

**WARREN SHIRE COUNCIL**  
Report of the General Manager  
to the Ordinary Meeting of Council held in the Warren Sporting  
and Cultural Centre, Udora Road, Warren, on Thursday 24th September 2020

---

**ITEM 10            LOCAL GOVERNMENT UNION PICNIC DAY**

**(S12-2.1)**

**RECOMMENDATION**

That Council approve the Local Government Union Picnic Day in accordance with the Local Government (State) Award 2020 being Monday, 12th October 2020.

**PURPOSE**

Under the Local Government (State) Award 2020, members of the various unions can hold a picnic day and request leave.

**BACKGROUND**

Annually Council has permitted an annual Union Picnic Day to be undertaken following a request from the Union groups.

**REPORT**

Council has received a written request from the United Services Union Delegate to hold an annual Union Picnic Day on Monday, 12th October 2020. Council should approve a combined Union picnic day for staff that are within the three (3) Union groups on a single day as requested.

Council staff are represented by three (3) Union groups; Union Services Union (USU), Development and Environmental Professionals' Association (DEPA) and Local Government Engineers Association (LGEA).

Staff members who are not union members shall be required to attend work on the 12th October 2020 and undertake duties as required. Council's workforce will be depleted at the depot, but there will be sufficient staff to open the Office.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Council plans to allow staff members who are in unions to have an annual picnic day.

**LEGAL IMPLICATIONS**

The Local Government (State) Award 2020 allows staff in unions to have a picnic day.

**RISK IMPLICATIONS**

No Known risks. Council will have non-union staff available to work and undertake emergency services.

**STAKEHOLDER CONSULTATION**

N/A

**OPTIONS**

Council can request the unions to select an alternative day, however the selected day will not impact on Council.

**CONCLUSION**

Council has received a request to allow the union picnic day to be the 12th October 2020.

**WARREN SHIRE COUNCIL**  
Report of the General Manager  
to the Ordinary Meeting of Council held in the Warren Sporting  
and Cultural Centre, Udora Road, Warren, on Thursday 24th September 2020

---

**ITEM 10            LOCAL GOVERNMENT UNION PICNIC DAY**

**CONTINUED**

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

5.2.2    Timely and accurate reporting for efficient management and accountability

**SUPPORTING INFORMATION / ATTACHMENTS**

Nil.

**WARREN SHIRE COUNCIL**  
**Report of the Divisional Manager Engineering Services**  
**to the Ordinary Meeting of Council to be held at**  
**Sporting & Cultural Complex, Warren, on Thursday, 24th September 2020**

---

**ITEM 1     REPORT ON CONSTRUCTION OF NEW SEWERAGE TREATMENT WORKS IN WARREN,**  
**REQUEST FOR TENDER, (RFT) T09/2020** **(S5-10.2)**

**RECOMMENDATION**

1. In accordance with the requirements of the Local Government Act and Council's Procurement Policy that Council accept the tender as received and reviewed by the Tender Evaluation Panel for the Construction of a new Sewerage Treatment Works including a new Sewerage Pump Station from Gongues Construction Pty Ltd for a tendered amount of \$6,015,000 (excluding GST) adjacent to the existing Sewerage Treatment Plant (STP) on the Oxley Highway.
2. That Council seek a loan of \$2,500,000 from the NSW Treasury Corporation (TCorp) as per Council 2020/2021 Operational Plan and estimates.

**PURPOSE**

To update Council on the results of the RFT (Tender) for the Construction of a new Sewerage Treatment Works including a new Sewerage Pump Station for Warren.

**BACKGROUND**

Warren Shire Council received funding from Infrastructure NSW, Restart NSW Funding Program Water Security for Regions, for the construction of a new STP at Warren on the condition that Council would provide a matching amount, dollar for dollar of the funds received. The funding amount received was \$3,050,000 excluding GST. Council engaged Public Works Advisory (PWA) as the Design, Project and Construction Managers but because of delays in progress and differences in Council requirements and PWA concept and design, Council relieved PWA of their obligations in November 2019. Council went to market with an Expression of Interest (EOI) request for the works required in March 2020 with little response received, and then advertised a further EOI in May 2020. From this EOI two construction companies were identified. COVID-19 restrictions delayed further progress on this project, therefore a Selective Tender was advertised on Tenderlink in July 2020. Both companies requested an extension in time for tender closure so that their engineers and designers could visit the site. Following this visit and further request for information via the Tenderlink Forum, the tender closed at 4pm on the 18th of September 2020 and the electronic Tender Vault was unlocked and the documents downloaded on the 21<sup>st</sup> of September 2020.

**REPORT**

During the initial tendering period the EOI was viewed 60 times and downloaded by 15 different companies from sole traders, individual earthmoving contractors and Tier 3 engineering/construction companies. During the next stage of Selective Tendering there were several forum enquiries received by Council asking for further site-specific information. The Tenderlink vault was opened by the Infrastructure Projects Manager and witnessed by the Projects Administration Officer and Council's WHS & Risk Officer.

A Tender Evaluation Panel was formed to these three staff members to review all documents received following the vault opening on Monday 21st of September.

**WARREN SHIRE COUNCIL**  
**Report of the Divisional Manager Engineering Services**  
**to the Ordinary Meeting of Council to be held at**  
**Sporting & Cultural Complex, Warren, on Thursday, 24th September 2020**

---

**ITEM 1      REPORT ON CONSTRUCTION OF NEW SEWERAGE TREATMENT WORKS IN WARREN,**  
**REQUEST FOR TENDER, (RFT) T09/2020** **CONTINUED**

Although there were only two RFT responses received, each response was studied and scored against the selection criteria. This selection criteria is at Attachment 1. The tender price varied significantly between the two tenderers as did the timeline to start and complete all works.

The tender recommended for acceptance was close to the available budget and all other Selection Criteria were met by the tender response. The contractors who responded to this RFT are well experienced with the Design and Construction of Sewerage Treatment Plants and Sewerage Treatment Works throughout NSW. The successful tender was selected on price. The mandatory use of local contractors and subcontractors by the successful tenderer will benefit local businesses by approximately \$2.6M.

**FINANCIAL and RESOURCE IMPLICATIONS**

This project is only possible by Council receiving NSW Government funding from the Restart NSW Water Security for Regions program. Money expended on the purchase of land by Council and design and preparation works completed and reporting done by PWA is \$878,622. Council has \$904,000 within its current budget and will raise the additional funding from the \$2,500,000 loan as determined previously by Council.

**LEGAL IMPLICATIONS**

The NSW Local Government Act and (General) Regulation contains all requirements of Tendering and the tendering process. All of these requirements have been met by this RFT and RFT responses.

**RISKS**

The Risks to Council are that it is reliant on NSW government funding. Although the funding Deed has been received and signed by Council, Council must comply with monthly reporting and funds are dependent on closely following cash flow forecasts and works completion schedules and other milestones to be met.

**STAKEHOLDER CONSULTATION**

There has been limited community consultation but there has been regular consultation and reporting to Infrastructure NSW and NSW EPA will be notified of progress as the construction phase of the project commences. Council's Water Committee will also be consulted and will be updated as required on the progress of this project.

**OPTIONS**

Nil.

**CONCLUSION**

This project has been given a high level of publicity and it will be an asset to the Warren community and town.

**LINK TO POLICY AND/ OR COMMUNITY STRATEGIC PLAN**

4.3.3. Provide Warren and village of Nevertire with an adequate and environmentally acceptable sewerage scheme that is appropriately priced for all consumers.

**WARREN SHIRE COUNCIL**  
 Report of the Divisional Manager Engineering Services  
 to the Ordinary Meeting of Council to be held at  
 Sporting & Cultural Complex, Warren, on Thursday, 24th September 2020

---

**ITEM 1 REPORT ON CONSTRUCTION OF NEW SEWERAGE TREATMENT WORKS IN WARREN,  
 REQUEST FOR TENDER, (RFT) T09/2020 CONTINUED**

**SUPPORTING INFORMATION**

Nil.

**ATTACHMENT**

Request for Tender Selection Criteria.

**Attachment 1**

**TENDER SELECTION CRITERIA TENDER T09/2020 – Construct New Sewerage Treatment Works in Warren**

<b>Mandatory</b>	<b>Criteria</b>
M1	Financial capacity to perform the Contract.
M2	Past experience of the Applicant (at least 2 contracts of same nature and value completed in the last 3 years).
M3	Use of Local Earthmoving sub-contractors

**The Weighted Criteria are;**

<b>Weighted</b>	<b>Criteria</b>	<b>Weighted %</b>
W1	Price of Tender	<b>50%</b>
W2	Assessed capability and capacity of the Applicant	<b>30% made up of;</b>
W2.1	Past performance and experience of the Applicant Approach and understanding of the work generally	10%
W2.2	Experience, skills and qualifications of nominated key personnel Proposed project resourcing and use of subcontractors	10%
W2.3	Project delivery timeframe/ milestones/ plan Availability to commission as soon as practical	10%
W3	Use of Local (Warren) Earthmoving Sub-Contractors	20%
<b>Total</b>		<b>100%</b>