



Confirmed Minutes  
Burke Shire Council Special Meeting  
Friday 11 June 2021  
10.30am Council Chambers

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## 01. Opening of Meeting

**The Chair declared the meeting open at 10.35am.**

## 02. Record of Attendance

**Cr Ernie Camp; Mayor – Chair  
Cr Tonya Murray; Deputy Mayor  
Cr John Clarke  
Cr John Yanner  
Cr Rosita Wade**

**Dan McKinlay; Chief Executive Officer  
Graham O’Byrne; Executive Manager Engineering  
Shaun Jorgensen, Finance and Technology Manager  
Madison Marshall; Corporate Services and Governance Manager (Minutes)**

02.01 LGR 2012 Section 254K – Participating in meetings by audio link or visual audio link

**That Council, in accordance with section 254K of the Local Government Regulation 2012, allows the following person/s to participate in the meeting by audio link or visual audio link:**

- **Graham O’Byrne, Executive Manager Engineering**

**Moved: Cr Camp**

**Seconded: Cr Wade**

**Carried 210611.01 5/0**

## 03. Declaration of Interests

**No declarations of interests were noted for the meeting.**

## 04. Executive Management Reports

### 04.01 0280-4053-8 Burketown WTP Chemical Dosing Design & Construct

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DEPARTMENT:	Engineering
RESPONSIBLE OFFICER:	Graham O'Byrne
PREPARED BY:	Wendy van der Wolf
DATE REPORT PREPARED:	09/06/2021

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#### 1. EXECUTIVE SUMMARY

This report provides Council with a recommendation to appoint Queensland Engineering Enterprise as the Principal Contractor to carry out the Burketown WTP Chemical Dosing Design & Construct contract No. 0280-4053-8 for the value of \$322,442 (excl GST). The overall budget for this project is \$446,361, which includes contingency and internal costs. This new chemical dosing system will greatly improve operational safety with a specific bunded chemical storage and integrated water dosing system.

It is noted that the overall project budget is funded under the Works for Queensland (W4Q) 21-24 program.

#### 2. BACKGROUND

This project is funded from the W4Q 21-24 program. The current chemical dosing operation is largely a manual process with a high risk of chemical spills and operator contact with chemicals. Storage of chemicals also currently takes up space inside the Burketown Water Treatment Plant (WTP) and is stored externally in the yard, exposed to sunlight, which adversely affects the chemical's storage life. This exposure to the sunlight can also deteriorate the Intermediate Bulk Containers (IBCs) increasing the risk of chemical spills.

The Chemical Dosing contract delivers a significant component of the overall WTP upgrade, which includes a new concrete apron slab, providing clean and safe access to the new chemical storage area of the treatment plant. This contract is integral with the contract for the new building (which is currently underway) and the forthcoming SCADA upgrades.

It is noted that the funding for this project was originally from the W4Q 19-21 program, however as discussed with Council, with the unanticipated increased costs associated with the delivery of the other projects within the 19-21 program (significantly due to COVID related factors) the chemical Dosing project now replaces the Intelligent Water Network/Smart Water Meter in the W4Q 21-24 program.

#### 3. TENDER

An open tender process was undertaken via Vendor Panel which closed on Tuesday 12<sup>th</sup> May 2021 at 2pm. There were 2 responses.

Responses were evaluated by a pre-selected evaluation panel that used weighted selection criteria to score the responses in accordance with Council's Procurement Policy.

The offer from Austek was evaluated as non-conforming. Post tender clarifications were sought and Austek clearly confirmed that they have not allowed for various components that were within the tender specification. Austek clearly states that there will be an additional cost if it is to conform.

Queensland Engineering Enterprise's (QEE) submission proposes a unique enclosed storage system for the chemicals which meets the contract scope in providing improved safety and ease of operations.

The overall scores and prices are as follows:

Tenderer	Score /10	Price (ex. GST)
Queensland Engineering Enterprise	7	\$322,442

Refer to attachment 1: Tender Evaluation Report.

#### 4. RISK

Risk	Possible Consequence	Mitigation
Contract variation – due to wet weather, latent conditions	<ul style="list-style-type: none"> <li>• Increase in Contract Sum</li> <li>• Extension of time</li> </ul>	<ul style="list-style-type: none"> <li>• Contingency allowed in overall budget</li> <li>• Project management expertise resourced externally</li> </ul>
Delay (eg. in supply chain due to COVID)	Practical completion exceeds the funding deadline for the building construction	<ul style="list-style-type: none"> <li>• Award contract at start of July 2021 allowing 8 weeks for supply.</li> <li>• The building construction funding deadline is now extended to 31 December 2021 by the government department</li> </ul>

#### 5. FINANCIAL IMPLICATIONS

The project is fully funded by the W4Q 21-24 program, with nil impact on Council's financial position.

#### 6. POLICY & LEGAL IMPLICATIONS

Council is required to meet all relevant local government procurement requirements outlined in the *Local Government Act 2009*, Local Government Regulation 2012 and in Council's Procurement Policy. These requirements have been met.

#### 7. CONSULTATION

Consultation has taken place with:

- GHD
- BSC water operations

**8. CONCLUSION**

The tender process undertaken has led to a single conforming bid from Queensland Engineering Enterprise. The recommendation is to appoint Queensland Engineering Enterprise as the contractor to deliver the project, with no benefit seen in going back to the market. This is a specialist area, with a limited number of contractors capable of delivering the scope and with COVID related complications regarding supply timeframes and resourcing of projects there is a risk of significant delays. This project is directly related to other components of the overall WTP upgrade and any delay could directly impact the timing and cost of the other components.

**9. RECOMMENDATION**

1. That Council note the contents of the report and relevant attachments; and
2. That Council endorses the awarding of Contract 0280-4053-8 Burketown WTP Chemical Dosing Design & Construct to Queensland Engineering Enterprise for the value of \$322,442 (ex GST); and
3. Delegates authority to the CEO to enter into negotiations with any and all matters associated with executing the Contract, to the value of the project budget \$446,461 (excl GST).

**04.01 0280-4053-8 Burketown WTP Chemical Dosing Design & Construct**

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2. That Council endorses the awarding of Contract 0280-4053-8 Burketown WTP Chemical Dosing Design & Construct to Queensland Engineering Enterprise for the value of \$322,442 (ex GST); and
3. Delegates authority to the CEO to enter into negotiations with any and all matters associated with executing the Contract, to the value of the project budget \$446,461 (excl GST).

Moved: Cr Murray

Seconded: Cr Wade

Carried 210611.02 5/0

**05. Closed Session Reports**

**No closed session reports for meeting.**

**06. Closure of meeting**

**The Chair declared the meeting close at 10.42am.**

I hereby certify that these pages numbered 1 to 5 – constitute the Confirmed minutes of the Special Council Meeting of Burke Shire Council held on Friday 11 June 2021.

Mayor Cr Ernie Camp .....