

12.11**Directorate****Director****Manager****Attachment(s)****Contract No. 21/3008 - Cleaning Services - Brimbank Community & Civic Centre - Extension of Contract**

Infrastructure and City Services

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1. CONFIDENTIAL REDACTED - Contract Extension Report [12.11.1 - 3 pages]

Purpose

For Council to consider the extension of Contract No. 21/3008 - Cleaning Services – Brimbank Community & Civic Centre for a two-year period.

Officer Recommendation**That Council:**

- a. **Approves extension of Contract No. 21/3008 - Cleaning Services – Brimbank Community & Civic Centre to Bogdan Investments Pty Ltd for an additional two-year period to 4 August 2026, based on the tendered Lump Sum Component and Schedule of Rates, estimated to be in the order of \$900,000 (incl. GST) for the duration of the 2-year extension.**

Background

Contract 21/3008 was initially awarded by Council at Council Meeting 15 June 2021 for an initial three-year period with two extension options of two years, each to be awarded at Council's sole discretion. This report recommends taking up the first two-year period option for Contract extension.

The Contract is due to expire 4 August 2024. The Contract consists of a lump sum component and schedule of rates.

The services under this Contract are for programmed cleaning and reactive/response cleaning works throughout the Brimbank Community & Civic Centre.

Matters for Consideration

This report is presented to Council to consider the Contract extension assessment and recommendation to extend the Contract for a further two-year period.

The current service provider has provided a satisfactory level of service during the initial term of the Contract.

There have been no contractual issues with the current service provider.

Based on this, and the information contained in **Confidential Attachment 1** it is recommended that Council extends the Contract to Bogdan Investments Pty Ltd for an additional two-year period at the agreed lump sum and schedule of rates to 4 August 2026.

Implementation

Subject to Council approval, the Contract extension will be implemented for an additional two-year period from 5 August 2024 to 4 August 2026.

Community Engagement

Consultation was undertaken with relevant Council departments to ensure the Contract services align with, and best support, community users and meet Council's requirements.

Resource And Risk Implications

The funding required for the extension period from 5 August 2024 to 30 June 2025 is included in the 2024/2025 Budget.

The funding required for the extension period from 1 July 2025 to 30 June 2026 is factored into Councils Financial Plan and will be considered as part of the budget development process for the 2025/2026 Budget.

The funding required for the extension period from 1 July 2026 to 4 August 2026 is factored into Councils Financial Plan and will be considered as part of the budget development process for the 2026/2027 Budget.

Community: potential impact on community, including public trust and customer service impact

- Yes - Works under this Contract ensures that facilities are well maintained.

Environmental: impacts on environmental sustainability, including water/waste management, climate change, and contaminated land

- None

Financial: significant financial impacts

- Yes - Budget expenditure is from Council funding, from the Operational budget subject to Council approval

Regulatory: legal, legislative or regulatory implications including the rights/obligations of stakeholders

- None

Safety: health, safety or duty of care impacts

- None

Legislation/Council Plan/Policy Context

This report supports the Council Plan 2021-2025 strategic direction and objective of:

2. Places and Spaces - Liveable and connected neighbourhoods that support healthy and sustainable futures - A green place for all

- Liveable and Connected - Inviting and liveable spaces and facilities, connected so people can get around.

This report complies with Procurement Policy and the *Local Government Act 1989 (the Act)*.

Council officers contributing to the preparation and approval of this report, have no conflicts of interests to declare.