



**Yarra City Council**

**Annual Procurement Plan 2021 - 2022**

**July 2021**

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## Introduction

Yarra City Council's Annual Procurement Plan 2020-2021 (APP) provides potential vendors with an indication of likely procurements and also enables the Procurement Branch to manage the delivery of all necessary tenders for the 2020-2021 financial year.

We recognize providing early advice regarding upcoming procurement opportunities is beneficial for businesses in Victoria, particularly small and medium size businesses.

The APP is a planning document. It is appropriate for information contained in Council's APP to change in order to remain current with its procurement needs. The APP will be updated quarterly to maintain its currency as the year progresses.

Activities listed does not represent a solicitation or constitute a request for a proposal, nor does it commit Council to purchase the described goods, services or works.

Yarra City Council continues to look for marketplace solutions that are innovative, provide value for money, and contribute to actual business improvements for Council over the life of the contract.

For further information on any of the procurement opportunities in this plan, please contact:

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## Building & Asset Management

Title	Description	Proposed tender date	Contract expiry (If applicable)	Status	Procurement Contact
Public Toilet Otter St Park	Supply and install of an automated toilet	Aug 2021			
Richmond Recreation Centre - Building Works and HVAC	Construction of new roof section, mezzanine floor, office space, family change room and HVAC system	Feb 2022			
Collingwood Library – Remediation Works	Roof repairs and other remediation works	Dec 2021			
Carlton Hall – Toilets and Compliance Works	Construction of toilets and accessibility compliance works	Oct 2021			
Collingwood Town Hall - Rendering and Remediation Works	Rendering and associated crack repairs and remediation works	Jan 2022			
Fitzroy Town Hall – Remediation & Energy Efficiency Works	Structural remediation, thermal efficiency works and mechanical plant improvements	Oct 2021			
Richmond Town Hall – Remediation Works	Roof repairs, rendering and associated remediations works	Mar 2022			
Public Toilets Edinburgh Gardens North – Upgrade	Extend northern toilet block and renovate existing facility	July 2021			
Public Toilets Edinburgh Gardens South – New Annex	Construct a new public toilet annex to Alfred Crescent Pavilion	July 2021			
Dights Mill – Platform and Ramp Works	Demolition of current non-compliant viewing platforms	August 2021			

Title	Description	Proposed tender date	Contract expiry (If applicable)	Status	Procurement Contact
	and construction of new ramp and platform				
Fitzroy Town Hall – Ceiling Repairs (Stage 2)	Internal ceiling crack repairs and remediation works	October 2021			
Building Services Engineering Services	Building Services Engineering Design and Consultancy Services – Panel contract	Nov 2021			
C1579 Security Access, Monitoring and Response Services (T01170 part replacement)	Supply of security access and monitoring systems and monitoring and response services	July 2021	30/6/2021		
C1580 Locksmith Services (T01170 part replacement)	Supply of locksmith services and key management system	July 2021	30/6/2021		
Operation and Maintenance of Council's Building Management Systems (C1409 replacement)	Maintenance and supply of building management systems	Aug 2021	17/9/2021		
Building Cleaning Service – Leisure Centre Buildings (C1420 replacement)	Cleaning services for four Council Leisure sites	Feb 2022	30/4/2022		
Mechanical Plant Maintenance – Aquatic Centres (C1437 replacement)	Maintenance and supply of aquatic plant and consumables	April 2021	30/6/2022		
Quantity Surveyor Services (T01032 replacement)	Quantity surveyor and cost estimation services – panel contract	Sep 2021	Expired		
Fire Systems Maintenance Services (T01292 replacement)	Maintenance of fire systems	Sep 2021	2 Jan 2022		
Automatic Opening Doors Maintenance Services (T01299 replacement)	Maintenance of automatic opening doors	Oct 2021	31 Jan 2022		

Title	Description	Proposed tender date	Contract expiry (If applicable)	Status	Procurement Contact
Asset Management Consultancy & Related Services (T01335 replacement)	Asset Management consultancy services – panel contract	April 2022	25 June 2022		
Structural Engineering Professional Services (T01336 replacement)	Structural engineering services – panel contract	March 2022	28 May 2022		

## City Works

Title	Description	Proposed tender date	Contract expiry (If applicable)	Status	Procurement Contact
Supply and Transportation of Waste Skips	Supply of hard and green waste skips for City Works operations. This includes supporting the Open Space Maintenance contract located at the Burnley St Depot.	July/August 2021	9 October 2024.		
Provision of Arboriculture and Plant Supply Services Panel.	Panel required to avoid non-compliance with supplier spending thresholds.	August 2021	n/a		
Arboriculture, Ecological, Water Quality, Urban Agriculture & Playground Consultants Panel	Panel required to avoid non-compliance with supplier spending thresholds.	November 2021	n/a		
Biennial Tree pruning, maintenance and removal.	Centralised around Electric line clearance obligations for Energy Safe Victoria. This contract inspects and maintains all council street tree for clearances around powerlines, councils Road	October 2021	Nov, 2022 but would like to bring back in line with financial year to expire June 30, 2022		

Title	Description	Proposed tender date	Contract expiry (If applicable)	Status	Procurement Contact
	Management Plan and other specified clearances.				
Apprenticeships (final name TBA)	Apprenticeship programs for Cleansing, Horticulture & Road Maintenance	July 2021			
Collection & Recycling of Mattresses	Pick up and recycling of mattresses collected as part of Hard Waste Service and dumped rubbish from City Works Depot.	July/August 2021	9 October 2024.		
Fabrication & Delivery of Street Litter Bin Cages	Fabrication of stainless steel Street Litter Bin Cages for shopping strips. Includes parks.	July/August 2021	9 October 2024.		
Structural Relining of Stormwater drain and Associated works	Appoint contractors to a panel - to undertake structural relining of stormwater drains and CCTV inspection.	November 2021	Current contract T01338 – expire 30 <sup>th</sup> June 2022.		
Civil Design Services and Traffic Data Collection Services	Civil design and Traffic data collection services to support council's delivery teams	November 2021	Current contract T01315 – expire 30 <sup>th</sup> June 2022		
Station Street Bluestone Channel works.	Civil Works	To be Advised			
Holden Street Drainage Upgrade Construction	Drainage upgrade works	To be awarded in first quarter of FY21-22			
Development of Drainage and Stormwater Management frame works and associated documentation	The completion of a number of priority actions in IWMP that can be packaged up in to one tender	To be completed in FY21-22, date TBC			
Transport Consultant Panel	New panel (3 years + possible 2 year extension)	Q1 21/22			

## Statutory Planning

Title	Description	Proposed tender date	Contract expiry (If applicable)	Status	Procurement Contact
Environmentally Sustainable Development (ESD) Advisors/Experts - Panel	Panel of ESD experts to be used as required for referral and expert evidence purposes	TBD			

## Information Services

Title	Description	Proposed Tender Date	Contract Expiry Date (If applicable)	Status	Procurement Contact
Workforce Management	Tender process, Employee lifecycle management system	TBA - 2022			
OHSM System	Procurement of an OHS Management System	TBC			
Data Centre (Infrastructure)	Technology Infrastructure Data Centre	Oct/Nov 2021			
Trapeze	Tender, PDF Editing Tool	Feb/March 22			
KOFAX	Tender, Scanning Solution	Feb/March 22			
Contact Centre	Call centre software, to support transition of call centre to teams.	August/September 21			
Desk Booking System	Operational desk booking system to support hot desking, contact tracing.	July/August 21			
Policy Library	Information Services policy library refresh	July/Aug 21			



Replacement of Forecaster Modules/ Project Management	Tender process, capital project management, long term capital planning and project management.	TBC 2022			
Customer Relations Management System	End of contract tender for CRM	21/22 FY			
3D Model	Platform, software enhancement of the council's 3D model	TBC Sep 2022			
Data warehouse Solution	Data Warehouse Software Solution	21/22 FY			
Business intelligence and Analytics self-service portal	Internal/External data self-service portal and related software	21/22 FY			
ERP solution	Replacement or transition of ERP solution to SaaS	21/22 FY			

## People and Culture

Title	Description	Proposed tender date	Contract expiry (If applicable)	Status	Procurement Contact
Provision of Recruitment Services System	Administrative system for recruitment services	TBD			

## Customer Service

Title	Description	Proposed tender date	Contract expiry (If applicable)	Status	Procurement Contact
Provision of Offsite Record Storage Services	Physical file holdings	Sep 2021	22 Nov 2021		

## Sustainability

Title	Description	Proposed tender date	Contract expiry (If applicable)	Status	Procurement Contact
Environmental Data Management System	Provider of software and services to enable Council to continue to collect, manage and report on Council utility spend and environmental performance	TBD			

## Venues and Events

Title	Description	Proposed tender date	Contract expiry (If applicable)	Status	Procurement Contact
C1428: Provision of Catering Services	Panel of caterers for provision of staff and civic catering orders	1/10/2021	31/01/2022		

## Infrastructure, Traffic and Civil Engineering

	Title	Description	Proposed tender date	Contract expiry (If applicable)	Status	Procurement Contact
	Structural Relining of Stormwater drain and Associated works	Appoint contractors to a panel - to undertake structural relining of stormwater drains and CCTV inspection.	November 2021	Current contract T01338 – expire 30 <sup>th</sup> June 2022.		
	Civil Design Services and Traffic Data Collection Services	Civil design and Traffic data collection services to support council's delivery teams	November 2021	Current contract T01315 – expire 30 <sup>th</sup> June 2022.		
	Station Street Bluestone Channel works.	Civil Works	To be advised			
	Holden Street Drainage Upgrade Construction	Drainage upgrade works	To be awarded in first quarter of FY21-22			
	Development of Drainage and Stormwater Management frame works and associated documentation	The completion of a number of priority actions in IWMP that can be packaged up in to one tender	To be completed in FY21-22, date TBC			
	Transport Consultant Panel	New panel (3 years + possible 2 year extension)	Q1 21/22			

## City Strategy

Title	Description	Proposed tender date	Contract expiry (If applicable)	Status	Procurement Contact
Edinburgh Gardens Skate Park Renewal	Renew skate facilities at the Edinburgh Gardens- Select tender for Construction	July 2021			
Cambridge Street Reserve Expansion	Construction works to realise expansion of Cambridge Street Reserve. Budget approx. \$1.2M.	Dec 21– Jan 2022 (Dependent on Road Discontinuance Process)			
New Otter Street Park	Construction works to realise new Otter Street Park. Budget approx. \$870K	March 2022 (Dependent on Road Discontinuance Process)			
Alphington Park Playspace- Multi-play tower	Design & Construction of Multi-play tower within Alphington Park Play space. Projected cost may exceed \$150K. Specialist Suppliers are not on OS Contractors panel.	July- August 2021			
Linear Park MasterPlan	Engagement of Consultant team to complete Masterplan. Fees likely to exceed \$150K (over two years). Preferred Consultant team may be led by OS Consultant panel members. (Unsure/confirm if Procurement assistance is needed)	August 2021			
Stephenson Reserve Expansion and Upgrade	Civil and landscape works to the value of \$350K	October 2021			

	Title	Description	Proposed tender date	Contract expiry (If applicable)	Status	Procurement Contact
	Pocket Park Expansion cnr Gwynne and Stephenson Street, Cremorne	Civil and landscape works to the value of \$250K	October 2021			

## Childrens Services

	Title	Description	Proposed tender date	Contract expiry (If applicable)	Status	Procurement Contact
	Children's Services Food	- Food supplies to all children's services		30/11/21		
	Children's Services Resources	- Materials and resources for all children's services		30/11/21		
	New Software Development for Central Registration System	New software database with required technical capacity functions.	30/09/21			
	Childcare Management System	QK has improved its software platform and the contract amount will need to be amended to include the added features and their costs.	30/9/21			

## Aged Services

Title	Description	Proposed tender date	Contract expiry (If applicable)	Status	Procurement Contact
Supply of Menu Items for Food Services	<p>The Supply of Menu Items for Food Services under the parameters of the Commonwealth Home Support Programme (CHSP) and Victorian Home and Community Care Program for Younger People (HACCPYP).</p> <p>The meal/food items delivered include: soup, main meal, vegetables and desserts.</p> <p>The meal/food items deliveries are available in bulk or individual serves</p>	Feb – Mar 2022	N/A	<p>Not Started</p> <p>Currently seeking ministerial exemption to extend current Contract T00738 to 9/10/2022</p>	
Home Care Services Home Maintenance Services	Services to support older people and people with disability live at home independently. This includes domestic assistance; respite care; personal care; home maintenance	Subject to Council decisions – June 2022	TBA	Not started. Incorporated in reform decisions.	