



## **DIRECTOR CORPORATE SERVICES REPORT**

12<sup>th</sup> July 2005

<b>DCS7</b>	<b>CABIN TENDER</b>
	<b>FILE: * SJR</b>

### **SUMMARY:**

Reporting on assessment of Tenders for the provision of three (3) luxury cabins for Crescent Head Holiday Park.



The May 2005 meeting of Council resolved:

*"That Council decline to accept any of the tenders for relocatable cabins for Crescent Head Holiday Park at this stage, and that tenders received be referred to the Caravan Park Advisory Committee."*

The Caravan Park Advisory Committee at the meeting of 23 May 2005 resolved:

- "1. That Council decline to accept any of the tenders for 4 luxury cabins.
2. That Council invite fresh tenders based on the provision of 3 luxury cabins for Crescent Head Holiday Park."

A totally new approach to the tender process was undertaken whereby a preferred layout plan, which was reviewed and refined by the Manager Properties and Marketing and Council's Contract Manager, was stipulated as the key component of the tender.

Three tenders were received at closing of tenders on Tuesday, 28<sup>th</sup> June 2005. Tender prices ranged from \$88,660 per cabin to \$101,090. This variation in tender price equates to roughly 15%.

Assessment of the tenders was conducted concurrently by the Manager Properties and Marketing and Council's Contract Managers for the holiday parks.

### **REPORT IMPLICATIONS:**

- *Environmental*

*No implications identified. The proposal aligns with the Management plan approved by Council*

- *Social*

*The provision of these cabins will stimulate local employment in the construction and installation phase as well as ongoing cleaning staff for regular servicing of the cabins. The proposed cabins are of a far superior size and standard to that currently on offer and improve our service standard to clients of the Holiday Park.*

- *Economic (Financial)*

*Tenders were received from:*

<i>Timberline Manufactured Homes</i>	<i>\$ 88,660</i>
<i>Eastcoast Homes and Park Cabins</i>	<i>\$ 91,762</i>
<i>Lifestyle Homes and Cabins</i>	<i>\$101,090</i>

*Tenders were assessed under six attributes. These six attributes were given a point score between zero and five and given a percentage weighting as follows;*

- |                                         |                      |
|-----------------------------------------|----------------------|
| <i>1. Tender price</i>                  | <i>Weighting 30%</i> |
| <i>2. Warranty</i>                      | <i>Weighting 10%</i> |
| <i>3. Delivery</i>                      | <i>Weighting 10%</i> |
| <i>4. Quality</i>                       | <i>Weighting 20%</i> |
| <i>5. Reputation/Track Record</i>       | <i>Weighting 15%</i> |
| <i>6. Enhancement of Local Business</i> | <i>Weighting 15%</i> |

*The point score assessment for the cabins is attached at [\(Appendix E\)](#).*

*The preferred tender was from Eastcoast Homes and Park Cabins.*

- *Policy or Statutory*

*Nil.*

- *Directors Review*

*Council is asked to support the recommendation.*

**RECOMMENDATION:**

**That the tender from Eastcoast Homes and Park Cabins for \$91,762 be accepted.**

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**G B Snape**  
**DIRECTOR CORPORATE SERVICES**