



# Late Item Agenda

## Ordinary Meeting of Council

Wednesday 10 December 2025 6:00 pm



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## Late items

### **C2512-18 FCC694/25 - CLEANING SERVICES AT WCC, LIBRARY, FREMANTLE TOWN HALL AND VISITOR CENTRE**

**Meeting date:** 10 December 2025  
**Responsible officer:** Manager Infrastructure, Project Management & Facilities  
**Voting requirements:** Absolute Majority Required  
**Attachments:**

1. CONFIDENTIAL Qualitative Criteria Scores
2. CONFIDENTIAL Pricing Evaluation

#### **SUMMARY**

**The purpose of this report is to consider tender number FCC694/25 for Cleaning Services at WCC, Library, Fremantle Town Hall and Visitor Centre.**

**This report recommends that Council accepts the tender submitted by Uniting Global Pty Ltd in accordance with the tender evaluation undertaken as per the selection criteria included in the tender document.**

#### **BACKGROUND**

The current contract has reached expiration, as such City Officers reviewed the scope of works and levels of service to readvertise the tender to the public.

#### **FINANCIAL IMPLICATIONS**

The table below summarises the available budget, and estimated expenditure comprising the recommended tender price by Uniting Global for the cleaning services at WCC, Library, Fremantle Town Hall and Visitors Centre and provision for future reactive expenditure as required:

<b>Account Description</b>	<b>25/26 FY Budgeted Amount</b>	<b>Estimated Expenditure per Annum</b>
WCC Cleaning	\$250,000	\$235,000.00
Town hall cleaning	\$60,000	\$25,000.00
Library cleaning	\$50,000	\$35,000.00
Visitors centre cleaning	\$25,000	\$25,000.00
Reactive Cleaning		\$20,000
<b>Total</b>	<b>\$385,000</b>	<b>\$340,000.00</b>

Sufficient funding provision has been allocated in the 2025/26 budget to deliver the project service within budget. This service spans multiple years therefore a commitment to maintain suitable budget provision for future years must be considered.



## **LEGAL IMPLICATIONS**

Tenders were invited in accordance with section 3.57 of the *Local Government Act 1995* and the tendering procedures and evaluation complied with part 4 of the Local Government (Functions and General) Regulations 1996.

## **STRATEGIC IMPLICATIONS**

This item is in keeping with the City of Fremantle’s Strategic Community Plan 2024 – 2034:

### **Liveable City - Functional and inclusive recreational facilities**

- Recreational facilities are contemporary, functional and can be accessed by all members of the community.

### **Liveable City - A unique built heritage and history that is preserved, protected and shared**

- Adaptive re-use of heritage buildings is enabled through supporting private investment, renewal and innovation.

### **Resilient City – A future-proofed asset base that remains functional and accessible to the community**

- The matters contained in this report align to the intent of this theme's outcome.

## **OFFICER COMMENT**

### **Detail**

Tender FCC694/25 for Cleaning Services at WCC, Library, Fremantle Town Hall and Visitor Centre was advertised on 29 October 2025 and closed on 14 November 2025.

Essential details of the contract are outlined below:

Contract type	Provision of Goods and Services
Contract duration	Three (3) years, two (2) one (1) year extensions
Commencement date	01/01/2025
Completion date	January 2030

### **Tender evaluation**

Tender submissions were received from the following contractors and evaluated by the tender evaluation panel:

- Brightmark Group Pty Ltd
- Briteshine Cleaning & Maintenance Services Pty Ltd
- Iconic Property Services
- Killara Services

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- Menzies International Australia Pty Ltd
- OCS Services Pty Ltd
- Sage Facilities Pty Ltd
- Service FM Pty Ltd
- DMC Cleaning
- Uniting Global Pty Ltd

The tender evaluation panel establishes whether the tender submissions conform to the conditions for tendering and selects a suitably qualified and experienced contractor.

The tender evaluation panel comprised:

- Team Leader Facilities Management
- Facilities Coordinator
- Engineering Team Leader
- Manager Infrastructure Project Management & Facilities

Tenderers were required to disclose information that might be relevant to an actual or potential conflict of interest and disclose if they had any relationship with City of Fremantle employees involved in the tender process. Members of the tender evaluation panel are required to disclose any actual or perceived interest with any of the tenderers. No disclosures were made.

To obtain the broadest possible comparison base, each of the tenders was evaluated against the following tender selection criteria and was in turn graded in the tender evaluation matrix.

<b>Item No</b>	<b>Description</b>	<b>Weighting</b>
2	Relevant Experience	20%
3	Key Personnel, Skills and Resources	30%
4	Demonstrated Understanding	40%
5	Sustainability	10%

In line with the recently adopted Procurement Policy and to support value-for-money outcomes, the evaluation panel assessed all submissions qualitatively prior to viewing pricing. Submissions achieving a qualitative score of 55 or higher (the minimum acceptable standard) were then ranked from lowest to highest based only on price.

Nine (9) tender submissions received were conforming, and one (1) tender submission received was non-conforming. Non-conforming submissions were not evaluated.

The tender submitted by Brightshine Cleaning & Maintenance Services scored the highest qualitative rating with 65.56 points, followed by Uniting Global Pty Ltd with 63.33 points and Brightmark Group at 58.89. The remaining tender submissions scored lower than the minimum acceptable qualitative standard.



The results of the qualitative evaluation and pricing for delivery of tender number FCC694.25 Cleaning Services at WCC, Library, Fremantle Town Hall and Visitors Centre are shown in Confidential Attachment 1 and 2.

The recommended supplier's contract sum is \$1,513,000.11 for the three (3) year contract period, plus two (2) one year extensions. The City's operational budget for this service includes provision for additional reactive expenditure as required.

When price was considered alongside the qualitative results, the small difference in qualitative scoring compared with the notable price gap indicated that the second-ranked qualitative submission represented a stronger value for money outcome for the City.

Uniting Global Pty Ltd, the recommended supplier, was assessed as having satisfactory resources, capacity and understanding of requirements to safely undertake the works and deliver the level of service described in the specification, in accordance with the terms of the tender document.

### **Environmental considerations**

The recommended supplier has committed to the use of environmentally friendly chemicals, sustainable waste management and corporate emissions management.

### **Risk consideration**

An assessment undertaken by Dun and Bradstreet indicates that Uniting Global have the financial capacity to undertake the contract. There are no strategic or corporate risks within the City's existing risk registers which relate to the issues contained in this report.

Project specific risk assessments have been developed and will be used in the management of this service.

### **References**

The City has received references in respect to the recommended tenderer, as follows:

#### Reference 1 – Local Government

- Supplier provides general cleaning services in the municipality.
- The referee commented on their very high quality of work and capacity to service the contract.
- Communication and responsiveness is positive.

#### Reference 2 - Local Government

- The Respondent has been contracted by the Referee for 3 years.
- The Respondent is engaged on a cleaning panel and consistently provides high quality service.



- The Referee did not report any issues with the quality, communication or responsiveness of the Respondent.

### **Comment**

Uniting Global has strong experience with Local Government clients providing similar services, feedback from the references were particularly positive. The detail provided in the submission was highly detailed and fit for purpose. Additionally, Uniting Global is currently engaged by the City of Fremantle for the provision of other cleaning services and has maintained a satisfactory service level.

### **VOTING AND OTHER REQUIREMENTS**

Simple Majority Required

### **OFFICER'S RECOMMENDATION**

#### **Council:**

- 1. Accept the tender from Uniting Global Pty Ltd for FCC694.25 Cleaning Services at WCC, Library, Fremantle Town Hall and Visitors Centre at the rates tendered for a period of three (3) years.**
- 2. Authorise the Chief Executive Officer to approve the option to extend the contract for up to two (2) years (one year plus one year) providing Uniting Global have performed satisfactorily in accordance with the terms of the Contract.**



**C2512-19 ELECTED MEMBER CODE OF CONDUCT COMPLAINT**

**Meeting date:** 10 December 2025  
**Responsible officer:** Manager Governance  
**Voting requirements:** Simple Majority Required

**REASON FOR CONFIDENTIALITY**

This report is **CONFIDENTIAL** in accordance with Section 5.23(2) of the *Local Government Act 1995* which permits the meeting to be closed to the public for business relating to the following:

- (b) the personal affairs of any person