

Disclosure of Contract

Contract Number:	2019/20-W028-740
Contract Title:	<i>Design Consultancy Services for the Workplace Accommodation Improvements.</i>
Description of Contract:	<p><i>Detailed design and documentation for a new modular accommodation building that will be located at the council depot site in South Street Katoomba. Design works will include:</i></p> <ul style="list-style-type: none"> • <i>architectural design (to accommodate 50 staff) suitable for the construction of prefabricated modular building system, plus full office fitout design, including meeting rooms, workstation configurations, finishes schedule, FFE schedule, prefabricated, modular accessible toilets (male and female);</i> • <i>Undertake a site selection process report for siting the proposed prefabricated modular facility;</i> • <i>landscaping (minimal) and car parking design;</i> • <i>stormwater design;</i> • <i>structural engineering design;</i> • <i>site preparation and design;</i> • <i>civil works including pedestrian pathways, small hardstand area to accommodate 10 vehicles,</i> • <i>traffic and pedestrian management design. A traffic engineer and accessibility consultant will be required to input into the design;</i> • <i>sewer and potable water design;</i> • <i>design of Infrastructure Technology for computer connectivity, communications, fire systems and security systems;</i> • <i>design of electrical and lighting (internal and external) including design of connection to existing power supplies;</i> • <i>mechanical heating and cooling design which has the highest possible energy rating;</i> • <i>documentation for the demolition and make good of existing building footprint; and</i> • <i>all design must incorporate sustainability principles and align with best practice guidelines, particularly in relation to heating and cooling systems, building design, water use, stormwater design and electrical systems including solar panel installation.</i> <p><i>The second element of this project will be to complete a master plan for the South Street Council Depot. The depot has evolved over many years and a review of the current operations, operations infrastructure and hardstand layouts is required and will include the following components:</i></p> <ul style="list-style-type: none"> • <i>facilitate and document at least 6 workshops (2 hour duration each) with depot operational staff, managers and</i>

	<p><i>directors to understand current operational requirements, existing infrastructure and hardstand layout areas and make recommendations on what could be improved and why;</i></p> <ul style="list-style-type: none"> • <i>review traffic movements and hard stand allocation for vehicles, trucks, other plant and equipment and make recommendations and design and document how this could be improved;</i> • <i>review current pedestrian movements (particularly in relation to WHS) throughout the depot and design and document how this could be improved;</i> • <i>complete a DRAFT report accompanied with detailed design and documentation for the proposed improvements;</i> • <i>complete a change management and engagement plan for further stakeholder engagement (include 4 additional workshops with operational staff);</i> • <i>finalise the report with recommendations, detailed design and implementation program for market testing.</i>
Name and address of contractor:	<i>Ingrid Donald Architect 247 Govetts Leap Road, Blackheath NSW 2785</i>
Related companies:	<i>Not Applicable</i>
Contract date and duration:	<i>13 May 2020 to 30 November 2020</i>
Particulars:	<i>Design Consultancy Services for the Workplace Accommodation Improvements.</i>
Estimated amount payable:	<i>\$202,428.60 (\$184,026.00 + \$18,402.60 GST)</i>
Renegotiation provisions:	<i>Not Applicable</i>
Method of tendering:	<p><i>Open Electronic Tender</i></p> <p><u><i>Evaluation Criteria:</i></u></p> <p><i>Value for Money;</i></p> <p><i>Capability and Capacity – Tenderer Project Team;</i></p> <p><i>Project Methodology and project program;</i></p> <p><i>WH&S responses;</i></p> <p><i>Environmentally sustainable development;</i></p> <p><i>Critical Assumptions; and</i></p> <p><i>Innovation.</i></p>
Extra payable provisions:	<i>Not Applicable</i>