



Evaluation of Tender CC201284 Representation Review									
Link to Tender Schedule	Weight %	Governance Matters (GM)			K Powell		Connor Holmes		
		Raw Score (out of 10)	Weighted Score	Comments	Raw Score (out of 10)	Weighted Score	Raw Score (out of 10)	Weighted Score	Comments
Capability		30%		24.0		13.0		11.0	
Understanding of the City of Marion and its vision for Excellence in Governance	10%	7.0	7.0	proposal includes survey of EMs and EMG - consultative / efficient. Demonstrated understanding of opportunity to further Council's vision for excellence in governance	4.0	4.0	3.0	3.0	No mention of CoM's "Excellence in Governance" - offering a 10 stage process in line with legislative reqs
Practical application of contemporary approaches to governance	10%	9.0	9.0	incl international research. Has undertaken governance reviews for a number of not-for- profit organisations. Excellent references	4.0	4.0	3.0	3.0	focus on process / legislative requirements - contemporary approaches to governance not demonstrated
Capability to facilitate discussions with Council and the community to develop various options	10%	8.0	8.0	References indicate Kate's "inclusive consulting style".	5.0	5.0	5.0	5.0	significant experience at CEO level in Local Government - assumed
Capacity		25%		20.0		14.0		15.0	
Skills, knowledge and experience of the persons identified to prepare the Representation Options Paper and assist with the review				Highly qualified and regarded. Consultant specialises in improving corporate governance practices and board performance.					highly qualified but proposal considered superficial and focussed on legislative compliance / process driven
Knowledge of the requirements of the LG Act	5%	8.0	4.0	Consultant holds a law degree	6.0	3.0	6.0	3.0	extensive reference to sections to LG Act in proposal (but referred to old legislation ie review conducted once at least once every 8 years)
Capacity / ability to write papers	10%	8.0	8.0	proposal written in plain english. GM has developed good governance policies for adaption to requirements of particular organisation reqs.	6.0	6.0	6.0	6.0	assumed based on experience and proposal
Capacity to address representation and governance issues that may arise	10%	8.0	8.0	References indicate Kate's ability to address governance issues - particular expertise in good governance frameworks	5.0	5.0	6.0	6.0	has conducted representation reviews for other councils.
Methodology		20%		17.0		6.5		8.0	
Focus on Council and community engagement	5%	8.0	4.0	Proposal includes attendance at EM forums and Council meetings where Rep rev'w is considered and discussed	5.0	2.5	5.0	2.5	stage 4 proposal beyond legislative requirements (community info session) but considered unlikely to be effective consultation strategy
Focus on understanding the optimum Council composition	5%	9.0	4.5	Research proposed into LG governance structures / decision making / representation models	4.0	2.0	5.0	2.5	meets criteria - minimum
Using the team for the conduct of the review	5%	8.0	4.0	ref to 2 meetings with staff and survey (EMG)	4.0	2.0	6.0	3.0	satisfactory
Any added value	5%	9.0	4.5	survey + research	-	-	-	-	community info session considered unlikely to add value
Cost									
Relative cost	25%	-	-	Proposed cost of approx \$55k. Zero score provided given costs is approx double than the median cost of all proposals. Negotiation on hours effort and hourly rate likely to reduce proposed costs.	5.3	13.3	5.0	12.5	Proposed cost of approx \$24k (adjusted to allow for meetings with Council)
		100%		61.0		46.8		46.5	
TENDER EVALUATION SCORING GUIDELINES				Overall analysis		Overall analysis		Overall Analysis	
Scoring is out of 10				Outstanding proposal. Demonstrated expertise and experience in both governance reviews – best practice / excellence in governance		Reasonable but basic proposal but without any real depth or demonstration of understanding of best practice governance / representation models. Local Government projects have included prudential / financial and rating reviews.		Proposal appeared standard / superficial. Did not refer to City of Marion's vision for Excellence in Governance. Referred to outdated legislation and quoted other sections of LG Act in full.	
Expertise in board governance – produces development DVDs for Boards / C'ees				Has conducted governance reviews for a number of not for profits (St Johns (Vic), ASC, AI Sport) who have provided excellent references				Complimentary community workshop offered but considered to add little value as other communication / consultation strategies considered to be much more effective	
10	Excellent +			Proposal focused on best practice governance and decision making structures.					
9	Excellent			Referred to CoM's vision for Excellence in Governance and opportunity to further this vision					
8	Good +			Proposed initial survey of Ems and EMG before first EM forum.					
7	Good			Cost considerably higher reflecting outstanding level of governance expertise/experience and services being offered.					
6	Satisfactory +								
5	Satisfactory								
4	Unsatisfactory								
3	Unsatisfactory -								
2	Poor								
1	Poor -								
0	Provided no information								
				RECOMMENDATION:					
				Based on the above assessment, the Tender Evaluation Team recommend Governance Matters be awarded this contract					
				SIGNED by the Tender Evaluation Team :					
				Linda Graham:  Date 3/10/12				Deb Horton:  Date 3/10/12	