[redacted]

From: [redacted]
Sent: Thursday, 6 May 2021 11:22 AM
To: [redacted]
Cc:
Subject: Request for services- kangaroo management
Attachments: Draft Work Order 2021 - [redacted](A29149308).docx

OFFICIAL

Hi [redacted]

Please see attached Work Order for kangaroo management services.

Let me know if any questions, otherwise look forward to your response.

Cheers,

[redacted]
Project Officer
Rural Services and Natural Resource Protection
ACT Parks and Conservation Service
Ph [redacted]
Email: [redacted]@act.gov.au

[redacted]

From: [redacted]
Sent: Friday, 14 May 2021 3:37 PM
To: [redacted]
Subject: Response to Draft Work Order
Attachments: [redacted]pdf; Draft Work Order Sig Rate Page.pdf

CAUTION: This email originated from outside of the ACT Government. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Dear [redacted]

Please find attached the signed final page of the Draft Work Order which includes an all inclusive nightly rate per each operational team.

Please accept this, alongside the support documents we have submitted (including the Operational Plan), as confirmation that we have both the capacity and resources to deliver the services outlined in the Draft Work Order for the 2021 Conservation Cull of EGK.

[redacted]

[redacted]per night
[redacted]per night
[redacted]per night
[redacted]per night

All inclusive nightly rate per each operational team - $[redacted] GST Ex

[redacted] will be charged at cost + [redacted]

We will send through a costing for the [redacted] component ASAP.

Thanks for all your work on the activity, please let us know if you require further info.

[redacted]

[redacted]

ACT Government
Environment, Planning and Sustainable Development

DRAFT WORK ORDER

Issued to [redacted]

Issued under and subject to the terms of Contract Macropod Management with [redacted]**, June 2020**

2021 Conservation Cull of Eastern Grey Kangaroos *Macropus giganteus*

Issue date: **6/05/2021**
Acknowledgement of receipt of Request for Quote - Draft Work Order: **8/05/2021**
Date and time for submission of response: **13/05/2021**
The successful contractor will be issued the Final Work Order by: **13/05/2021**

Instructions

[redacted] are invited to respond to this Draft Work Order for the delivery of professional shooting services to cull overabundant populations of eastern grey kangaroos in areas managed by the ACT Parks and Conservation Service (PCS).

Please complete and sign this Draft Work Order, addressing the Selection Criteria and other matters notified by PCS.

Please submit your responses by the required dates to the Program Manager, [redacted] **email:** [redacted]**@act.gov.au**

For any questions about this Draft Work Order, contact the Program Manager above.

If the terms detailed in this draft can be met, the Program Manager will issue a Final Work Order prior to the commencement of the Services.

2020 Conservation Cull of Eastern Grey Kangaroos *Macropus giganteus*

A. Background

This program is part of the annual conservation cull of Eastern Grey Kangaroos *Macropus giganteus* (kangaroos), undertaken in the ACT since 2009. The aim of the conservation cull is to control overabundant populations of kangaroos that are having an unacceptable impact on environmental values. The ACT Government has legal obligations to protect critically endangered Lowland Natural Temperate Grasslands listed under the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999;* and Yellow Box-Red Gum Grassy Woodland listed as critically endangered under the ACT *Nature Conservation Act 2014*.

The 2021 program will be undertaken in areas managed by ACT Parks and Conservation (PCS), specifically [redacted]

B. Program Challenges

1. [redacted]
2.
3.
4.
5.

B. Statement of Requirements

6. The Statement of Requirements detailed and agreed to in the Macropod Management contract signed 3/6/2020 by [redacted] applies to this work order.

D. Selection Criteria

The Supplier must provide a written response demonstrating their capacity to provide and/or meet these key criteria:

Criteria 1: Capacity

1. Please detail your capacity to meet program objectives at specified locations within a timeframe negotiated with PCS. PCS preferred dates, sites and indicative numbers are detailed below:

Table 1 – 2021 All sites and numbers

Kangaroo Management Unit	Target Number
[redacted]	881
	256
	317
	59
	55
	723
TOTAL	2291

Note – PCS staff shooters will contribute to achieving cull targets above

Table 2 – Sites allocated to contractor

[redacted]	881
	723
	256
	317
	59

*PCS shoot team likely to operate at this site and contribute to achieving cull target at this site

Note – site allocation is indicative only and may be subject to changes.

Table 3 – Preferred dates and team requirements

Preferred dates	Number of teams	Number of team nights
17 May – 21 May	[redacted]	[redacted]
24 May – 28 May		
14 June – 18 June		

21 June – 25 June		
TOTAL		

Table 4 – Summary of requirements

Total number of operational nights	
Total number of individual team nights	
Average nightly cull target per team	

2. Please indicate your capacity to allow for one or more working days (daylight hours) prior to commencing shooting operations, for site familiarisation, meeting with key staff and detailed discussion on operational matters.

   Due to potential for unforeseen circumstances, dates and locations may change. PCS will provide immediate notification if changes are required and work with Suppliers to identify mutually agreeable alternatives.

Criteria 3: Approach

Please provide an overview of the intended operational approach by providing the following documents

i. Operational Plan
ii. Risk Management Plan/ Risk assessment with reference to Covid-19
iii. Relevant JSA and MSDS
iv. Current liability Insurance with shooter listed

Criteria 2: Authorisation, licenses, and permits

Please provide copies of Ground Service team members:

i. Firearms license
ii. Driver's license (if applicable)
iii. Suppressor permits ACT and NSW
iv. PCS issued shooter authorisations

Criteria 3: Resources

Please indicate your ability to meet the below resourcing requirements

1. Shooting teams (Ground services teams) comprising as outlined in table three.

2. On-ground Service Team Drivers must have current licences and be experienced in safely and efficiently operating ATV and 4WD vehicles.

3. The Contractor must as a minimum possess the following registered and insured vehicles:
   i. [redacted]
   ii.
   iii.
4. The Contractor must as a minimum possess suitable equipment to provide the Services, including but not limited to:
   i. [redacted]
   ii.
   iii.
   iv.
   v.
   vi.
   vii.
   viii.
   ix.

Note: Communications equipment, in the form of government radios, will be supplied to the Contractor by the EPSDD Incident Controller during operations as required.

E. Contract Specifics

This work contract is estimated to involve **twenty-four** [redacted] **individual team nights** (based on one shooting team of [redacted]). This may be subject to change

As negotiated with PCS the preferred dates and team composition are:

Preferred dates	Number of teams	Number of team nights
17 May – 21 May	[redacted]	[redacted]
24 May – 28 May		
14 June – 18 June		
21 June – 25 June		
TOTAL		

Hourly rates already submitted for the Animal Population Management Services in the ACT, Panel Deed [redacted] may be varied through negotiation and at the discretion of PCS following conclusion of the payment schedule in year three of the Deed.

Please confirm that your all-inclusive nightly rate (GST Exclusive), based on [redacted] shifts, including travel and all other expenses is in accordance with the pricing schedule contract signed by your representative on 3 June 2020 . PCS estimates a requirement of [redacted] individual team nights to achieve desired program outcomes in [redacted] operational nights. Due to a range of variables actual operational nights may vary from expected. Under this contract PCS will pay for actual operational nights.

[redacted]

To respond to this Draft Work Order, please provide your written response to the Selection Criteria, your all-inclusive fixed rate contract price above, and your signature and date below.

_____

Signature/s of authorised representative/s for the Supplier Date

Please confirm that your all-inclusive nightly rate (GST Exclusive), based on [redacted] shifts, including travel and all other expenses is in accordance with the pricing schedule contract signed by your representative on 3 June 2020 . PCS estimates a requirement of [redacted] individual team nights to achieve desired program outcomes in [redacted] operational nights. Due to a range of variables actual operational nights may vary from expected. Under this contract PCS will pay for actual operational nights.

All INCLUSIVE NIGHTLY RATE PER EACH OPERATIONAL TEAM BASED ON AN ESTIMATED 36 NIGHTS: [redacted] GST Ex.

To respond to this Draft Work Order, please provide your written response to the Selection Criteria, your all-inclusive fixed rate contract price above, and your signature and date below. [redacted]

14 May 21

Signature/s of authorised representative/s for the Supplier Date

Work Order – Issued under and subject to the terms of Contract Macropod Management Services with [redacted] June 2020

Issue date: 16 May 2021
Issued to: [redacted]

1.	**Requesting Directorate/ Agency:**	Environment, Planning and Sustainable Development Directorate			
2.	**Supplier name:**	[redacted]			
3.	**Term of Work Order:**	16 May 2021– 31 July 2021			
4.	**Services:** *See clauses 1.1 and 2 of the Deed*	**Item**	**Details of Services**	**Timeframe for completion**	
		1.	Conduct daylight site reconnaissance of new sites prior to commencing operations, undertake pre-operational briefings. Supplier's shooters to complete ACT Shooter Proficiency Testing, provide evidence of firearms licenses and suppressor permits	Prior to commencing culling operations on 17 May 2021	
		2.	Deliver professional shooting services to cull eastern grey kangaroos (kangaroos), as detailed in draft work order 2021 Conservation Cull of Eastern Grey Kangaroos *Macropus giganteus* issued to [redacted] 6 May 2021, and in accordance with Macropod Management Services contract June 2020.	An estimated [redacted] individual team nights to achieve desired program outcomes between 17 May 2021 – 31 July 2021	
		3.	Participate in post-operational debriefs, and/or after-action reviews, as required and at conclusion of final period of operations.	During and following operations.	

<table>
<tr><td></td><td></td><td></td><td>Provision of a written program summary no later than fourteen (14) days following the completion of operations.</td><td>On completion of operations.</td></tr>
<tr><td>5.</td><td>Contract Price:
See clauses 1.1 and 7 of the Deed</td><td colspan="3">PCS will pay a nightly rate of [redacted] GST ex) per individual team. It is estimated that [redacted] ndividual team nights will be required to complete this program totalling an estimated [redacted] The final amount payable will be based on actual operational nights not estimated and so may differ from the total figure listed in this table.</td></tr>
<tr><td>6.</td><td>Disbursements:
See clause 7 of the Deed</td><td colspan="3">Except if otherwise stated in the Deed or this Work Order, the Contract Price is inclusive of all disbursements, including out-of-pocket expenses incurred by the Supplier.</td></tr>
<tr><td>7.</td><td>Invoicing arrangements:
See clause 7 of the Deed</td><td colspan="3">The Contract Price is payable by instalments within 30 days of receipt by the Territory of an Invoice. Invoices may only be rendered in accordance with the following:
<table><tr><td>No.</td><td>When Invoice may be rendered</td></tr><tr><td>1</td><td>Completion of successful shooting services</td></tr><tr><td>2</td><td>Provision of a written report following conclusion of operations.</td></tr></table>OR:
The Contract Price is payable as a lump sum in arrears. An Invoice may only be rendered following competition of the Services.</td></tr>
<tr><td>8.</td><td>Territory Information
See clauses 1.1 and 10 of the Deed</td><td colspan="3">As defined in the Deed.

The Territory requires the Supplier to keep confidential all information related to documents which the Territory will be providing to the Supplier under this Work Order, in addition to what is already set out in the definition of Territory Information or in the deed.</td></tr>
</table>

Requesting Officer:

Name: [redacted] **Signature:** [redacted] **Date:** 16.05.2021

Position: Project Officer **Ph:** [redacted] **Email:** [redacted]@act.gov.au

This form must be signed by an authorised officer of the Supplier and returned to the Territory Contract Officer by date negotiated between the Supplier and Requesting Officer.

Supplier: [redacted]

Name: [redacted] **Signature** [redacted] **Date:** 17/5/2021

Position: [redacted] **Ph:** [redacted] **Email:** [redacted]

If the Supplier is selected as the preferred supplier to provide the Services, the Supplier may not commence this work until this form has been signed by the Territory's approving delegate and returned to the Supplier, at which stage the Draft Work Order becomes a final Work Order and, together with the Deed, forms the parties' contract for the Services.

Territory's approving delegate:

Name [redacted] **Signature** [redacted] **Date:** 17/5/2021

Position: **Ph:** [redacted] **Email:** [redacted]@act.gov.au

Notes:
No contractual arrangement arises until the Supplier and the Territory's approving delegate have signed this Work Order. In addition to the matters set out in this Work Order, the provision of Services is subject to and must be read with the Deed. Any prices quoted by the Supplier in this Work Order must not exceed those set out in, or calculated in accordance with, the Pricing Information at Attachment 2 of the Deed (if any).

[redacted]

Subject: FW: PCS dates and team nights

From: [redacted]
Sent: Monday, 4 April 2022 1:20 PM
To: [redacted]
Cc: [redacted]@act.gov.au>
Subject: PCS dates and team nights

OFFICIAL

Hi [redacted]

Thanks for the call last week and [redacted]

Please find preferred dates and team requirements below. I think you are at [redacted] on [redacted] so we have avoided that week.

Let me know what is possible when you get the chance.

Week starting	Number of teams	Number of team nights
23-May	[redacted]	[redacted]
6-June		
20-Jun		
27-Jun		
18-Jul		
Total team nights	[redacted]	
Total operational nights		

Talks soon,
[redacted]

[redacted]

From: Admin - [redacted]
Sent: Sunday, 22 May 2022 2:46 PM
To: [redacted]
Subject: Draft Work Order 2022 [redacted] (A34216527) AMENDED AND FINAL
Attachments: Draft Work Order 2022 [redacted] (A34216527).pdf

Caution: This email originated from outside of the ACT Government. Do not click links or open attachments unless you recognise the sender and know the content is safe. Learn why this is important

ACT Government
Environment, Planning and Sustainable Development

DRAFT WORK ORDER

Issued to [redacted]

Issued under and subject to the terms of Contract Macropod Management with [redacted] **June 2022**

2022 Conservation Cull of Eastern Grey Kangaroos *Macropus giganteus*

Issue date: **17/05/2022**
Acknowledgement of receipt of Request for Quote - Draft Work Order: **18/05/2022**
Date and time for submission of response: **20/05/2022**
The successful contractor will be issued the Final Work Order by: **23/05/2022**

Instructions

[redacted] are invited to respond to this Draft Work Order for the delivery of professional shooting services to cull overabundant populations of eastern grey kangaroos in areas managed by the ACT Parks and Conservation Service (PCS).

Please complete and sign this Draft Work Order, addressing the Selection Criteria and other matters notified by PCS.

Please submit your responses by the required dates to the Program Manager, [redacted] **email:** [redacted]**@act.gov.au**

For any questions about this Draft Work Order, contact the Program Manager above.

If the terms detailed in this draft can be met, the Program Manager will issue a Final Work Order prior to the commencement of the Services.

2022 Conservation Cull of Eastern Grey Kangaroos *Macropus giganteus*

A. Background

This program is part of the annual conservation cull of Eastern Grey Kangaroos *Macropus giganteus* (kangaroos), undertaken in the ACT since 2009. The aim of the conservation cull is to control overabundant populations of kangaroos that are having an unacceptable impact on environmental values. The ACT Government has legal obligations to protect critically endangered Lowland Natural Temperate Grasslands listed under the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999;* and Yellow Box-Red Gum Grassy Woodland listed as critically endangered under the ACT *Nature Conservation Act 2014*.

The 2022 program will be undertaken in areas managed by ACT Parks and Conservation (PCS), specifically [redacted]

B. Program Challenges

1. [redacted]
2.
3.
4.
5.

B. Statement of Requirements

6. The Statement of Requirements detailed and agreed to in the Macropod Management contract signed 3/6/2020 by [redacted] applies to this work order.

D. Selection Criteria

The Supplier must provide a written response demonstrating their capacity to provide and/or meet these key criteria:

Criteria 1: Capacity

1. Please detail your capacity to meet program objectives at specified locations within a timeframe negotiated with PCS. PCS preferred dates, sites and indicative numbers are detailed below:

Table 1 – 2021 All sites and numbers

Kangaroo Management Unit	Target Number
[redacted]	700
	131
	500
	160
	159
	245
TOTAL	1895

Note – PCS staff shooters will contribute to achieving cull targets above

Table 2 – Preferred dates and team requirements

Preferred dates	Number of teams	Number of team nights
23 May – 27 May	[redacted]	[redacted]
20 June – 24 June		
27 June – 1 July		
18 July – 22 July		
TOTAL		[redacted]

Table 3 – Summary of requirements

Total number of operational nights		[redacted]
Total number of individual team nights		

2. Please indicate your capacity to allow for one or more working days (daylight hours) prior to commencing shooting operations, for site familiarisation, meeting with key staff and detailed discussion on operational matters.

   Due to potential for unforeseen circumstances, dates and locations may change. PCS will provide immediate notification if changes are required and work with Suppliers to identify mutually agreeable alternatives.

Criteria 3: Approach

Please provide an overview of the intended operational approach by providing the following documents

i. Operational Plan **attached**
ii. Risk Management Plan/ Risk assessment with reference to Covid-19 **attached**
iii. Relevant JSA and MSDS **attached**
iv. Current liability Insurance with shooters listed **forwarded**

Criteria 2: Authorisation, licenses, and permits

Please provide copies of Ground Service team members:

i. Firearms license **forwarded**
ii. Driver's license (if applicable) **Forwarded**
iii. Suppressor permits ACT and NSW **Forwarded and will be re-issued over project**
iv. PCS issued shooter authorisations **Issued by PCS**

Criteria 3: Resources

Please indicate your ability to meet the below resourcing requirements

1. Shooting teams (Ground services teams) comprising [redacted] as outlined in table three. **Yes we have the required staffing committed to the project.**

2. On-ground Service Team Drivers must have current licences and be experienced in safely and efficiently operating ATV and 4WD vehicles. **Yes we have the required staffing committed to the project.**

3. The Contractor must as a minimum possess the following registered and insured vehicles:
   i. [redacted]
   ii.
   iii.

4. The Contractor must as a minimum possess suitable equipment to provide the Services, including but not limited to:

i. [redacted]

ii.

iii.

iv.

v.

vi.

vii.

viii.

ix.

Note: Communications equipment, in the form of government radios, will be supplied to the Contractor by the EPSDD Incident Controller during operations as required.

E. Contract Specifics

This work contract is estimated to involve [redacted] **individual team nights** (based on [redacted] shooting team of [redacted] This may be subject to change if targets are achieved sooner than anticipated or the number of operational nights is restricted by weather conditions.

As negotiated with PCS the preferred dates and team composition are:

Preferred dates	Number of teams	Number of team nights
23 May – 27 May	[redacted]	[redacted]
20 June – 24 June		
27 June – 1 July		
18 July – 22 July		
TOTAL		[redacted]

Hourly rates already submitted for the Animal Population Management Services in the ACT, Panel Deed [redacted] may be varied through negotiation and at the discretion of PCS following conclusion of the payment schedule in year three of the Deed.

Please confirm that your all-inclusive nightly rate (GST Exclusive), based on [redacted] shifts, including travel and all other expenses is in accordance with the pricing schedule contract signed by your representative on 3 June 2020. PCS estimates a requirement of [redacted] individual team nights to achieve desired program outcomes in [redacted] operational nights. Due to a range

of variables actual operational nights may vary from expected. Under this contract PCS will pay for actual operational nights only.

Please note that the following costs are additional to the Nightly Rate below:

[redacted]

*** fuel costs have increased since the contract was established and we ask to be paid a [redacted] fuel surcharge per week of operation totalling [redacted]***

All INCLUSIVE NIGHTLY RATE PER EACH OPERATIONAL TEAM BASED ON AN ESTIMATED 28 NIGHTS: ____[redacted]_____

To respond to this Draft Work Order, please provide your written response to the Selection Criteria, your all-inclusive fixed rate contract price above, and your signature and date below.

[redacted]

22/05/2022

Signature/s of authorised representative/s for the Supplier Date

Work Order – Issued under and subject to the terms of Contract Macropod Management with [redacted] June 2020

Issue date: 23 May 2022
Issued to: [redacted]

1.	**Requesting Directorate/ Agency:**	Environment, Planning and Sustainable Development Directorate		
2.	**Supplier name:**	[redacted]		
3.	**Term of Work Order:**	23 May – 31 July 2022		
4.	**Services:** *See clauses 1.1 and 2 of the Deed*	**Item**	**Details of Services**	**Timeframe for completion**
		1.	Conduct daylight site reconnaissance of new sites prior to commencing operations, undertake pre-operational briefings. Supplier's shooters to complete ACT Shooter Proficiency Testing, provide evidence of firearms licenses and suppressor permits	Prior to commencing culling operations on 23 May 2021
		2.	Deliver professional shooting services to cull eastern grey kangaroos (kangaroos), as detailed in draft work order 2021 Conservation Cull of Eastern Grey Kangaroos *Macropus giganteus* issued to [redacted] 6 May 2021, and Macropod Management Services contract June 2020.	An estimated [redacted] individual team nights to achieve desired program outcomes between 23 May 2022 – 31 July 2022
		3.	Participate in post-operational debriefs, and/or after-action reviews, as required and at conclusion of final period of operations.	During and following operations.

<table>
<tr><td></td><td></td><td><table><tr><td></td><td>Provision of a written program summary no later than fourteen (14) days following the completion of operations.</td><td>On completion of operations.</td></tr></table></td></tr>
<tr><td>5.</td><td>Contract Price:
See clauses 1.1 and 7 of the Deed</td><td>PCS will pay a nightly rate of [redacted] (GST ex) per individual team. It is estimated that [redacted] team nights will be required to complete this program totalling an estimated [redacted] The final amount payable will be based on actual operational nights not estimated and so may differ from the total figure listed in this table.

A fuel surcharge of [redacted] per shift will also be paid under this work order.

[redacted] and will be calculated and invoiced separately at conclusion of the cull</td></tr>
<tr><td>6.</td><td>Disbursements:
See clause 7 of the Deed</td><td>Except if otherwise stated in the Deed or this Work Order, the Contract Price is inclusive of all disbursements, including out-of-pocket expenses incurred by the Supplier.</td></tr>
<tr><td>7.</td><td>Invoicing arrangements:
See clause 7 of the Deed</td><td>The Contract Price is payable within 30 days of receipt by the Territory of an Invoice. Invoices may only be rendered in accordance with the following:<table><tr><td>No.</td><td>When Invoice may be rendered</td></tr><tr><td>1</td><td>Completion of successful shooting services</td></tr><tr><td>2</td><td>Provision of a written report following conclusion of operations.</td></tr></table>OR:

The Contract Price is payable as a lump sum in arrears. An Invoice may only be rendered following competition of the Services.</td></tr>
<tr><td>8.</td><td>Territory Information
See clauses 1.1 and 10 of the Deed</td><td>As defined in the Deed.

The Territory requires the Supplier to keep confidential all information related to documents which the Territory will be providing to the Supplier under this Work Order, in addition to what is already set out in the definition of Territory Information or in the deed.</td></tr>
</table>

Requesting Officer:

Name: [redacted] **Signature** [redacted] **Date:** 25·05·2022

Position: Overabundant Wild Coordinator **Ph:** [redacted] **Email:** [redacted]@act.gov.au

This form must be signed by an authorised officer of the Supplier and returned to the Territory Contract Officer by date negotiated between the Supplier and Requesting Officer.

Supplier: Strathbogie Wildlife Pty Ltd

Name: [redacted] **Signature:** [redacted] **Date:** 23-5-2022

Position: [redacted] **Ph:** [redacted] **Email:** [redacted]

If the Supplier is selected as the preferred supplier to provide the Services, the Supplier may not commence this work until this form has been signed by the Territory's approving delegate and returned to the Supplier, at which stage the Draft Work Order becomes a final Work Order and, together with the Deed, forms the parties' contract for the Services.

Territory's approving delegate: [redacted]

Name [redacted] **Signature** [redacted] **Date:** 23-05-2022

Position: [redacted] **Ph:** [redacted] **Email:** [redacted]@act.gov.au

Notes:
No contractual arrangement arises until the Supplier and the Territory's approving delegate have signed this Work Order. In addition to the matters set out in this Work Order, the provision of Services is subject to and must be read with the Deed. Any prices quoted by the Supplier in this Work Order must not exceed those set out in, or calculated in accordance with, the Pricing Information at Attachment 2 of the Deed (if any).

[redacted]

From: [redacted]
Sent: Tuesday, 16 May 2023 3:45 PM
To: [redacted]
Cc: [redacted]
Subject: EGK Draft Work Order 2023 - REQUEST
Attachments: Draft Work Order 2023 - REQUEST.docx

UNOFFICIAL

Hi [redacted]

Please find attached work order for the EGK conservation cull.

Please let me know if you have any questions.

Regards,

[redacted]

[redacted]

From: Admin - [redacted]
Sent: Monday, 29 May 2023 1:03 PM
To: [redacted]
Subject: Draft Work Order 2023 - REQUEST (002)
Attachments: Draft Work Order 2023 - REQUEST (002).pdf

Caution: This email originated from outside of the ACT Government. Do not click links or open attachments unless you recognise the sender and know the content is safe. Learn why this is important

Hello [redacted]

I hope you are well and warm.

I'm sorry this work order slipped past us – because it was from an unrecognized email address.

As I believe you discussed with [redacted] we have increased fee by [redacted] but I have dropped the [redacted]

I have attached Work Order with fee and signature today, but will get all other docs to you over the next few days.

Proposed staff are:

[redacted]

It is my understanding that everyone who is there in a shooting capacity has current PCS authorisations.

As always our insurance is at this time of the year in the processs of being renewed, so I'll be sending one CoC this week and another when it comes through.

Thanks

[redacted]

ACT Government
Environment, Planning and Sustainable Development

DRAFT WORK ORDER

Issued to [redacted]

Issued under and subject to the terms of Contract Macropod Management with [redacted] **June 2020**

2023 Conservation Cull of Eastern Grey Kangaroos *Macropus giganteus*

Issue date: **16/05/2023**
Acknowledgement of receipt of Request for Quote - Draft Work Order: **17/05/2023**
Date and time for submission of response: **22/05/2023**
The successful contractor will be issued the Final Work Order by: **26/05/2023**

Instructions

[redacted] are invited to respond to this Draft Work Order for the delivery of professional shooting services to cull overabundant populations of eastern grey kangaroos in areas managed by the ACT Parks and Conservation Service (PCS).

Please complete and sign this Draft Work Order, addressing the Selection Criteria and other matters notified by PCS.

Please submit your responses by the required dates to the Program Manager, [redacted] **email:** [redacted]**@act.gov.au**

For any questions about this Draft Work Order, contact the Program Manager above.

If the terms detailed in this draft can be met, the Program Manager will issue a Final Work Order prior to the commencement of the Services.

2023 Conservation Cull of Eastern Grey Kangaroos *Macropus giganteus*

A. Background

This program is part of the annual conservation cull of Eastern Grey Kangaroos *Macropus giganteus* (kangaroos), undertaken in the ACT since 2009. The aim of the conservation cull is to control overabundant populations of kangaroos that are having an unacceptable impact on environmental values. The ACT Government has legal obligations to protect critically endangered Lowland Natural Temperate Grasslands listed under the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999;* and Yellow Box-Red Gum Grassy Woodland listed as critically endangered under the ACT *Nature Conservation Act 2014*.

The 2023 program will be undertaken in areas managed by ACT Parks and Conservation (PCS), specifically [redacted]

B. Program Challenges

1. [redacted]
2.
3.
4.
5.

B. Statement of Requirements

6. The Statement of Requirements detailed and agreed to in the Macropod Management contract signed 3/6/2020 by [redacted] applies to this work order.

D. Selection Criteria

The Supplier must provide a written response demonstrating their capacity to provide and/or meet these key criteria:

Criteria 1: Capacity

1. Please detail your capacity to meet program objectives at specified locations within a timeframe negotiated with PCS. PCS preferred dates, sites and indicative numbers are detailed below:

Table 1 – 2023 All sites and numbers

Kangaroo Management Unit	Target Number
[redacted]	360
	520
	111
	51
TOTAL	1042

Note – PCS staff shooters will contribute to achieving cull targets above

Table 2 – Preferred dates and team requirements

Preferred dates	Number of teams	Number of team nights
12 June – 16 June	[redacted]	[redacted]
26 June – 30 June		
10 July – 14 July		
TOTAL		

Table 3 – Summary of requirements

Total number of operational nights	[redacted]
Total number of individual team nights	

2. Please indicate your capacity to allow for one or more working days (daylight hours) prior to commencing shooting operations, for site familiarisation, meeting with key staff and detailed discussion on operational matters.

   Due to potential for unforeseen circumstances, dates and locations may change. PCS will provide immediate notification if changes are required and work with Suppliers to identify mutually agreeable alternatives.

Criteria 3: Approach

Please provide an overview of the intended operational approach by providing the following documents

i. Operational Plan
ii. Risk Management Plan/ Risk assessment with reference to Covid-19
iii. Relevant JSA and MSDS
iv. Current liability Insurance with shooters listed

Criteria 2: Authorisation, licenses, and permits

Please provide copies of Ground Service team members:

i. Firearms license
ii. Driver's license (if applicable)
iii. Suppressor permits ACT and NSW
iv. PCS issued shooter authorisations

Criteria 3: Resources

Please indicate your ability to meet the below resourcing requirements

1. Shooting teams (Ground services teams) comprising [redacted] as outlined in table three.

2. On-ground Service Team Drivers must have current licences and be experienced in safely and efficiently operating ATV and 4WD vehicles.
3. The Contractor must as a minimum possess the following registered and insured vehicles:
   i. [redacted]
   ii.
   iii.
4. The Contractor must as a minimum possess suitable equipment to provide the Services, including but not limited to:
   i. [redacted]

ii. [redacted]
iii.
iv.
v.
vi.
vii.
viii.
ix.

Note: Communications equipment, in the form of government radios, will be supplied to the Contractor by the EPSDD Incident Controller during operations as required.

E. Contract Specifics

This work contract is estimated to involve [redacted] **individual team nights** (based on one shooting team of [redacted]. This may be subject to change if targets are achieved sooner than anticipated or the number of operational nights is restricted by weather conditions.

As negotiated with PCS the preferred dates and team composition are:

Preferred dates	Number of teams	Number of team nights
12 June – 16 June	[redacted]	[redacted]
26 June – 30 June		
10 July – 14 July		
TOTAL		

Hourly rates already submitted for the Animal Population Management Services in the ACT, Panel Deed [redacted] may be varied through negotiation and at the discretion of PCS following conclusion of the payment schedule in year three of the Deed.

Please confirm that your all-inclusive nightly rate (GST Exclusive), based on [redacted] shifts, including travel and all other expenses is in accordance with the pricing schedule contract signed by your representative on 3 June 2020. PCS estimates a requirement of [redacted] individual team nights to achieve desired program outcomes in [redacted] operational nights. Due to a range of variables actual operational nights may vary from expected. Under this contract PCS will pay for actual operational nights only.

Please note that the following costs are additional to the Nightly Rate below:

[redacted]

All INCLUSIVE NIGHTLY RATE PER EACH OPERATIONAL TEAM BASED ON AN ESTIMATED 10 NIGHTS: [redacted]

To respond to this Draft Work Order, please provide your written response to the Selection Criteria, your all-inclusive fixed rate contract price above, and your signature and date below.

[redacted]

29/05/2023

Signature/s of authorised representative/s for the Supplier — Date

Work Order – Issued under and subject to the terms of Contract Macropod Management with [redacted] May 2023

Issue date: 7 June 2023
Issued to: [redacted]

1.	**Requesting Directorate/ Agency:**	Environment, Planning and Sustainable Development Directorate		
2.	**Supplier name:**	[redacted]		
3.	**Term of Work Order:**	12 June – 31 July 2023		
4.	**Services:** *See clauses 1.1 and 2 of the Deed*	**Item**	**Details of Services**	**Timeframe for completion**
		1.	Conduct daylight site reconnaissance of new sites prior to commencing operations, undertake pre-operational briefings. Supplier's shooters to complete ACT Shooter Proficiency Testing, provide evidence of firearms licenses and suppressor permits	Prior to commencing culling operations on 12 June 2023
		2.	Deliver professional shooting services to cull eastern grey kangaroos (kangaroos), as detailed in draft work order 2023 Conservation Cull of Eastern Grey Kangaroos *Macropus giganteus* issued to [redacted] May 2021, and Macropod Management Services contract June 2020.	An estimated [redacted] individual team nights to achieve desired program outcomes between 12 June – 31 July 2023
		3.	Participate in post-operational debriefs, and/or after-action reviews, as required and at conclusion of final period of operations.	During and following operations.

			Provision of a written program summary no later than fourteen (14) days following the completion of operations.	On completion of operations.
5.	**Contract Price:** *See clauses 1.1 and 7 of the Deed*	**PCS will pay a nightly rate of [redacted] GST ex) per individual team.** It is estimated that [redacted] nights will be required to complete this program totalling an estimated [redacted] The final amount payable will be based on actual operational nights not estimated and so may differ from the total figure listed in this table. [redacted] and will be calculated and invoiced separately at conclusion of the cull		
6.	**Disbursements:** *See clause 7 of the Deed*	Except if otherwise stated in the Deed or this Work Order, the Contract Price is inclusive of all disbursements, including out-of-pocket expenses incurred by the Supplier.		
7.	**Invoicing arrangements:** *See clause 7 of the Deed*	The Contract Price is payable within 30 days of receipt by the Territory of an Invoice. Invoices may only be rendered in accordance with the following: No. / When Invoice may be rendered 1 / Completion of successful shooting services 2 / Provision of a written report following conclusion of operations. OR: The Contract Price is payable as a lump sum in arrears. An Invoice may only be rendered following competition of the Services.		
8.	**Territory Information** *See clauses 1.1 and 10 of the Deed*	As defined in the Deed. The Territory requires the Supplier to keep confidential all information related to documents which the Territory will be providing to the Supplier under this Work Order, in addition to what is already set out in the definition of Territory Information or in the deed.		

Requesting Officer:

Name: [redacted] Signature [redacted] Date: 7/06/2023

Position: Overabundant Coordinator Wilc Ph: [redacted] Email: [redacted]@act.gov.au

This form must be signed by an authorised officer of the Supplier and returned to the Territory Contract Officer by date negotiated between the Supplier and Requesting Officer.

Supplier: [redacted]

Nam[redacted] Signature [redacted] Date: 7/6/23

Position: [redacted] Ph: [redacted] Email: [redacted]

If the Supplier is selected as the preferred supplier to provide the Services, the Supplier may not commence this work until this form has been signed by the Territory's approving delegate and returned to the Supplier, at which stage the Draft Work Order becomes a final Work Order and, together with the Deed, forms the parties' contract for the Services.

Territory's approving delegate: [redacted]

Name [redacted] Signature: [redacted] Date: 7/06/23

[redacted] Email: [redacted]@act.gov.au

Notes:
No contractual arrangement arises until the Supplier and the Territory's approving delegate have signed this Work Order. In addition to the matters set out in this Work Order, the provision of Services is subject to and must be read with the Deed. Any prices quoted by the Supplier in this Work Order must not exceed those set out in, or calculated in accordance with, the Pricing Information at Attachment 2 of the Deed (if any).