

10.2 TENDER T04-2023 - THE CONCOURSE HOUSE LIGHTING

ATTACHMENTS:	NONE
RESPONSIBLE OFFICER:	LINDA PERRINE, COMMUNITY CULTURE & LEISURE DIRECTOR
AUTHOR:	JULIET ROSSER, ARTS AND CULTURE MANAGER
CITY STRATEGY OUTCOME:	5.1 BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO.
MEETING DATE:	12 AUGUST 2024

1. PURPOSE OF REPORT

To authorise the General Manager to negotiate directly and finalise a contract for the supply and installation of The Concourse House Lighting with lighting suppliers and installers as no tender submissions were received for Tender T04 - 2023.

2. OFFICERS RECOMMENDATION

That Council:

- 1. Note that Tender T04-2023 for the supply and installation of The Concourse House Lighting did not receive any tender submissions after advising major suppliers in the market of Council's tender and having high levels of engagement from companies during the tender period.**
- 2. Cancel Tender T04-2023 for the supply and installation of The Concourse House Lighting as a result of not receiving any submissions noting that cancellation of the Tender complies with s178 (3) (a) of the Local Government (General) Regulation 2021.**
- 3. In accordance with clause s178 (3) (e) of the Local Government (General) Regulation 2021, authorise the General Manager to undertake negotiations with appropriate suppliers for the supply and installation of The Concourse House Lighting.**
- 4. Provide delegation to the General Manager to finalise and engage a contractor post the Caretaker period.**

3. BACKGROUND

The Concourse House Lighting system is 13 years old and suffering critical issues. Council engaged a world leading theatrical lighting specialist to design a lighting system to bring the venue in line with current industry expectations and future uses.

Works were identified to improve the various lighting conditions and operations by updating the house lighting systems within the Theatre, Concert Hall, and Lounge. The scope of works includes essential adjustments and requirements to retrofit the Theatre, Concert Hall,

and Lounge's existing house and work lighting control system with minor future-proofing in the form of lighting network upgrades to ensure seamless building-wide integration. Lighting upgrades were also identified for the Lounge foyer and a blue light system to provide the needed side stage illumination, as well as allowing for network integration of the blue light system along with the upgrade of the theatrical dimmer racks.

Tender T04 - 2023 for the supply and installation of The Concourse House Lighting was issued on Thursday 25 July 2024 and closed on 8 August 2024.

This report informs Council of the outcome of the tender and recommends a strategy to ensure the critical lighting upgrades can progress in a timely manner to ensure the performing arts centre's operations.

4. DISCUSSION

The current theatrical lighting systems at The Concourse are obsolete and posing many issues for the venue operator. The house lighting bulbs are no longer available for purchase. The venue is creating makeshift workarounds to keep the lights on and the venue operational. These are short term solutions that are not sustainable. The scoped works for the new house lighting system needs to be installed when the performing arts venues are not operational. A short window was identified with the venue operators for January and February 2025 for these critical works to occur. The venue has stopped taking bookings during this time. This is historically the quietest time for the venues and will pose the least amount of disruption to the hirers and minimise the financial loss for the venue.

As Council did not receive any tenders for this project, this poses a critical issue for the venue's continued operation if the lighting systems cannot be upgraded during the identified window in early 2025. There are also long lead times required to source the specific fixtures specified in the lighting design, posing another critical timing issue. Council needs to have the works completed by 1 March 2025 to minimise the financial and reputational risks to Council, the venue and the hirers.

There was a high level of engagement from lighting suppliers during the tender process. Feedback from those companies has identified an interest in the project but that there were time pressures to complete the tender submission on time due to the large and complex nature of the project. Suppliers also requested further information to inform their tender submission which was requested after the deadline for requests for information had closed.

Based on these discussions, it is believed that a negotiation process with appropriate suppliers is likely to result in a more favourable outcome for Council than re-issuing a tender.

In accord with the Local Government Regulations 2021 (s178), it is recommended that Council cancel Tender T04-2023 and enter into negotiations with suitable suppliers to supply and install the Concourse House Lighting.

5. RISKS AND OPPORTUNITIES

The level of risk associated with not completing these works within the identified time frame is high.

The level of risk associated with not being able to obtain lighting suppliers to supply and install The Concourse house lighting is extreme under Council's *Risk Management Framework*.

6. CONCLUSION

Tender T04 - 2023 for the supply and installation of The Concourse House Lighting failed to attract any submissions and that the contract therefore be cancelled and negotiations entered into.

Officers recommend that Council cancel Tender T04-2023 and enter into negotiations and engage a contractor post the Careraker period.

7. IMPLICATIONS COMMENT

City Strategy Outcome	5.1 Be honest, transparent and accountable in all that we do.
Business Plan Objectives, Outcomes / Services	The completion of construction and maintenance infrastructure projects is consistent with Council's Delivery Program 2023-2027.
Policy	This matter relates to Council's <i>Procurement and Contract Management Policy</i> .
Consultation	The tender was advertised in accordance with the provisions in the <i>Local Government Act 1993</i> . Council contacted suppliers in the industry to advise them of this tender to increase awareness and interest in the tender. Council conducted information sessions and site visits attended by four companies.
Risk	The level of risk associated with not completing these works within the identified time frame is high. The level of risk associated with not being able to obtain lighting suppliers to supply and install The Concourse House Lighting is extreme under Council's <i>Risk Management Framework</i> .
Resource	The administration of this contract will be undertaken within existing resources.
Legal	There are no legal implications applicable to this report.
Legislation	The tender process has been undertaken in accordance with all <i>Local Government Act</i> requirements.
Budget/Financial	Funding for the works is within approved PCW budgets.