adjusted to compare)

Airfares – \$5,000, Geotechnical – \$10,000, Survey – \$10,000, 75% Milestone – \$179,500, 100% Milestone – \$95,000, RPEQ – \$30,000

A number of other Provisional Sums for other Items. A number of exclusions including Electrical.

Reimbursement – Cost plus 15%. Hourly rates higher than Ganden, but in alignment with market.

**Score 30/35; 3/5**

**Total Rating Premise Group Services Pty Ltd – 85.5/100**

**GANDEN Pty Ltd****Company Background, Experience, Resourcing and Certifications/Qualifications – 15%**

Well established stable company with good Local Government experience and excellent STP and associated works experience including Cunnamulla STP. Noted a number of relevant projects they were involved in. Excellent Team with Chris Coxon 12+ Year Experience Project Lead.

**Score 13/15****Methodology and Approach – 20%**

Good Methodology with a good level of detail and approach clear with a logical sequence of steps. Task and Duration table only, but looked realistic. Program Duration – 21 Weeks. **Score 17/20**

**Stakeholder Engagement – 7.5%**

Good approach and demonstrated capability in Project Profiles and CVs.

**Score 6.5/7.5****Subconsultants – 7.5%**

All components to be completed in-house, but strong network of sub-consultant if required.

**Score 7/7.5**

**Local Content and Local Employment – 5%**

Good outline for approach and has completed a number of projects in remote small communities.

**Score 4/5**

**Cultural Heritage Aspects – 5%**

Good outline for approach and has completed a number of projects in indigenous communities.

**Score 4/5**

**Value for Money – Price 35% Other 5% (40% Total)**

\$367,000 excluding GST with Provisional Sums of 70,080 for Electrical Reimbursement – Cost plus 20%. Good hourly rates.

Ganden Pty Ltd have offered an alternative quotation option of \$125,600 plus Electrical design to use a Vendor packaged treatment plant solution which, could be delivered under a design and construct Contract with the majority of the design limited to foundations for the packaged treatment solution, and piping connections on inlet and outlets of the STP.

Investigation, Assessments and Options Analysis would still be completed and a Concept Design produced to be put to market for a Design and Construct Contract.

Alternatively, Council could invite suppliers/contractors to submit an Expression of Interest (EOI) for an Early Contractor Involvement arrangement and the Final Design and Pricing would be developed using Ganden Pty Ltd as the Councils Designer/Advisor working together with Council and the Supplier/Contractor. This model would:

- Provide a design/supply/installation match.
- Lock in scarce resources
- Significantly accelerate the Project.
- Be highly cost effective.

**Score 35/35 5/5**

**Total Rating Ganden Pty Ltd – 91.5/100**

**OPTIONS**

**Option 1 - Recommended**

That Council:

- a. Accept the Fee Proposal from **Ganden Pty Ltd** for **\$367,000.00** excluding GST for the Design component of the Quilpie Sewage Treatment Plant (STP) Upgrade Project;
- b. Accept the Alternative Fee Proposal of **\$125,600.00** excluding GST for a Concept Design to enable Early Contractor Involvement Model (ECM) to develop a full Design and Construct Contract which would be awarded in the future when funded; and
- c. Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or

in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

### Option 2

That Council:

- a. Accept the Fee Proposal from **Ganden Pty Ltd** for **\$367,000.00** excluding GST for the Design component of the Quilpie Sewage Treatment Plant (STP) Upgrade Project;
- b. Do not award the Alternative Fee Proposal; and
- c. Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

### Option 3

That Council do not accept the request for quote for the Design component of the Quilpie Sewage Treatment Plant (STP) Upgrade Project.

### CONSULTATION (Internal/External)

Director Engineering Services

Peter van Esseveld (PVE Solutions)

### LEGAL IMPLICATIONS

Council needs to rebuild the Sewage Treatment Plant to meet its obligations under the Environmental Authority that it operates under.

### POLICY AND LEGISLATION

Local Government Act

Local Government Regulations

### FINANCIAL AND RESOURCE IMPLICATIONS

Council agreed to proceed with a design project for the upgrade of the STP and applied for funding. The Grant was successful (**\$299,965.00**). The total including Council funding required for the grant for the Project is **\$478,337.00** excluding GST. This is contained in the 2022-2023 Council budget.

### RISK MANAGEMENT IMPLICATIONS

Council has a risk of prosecution or other action by DES if Council does not meet its' environmental permit requirements.

The Grant from the State Government is also time limited so design works will need to commence soon.

**6 LATE ITEMS**