



TAMALA PARK
REGIONAL COUNCIL

Special Meeting of Council

AGENDA

Thursday 15 May 2008
City of Joondalup, 5pm

TAMALA PARK
REGIONAL COUNCIL
(TPRC)
COMPRISES THE
FOLLOWING
COUNCILS:

Town of Cambridge
City of Joondalup
City of Perth
City of Stirling
Town of Victoria Park
Town of Vincent
City of Wanneroo

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TAMALA PARK REGIONAL COUNCIL

Councillors of the Tamala Park Regional Council are respectfully advised that the special meeting of Council will be held in conference room 1 of the City of Joondalup, 90 Boas Avenue, Joondalup at 5pm on Thursday 15 May 2008.

The business papers pertaining to the meeting follow.

Your attendance is requested.

Yours faithfully



R A CONSTANTINE
Chief Executive Officer

MEMBERSHIP

OWNER COUNCIL	MEMBER	ALTERNATE MEMBER
Town of Cambridge	Mayor Simon Withers	
City of Joondalup	Cr Albert Jacob Mayor Troy Pickard	
City of Perth	Cr Eleni Evangel	
City of Stirling	Cr Paul Collins Cr John Italiano Cr David Michael Cr Bill Stewart	Cr Kathryn Thomas Cr Terry Tyzack
Town of Victoria Park	Mayor Trevor Vaughan	
Town of Vincent	Mayor Nick Catania	Cr Steed Farrell
City of Wanneroo	Cr Tracey Roberts Cr Bob Smithson	Cr Alan Blencowe Cr Frank Cvitan

NB: Although some Councils have nominated alternate members, it is a precursor to any alternate member acting that a Council carries a specific resolution for each occasion that the alternate member is to act, referencing Section 51 of the Interpretation Act. The current Local Government Act does not provide for the appointment of deputy or alternate members of Regional Councils. The DLGRD is preparing an amendment to rectify this situation.

PRELIMINARIES

PRAYER

1. OFFICIAL OPENING

DISCLOSURE OF INTERESTS

2. PUBLIC STATEMENT/QUESTION TIME

Local Government Act Section 5.24
Local Government Admin Regulation 5 – requires question time be allowed at Special meetings of Councils

3. APOLOGIES AND LEAVE OF ABSENCE

Leave of absence was approved for Cr D Michael for the period 1 May 2008 to 28 June 2008 inclusive.

4. ANNOUNCEMENTS BY CHAIRMAN (WITHOUT DISCUSSION)

5. MATTERS FOR WHICH MEETING MAY BE CLOSED

Item 9 – Receipt of submissions from tenderers for structure planning for the Tamala Park development – Section 5.23(2) Contracts/Potential Contract/Confidential Business Matters.

6. PURPOSE OF THE MEETING

At the Special meeting of Council held 13 March 2008 (minutes confirmed at ordinary Council meeting on 24 April 2008) it was resolved that a Special Council meeting be held on 15 May 2008 to invite all tenderers to present a PowerPoint presentation to TPRC Council on 15 May 2008 of 20 minutes with up to 10 minute question time, on the same terms and directions as decided by the TPRC CEO.

The details of the meeting have been advertised as required.

Four tenders were received at the close of tenders at 4pm on Thursday 1 May 2008. The tenders received were from (in alphabetical order):

1. Development Planning Strategies
2. Greg Rowe & Associates
3. RPS Koltasz Smith
4. TPG Town Planning & Urban Design

In accordance with the Council's intent, an invitation was issued to the four tenderers on Thursday 1 May 2008 in the following terms:



**TAMALA PARK
REGIONAL COUNCIL**

Your ref: N/A
Our ref: 18.121.624.9/614

1 May 2008

Transmitted via email:

Dear

**TENDER 18.121.624 1/2008
PROVISION OF CONSULTANCY SERVICES FOR STRUCTURE PLANNING FOR PT
LOT 9504 AND ADJACENT LAND AT TAMALA PARK**

Thank you for the submission of your tender response for the above work.

Your submission is hereby acknowledged.

Assessment of tenders will commence immediately and the Council has requested a report and recommendation be completed by 12 June 2008 for a Council meeting on 19 June 2008. A contingency Council meeting date in July is also scheduled in the event that evaluation or consideration of recommendations is not completed on 19 June 2008.

An evaluation panel comprising non-Councillor representatives from participating Councils of the TPRC has been appointed to conduct a formal evaluation of submissions. This panel will report to the Council in due course.

At this time the TPRC Council invites you to make a presentation to a special Council meeting on 15 May 2008 to talk to your submission, excluding matters relating to price. Presentations should not seek to change the essential requirements set out in the tender response.

All of the respondents to the tender invitation will be invited to make a presentation. Presentations should address the following:

1. Capability of the tenderer's practice and personnel;
2. Approach and methodology to the project;
3. Proposals for management of the project;
4. Community consultation for the project; and
5. Time issues.

The Council has asked that submissions be limited to a period of 20 minutes followed by a 10 minute question period relating to items raised in the submission.

The tender evaluation panel has been invited, as observers, to the Council meeting but will not participate with questions or other exchanges.

The order of presentations by tenderers on 15 May 2008 will follow the order of acceptances to this invitation.

TAMALA PARK REGIONAL COUNCIL (TPRC) COMPRISES 7 LOCAL AUTHORITY OWNERS

Please address all correspondence to:
Room 3 – Scarborough Civic Centre
173 Gildercliffe Street, Scarborough WA 6019
Email: mail@tamalapark.wa.gov.au
Phone: 9245 1368
Visit our website: www.tamalapark.wa.gov.au



TAMALA PARK
REGIONAL COUNCIL

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This invitation assumes that tenders received all comply with requirements. The invitation will be withdrawn for any respondent advised of non-compliance of a submitted tender.

Will you please advise if you wish to take up the offer to make a presentation to the TPRC Council on 15 May 2008. The Council meeting on that date will be held at the City of Joondalup (90 Boas Avenue, Joondalup) meeting room 1, commencing at 5pm. The Council, making arrangements for this meeting, has indicated that presentations will be made in Committee i.e. tenderers will not be present at other tenderer's presentations.

An overhead projector and whiteboard can be made available for presentations, if required.

Acceptance of this invitation should be made by email to mail@tamalapark.wa.gov.au.

Yours sincerely

R A Constantine
CHIEF EXECUTIVE OFFICER

Tenderers have indicated acceptance and have been advised that presentations will be in, the following order:

- TPG Town Planning & Urban Design
- Koltasz Smith
- Development Planning Strategies
- Greg Rowe & Associates

Arrangements for presentations have been made around the following timetable:

5.00 – 5.15pm	Council preliminary consideration
5.15 – 5.45pm	(20 minutes presentation, 10 minutes question time) TPG Town Planning & Urban Design Presentation
5.50 – 6.20pm	(20 minutes presentation, 10 minutes question time) RPS Koltasz Smith
6.25 – 6.55pm	(20 minutes presentation, 10 minutes question time) Development Planning Strategies
7.00 – 7.30pm	(20 minutes presentation, 10 minutes question time) Greg Rowe & Associates

It is assumed that the Council will resolve to meet behind closed doors for the presentation sessions to preserve confidentiality of tenderers' submissions and associated possible contract issues (section 5.23 of the Local Government Act).

The tender evaluation committee members have been invited as observers at the Special Council meeting.

7. FORMAL CLOSURE OF MEETING