



Confirmed Minutes
Burke Shire Council Special Meeting
Tuesday 12 April 2022
8.30am Council Chambers

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01. Opening of Meeting

The Chair declared the meeting open at 8.45am.

02. Record of Attendance

Members	Cr Ernie Camp; Mayor – Chair Cr Tonya Murray; Deputy Mayor (via teleconference) Cr John Clarke (absent) Cr John Yanner Cr Rosita Wade
Officers	Dan McKinlay; Chief Executive Officer Graham O’Byrne; Director of Engineering Clinton Murray; Works 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:

- **Cr Tonya Murray**

Moved: Cr Camp

Seconded: Cr Yanner

Carried 220412.01 4/0

03. Declaration of Interests

That Council notes no declarations of interests were noted for the meeting.

04. Executive Management Reports

04.01 Sewage Treatment Plant Access Road – Pavement Improvements

DEPARTMENT:	Works and Services
RESPONSIBLE OFFICER:	Graham O’Byrne; Director of Engineering
PREPARED BY:	Sarath Jayasekara; Senior Project Engineer
DATE REPORT PREPARED:	11 April 2022
LINK TO COUNCIL PLAN/S:	Nil

1. PURPOSE

This report provides Council with recommendations to appoint the Principal Contractor to carry out the works designated under Contract 0280-4074-2 Sewage Treatment Plant (STP) Access Road – Pavement Improvements for the tendered price of \$478,412.85 (excl GST) as per Table No. 2 - Recommended Contractor and Price.

It is noted that the overall project budget of \$576,227 (excl GST), is provided for under the TIDS, LRCI 22-23 and FAGS Roads funding schemes. This includes preliminaries, consulting services, internal costs, and construction cost for pavement improvement works. The project budgets' details are provided in Section 4 – Financial and Resource Implications Table 3.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The STP access road is inundated annually during the rainy season and as a result the access to the STP’s vital infrastructure is cut off regularly. Maintaining the access to the STP is paramount for its operation and maintenance and to reduce the risk to the community. Hence, the Sewage Treatment Plant Access Road is designated as a critical infrastructure need requiring the improvements in accordance with the project scope.

The improvement works has been considered a priority from a programming and scope perspective. The package was assessed by the evaluation panel and the tender package is:

- TENDER NO. 0280-4074-2 Sewage Treatment Plant (STP) Access Road – Pavement Improvements

The tender

The tender for the project was released via VendorPanel. The tender submissions received for the project are listed in table 1- Summary of Tender Response.

Table No. 1 – Summary of Tender Responses

Tenderer Package	Scope of Work	Number of Tenders Received	Non-confirming Tenders
TENDER NO. 0280-4074-2 Sewage Treatment Plant (STP) Access Road – Pavement Improvements	Raise road level with imported material, pavement construction and spray seal including construction of a culvert	2	0

3. PROPOSAL

That Council, having referenced the Tender Evaluation Assessment, endorses the recommendations of the Tender Evaluation Panel to the extent that each Contract is awarded to the respective tenderer to the maximum amount stated (ex GST)

Table No. 2 – Recommended Contractor and Prices

Tender Package	Awarded to	Contract Amount
Priority Project		
TENDER NO. 0280-4074-2 Sewage Treatment Plant (STP) Access Road – Pavement Improvements	Gulf Civil Pty Ltd	\$478,412.85

4. FINANCIAL & RESOURCE IMPLICATIONS

The budget allocated is detailed in table 3 below. This budget figure incorporates all works to complete the project, including preliminaries, design, project management, contingency, and internal costs. All costs associated with the delivery of the works is covered by grants as follows.

Table No 3 – Total Project Budget (construction)

Funding Source	Value
TIDS 21-22	\$246,113.50
LRCI 22-23	\$114,357.00
FAGS 21-22	\$37,807.00
BSC Rates 21-22	\$93,949.50
TIDS 21-22 (unused contingency from site 6 & 11)	\$42,000.00
BSC Rates 21-22 (unused contingency from site 6 & 11)	\$42,000.00
Total	\$576,227.00

5. RISK

Table No 5 – Risk Mitigation Strategy

Risk	Possible consequence	Mitigation
Contract variation – due to wet weather, latent conditions	Increase in Contract Sum	<ul style="list-style-type: none"> Contingency in the order of 15% allowed Project Management “on the ground” available at all times
Delays to the completion of First Priority projects	Not meeting the funding requirements	<ul style="list-style-type: none"> Monitor progress closely with Project Management “on the ground” overview Seek time extension from funding authority if necessary

6. POLICY & LEGAL IMPLICATIONS

Council is required to meet all of the requirements of the QRA funding guidelines.

Council is also 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 through the tender process involved with these projects.

7. CONSULTATION

Consultation has taken place with:

- Department of Transport and Main Roads
- Erscon Consulting Engineers

8. OFFICER’S RECOMMENDATION

1. That Council note the contents of the report and relevant attachments; and
2. That Council endorse the award of Contract 0280-4074-2 Sewage Treatment Plant (STP) Access Road – Pavement Improvements to the **Gulf Civil Pty Ltd** for **\$478,412.85** (ex GST), and
 - a. Delegates authority to the CEO to enter into negotiations with any and all matters associated with executing the Contract, to the maximum values of the Project Budget **\$576,227.00 (exc GST)**.

04.01 Sewage Treatment Plant Access Road – Pavement Improvements

- 1. That Council note the contents of the report and relevant attachments; and**
- 2. That Council endorse the award of Contract 0280-4074-2 Sewage Treatment Plant (STP) Access Road – Pavement Improvements to the Gulf Civil Pty Ltd for \$478,412.85 (ex GST), and**
 - a. Delegates authority to the CEO to enter into negotiations with any and all matters associated with executing the Contract, to the maximum values of the Project Budget \$576,227.00 (exc GST).**

Moved: Cr Wade

Seconded: Cr Yanner

Carried 220412.02 4/0

05. Closed Session Reports

No closed session reports were received for the meeting.

06. Closure of meeting

The Chair declared the meeting close at 8.49am.

I hereby certify that these pages numbered 1 to 6 – constitute
the Confirmed minutes of the Special Council Meeting of Burke
Shire Council held on Tuesday 12 April 2022.

Mayor Cr Ernie Camp