

### 7.3.5 PROJECT MANAGEMENT SYSTEM 2025031

<b>Responsible Manager:</b>	Adil Khan, Chief Information Officer - Digital and Technology
<b>Responsible Director:</b>	Simone Wickes, Director Corporate Services

#### RECOMMENDATION

##### That Council

- 1. Awards the tender from EPM Partners Pty Ltd for the Provision of a Project Management System, Contract No. 2025031, for an estimated contract value of \$359,370 for the initial term and a total estimated contract value of \$784,637 (inclusive of \$185,770 for the first extension, \$191,386 for the second extension, and a contingency amount of \$48,111)**
- 2. Authorises the Chief Executive Officer or her delegate to execute the contract agreement and**
- 3. Notes that the contract will commence in May 2025, for an initial term of three years and the contract has two extension options of two years each and authorises the Chief Executive Officer to approve extension options subject to satisfactory performance.**

**\*all dollar figures are GST Inclusive unless stated otherwise.**

#### INTRODUCTION

Council has conducted a public tender for the provision of a Project Management System.

#### BACKGROUND

Council plans to implement a comprehensive Portfolio and Project Management (PPM) solution to serve as the central database for all approved projects. This tool aims to enhance efficiency, collaboration, and visibility throughout all project phases, from initiation to closure. The PPM solution will support every aspect of the project management lifecycle, including initiation and planning, approvals, execution, monitoring and control, and closure.

The desired project and portfolio management tool functionalities include:

- Portfolio, Program & Project management.
- Risk, Action, Issue, Decision & Lessons Learnt (RAIDL) Management.
- Schedule, Resource, Forecast, and Dependency management.
- Classification, Sizing, and Prioritisation.
- Flexible workflow and Process management.
- Comprehensive Reporting.
- Governance / Stakeholder management, Change management, Benefit management.
- Integration, Navigation, and Data management.

The Project Management Office, positioned within Corporate Performance will administer this PPM solution, however, it will be utilised across Council to manage approved capital and operational projects.

Council currently engages the services of C A Technology Pty Ltd (CAMMS) for the incumbent solution.

### NOTIFICATION

A public notice was placed in The Age newspaper on 2 November 2024 and the tender closed on 6 December 2024.

### TENDERS RECEIVED

Nine tender submissions were received by the appointed closing time.

The tenders received are listed below:

No.	Tenderer
1	NTT Australia Digital Pty Ltd
2	Arkance Australia Pty Ltd
3	C A Technology Pty Ltd
4	EPM Partners Pty Ltd
5	DXC Technology Australia Pty Ltd
6	Mastek Systems Pty Ltd
7	HKA Global Pty Ltd
8	PM SHERPAS LLC
9	Exco Partners Pty Ltd

### TENDER CONFORMANCE

Two submissions were deemed non-conforming and these submissions were not evaluated further.

### TENDER EVALUATION

All members of the evaluation panel signed Conflict of Interest and Confidentiality forms, and no conflicts were raised.

The remaining seven conforming tenders were deemed conforming and further evaluated as per the agreed evaluation criteria

Pass/Fail Assessment Criteria	Score
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Quality Systems (if applicable)	<i>Pass/Fail</i>
OHS third party certification (if applicable)	<i>Pass/Fail</i>
Mandatory Insurances (if applicable)	<i>Pass/Fail</i>
Suppliers must be able to provide a demonstration of their online Portfolio and Project Management (PPM) tool (SAAS product), (shortlisted suppliers only)	<i>Pass/Fail</i>
Suppliers must be able to provide references (reference sites and contacts) where they have implemented their Portfolio and Project Management (PPM) tool.	<i>Pass/Fail</i>
Proven track record in implementing Portfolio and Project Management solutions in local council environments or similar settings.	<i>Pass/Fail</i>
Third-Party Cyber Security Questionnaire	<i>Pass/Fail</i>

<b>Table 2</b>	<b>Key Selection Criteria</b>	<b>Criteria Weightings</b>
Qualitative Criteria 40%	Capacity and Capability	30%
	Project Timelines	5%
	Sustainability	5%
Quantitative Criteria 60%	Price	60%

## **DISCUSSION**

The tenderers were invited to present online demonstrations of their proposed PPM solution to the panel and internal stakeholders. This process required the tenderers to demonstrate several important scenarios based on Council’s published technical requirements for the solution.

After the online demonstration of the proposed PPM solutions, the final evaluation ranking (including the price and non-price evaluation criteria) had EPM Partners Pty Ltd ranked highest and as such, the evaluation panel recommends EPM Partners Pty Ltd as representing the best value outcome for Council.

## **FINANCIAL IMPLICATIONS**

The initial term of this contract has an estimated cost of \$359,370. The estimated total contract cost is \$784,637, inclusive of \$185,770 for the first extension, \$191,386 for the second extension, and a contingency amount of \$48,111.

This solution will also require additional Microsoft licencing, and these costs will be covered by Council's current and approved Microsoft contract Supply of Microsoft Software and Azure Credits contract.

## **CONCLUSION**

That Council approves the recommendations contained within this report.

## **ATTACHMENT LIST**

Nil