

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Prime Minister and Cabinet Portfolio

Department of the Prime Minister and Cabinet

Budget Estimates Hearing 24 May-3rd June 2010

Question: PM72a-c

Topic: General Contract Questions

Type of Question: Written

Date set by the committee for the return of answer: 9 July 2010

Number of pages: 5

72a - In relation to PM&C Contract Notice Views:

-CN266357 from 1 Feb 2010 to 26 Feb 2010 in the sum of \$28,384.40 with Network Printing Studios for the 'printing of report';

-CN261309 from 22 January 2010 to 22 January 2010 in the sum of \$25,979.80 with RTM Pty Ltd for 'report printing'; and

-CN266373 from 15 March 2010 to 15 March 2010 in the sum of \$57,674.99 with Cre8tive Australasia for 'design and printing'.

what was the printed document in question related to each of these contracts, and how many hardcopies of each document were produced?

72b - In relation to PM&C Contract Notice View CN258726 dated 18 Dec 2009 to 17 Dec 2014 in the sum of \$222,550 with Design 5 Architects Pty Ltd for 'conservation advice, property works program and management - The Lodge and Kirribilli House', can you provide the particulars involved with this contract, including an itemised list of services to be supplied in which location and according to which timetable?

72c - In relation to Contract Notice View CN263858 in the sum of \$48,543 for a 'Cafe Upgrade Works' with Monaro Interiors, can a detailed list of all works undertaken under this contract be provided?

Answer:

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72a - In relation to PM&C Contract Notice View CN266357 from 1 Feb 2010 to 26 Feb 2010 in the sum of \$28,384.40 with Network Printing Studios for the 'printing of report' what was the printed document in question related to each of these contracts, and how many hardcopies of each document were produced?

This contract was for the design and printing of the *National Partnership Agreement to Deliver a Seamless National Economy: Report on Performance 2008–09* for the COAG Reform Council. 250 copies of the report were printed.

72a - In relation to PM&C Contract Notice View CN261309 from 22 January 2010 to 22 January 2010 in the sum of \$25,979.80 with RTM Pty Ltd for 'report printing' what was the printed document in question related to each of these contracts, and how many hardcopies of each document were produced?

This contract was for the printing of the *Social Inclusion Board Report*. 1,500 copies of the Report were printed.

72a - In relation to PM&C Contract Notice View CN266373 from 15 March 2010 to 15 March 2010 in the sum of \$57,674.99 with Cre8tive Australasia for 'design and printing' what was the printed document in question related to each of these contracts, and how many hardcopies of each document were produced?

This contract was for the design and printing of the *National Statement on Social Inclusion*. The design component of the contract was at a cost of \$12,996.50 while the print component was at a cost of \$44,678.49. In all, 2,100 copies of the report were printed and 5,000 copies of an associated brochure.

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72b - In relation to PM&C Contract Notice View CN258726 dated 18 Dec 2009 to 17 Dec 2014 in the sum of \$222,550 with Design 5 Architects Pty Ltd for 'conservation advice, property works program and management - The Lodge and Kirribilli House', can you provide the particulars involved with this contract, including an itemised list of services.

Consistent with well established practice, the Department has engaged expert advice to assist it meet its responsibility to maintain the official establishments (i.e. The Lodge and Kirribilli House) and comply with relevant legislation such as the heritage provisions of the Environment Protection and Biodiversity Conservation Act 1999. The contract with Design 5 will assist the Department to meet these obligations by requiring the following work in relation to both properties:

1. Provide strategic conservation and property management services, including, but not limited to:
 - (a) strategic-level advice on the planning, development and management of heritage issues;
 - (b) updated Conservation Management Plans for each property including grounds and gardens, including detailed condition assessment;
 - (c) a strategic plan identifying heritage, conservation, restoration, refurbishment and energy efficiency priorities for the next ten years;
 - (d) a comprehensive ten year maintenance and works program for each property including estimates of cost of each component; and
 - (e) project and planning advice against the Conservation Management Plans, on conservation, restoration and refurbishment projects undertaken

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2. Provide ad hoc project planning and project advice, including, but not limited to:
- (a) design of works to be undertaken;
 - (b) assist in the development of associated tender documents;
 - (c) call for tenders and report on tenders received;
 - (d) co-ordinate sub-consultants (eg structural, civil, mechanical and electrical, hydraulic, quantity surveyor)
 - (e) obtain approvals from relevant authorities such as the Australian Heritage Council and the National Capital Authority;
 - (f) project management, including the coordination of tradespeople, interior design consultants and suppliers;
 - (g) consult with all relevant parties including the Official Establishments Trust.

It is anticipated that the Conservation Management Plans, strategic plans and ten year maintenance and works programs will be completed by the end of December 2010 (requirements 1(b), 1(c) and 1(d) above). The remainder of the services will be provided on an as required basis over the period of the contract.

72c - In relation to Contract Notice View CN263858 in the sum of \$48,543 for a 'Cafe Upgrade Works' with Monaro Interiors, can a detailed list of all works undertaken under this contract be provided?

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The contract notice view CN263858 relates to the engagement of Monaro Interiors to provide additional functionality for the cafe area on the ground floor of the department's office building at 1 National Circuit, Barton. The cafe infrastructure at 1 National Circuit is part of the department's fitout of the building with the cafe provider operating the cafe under licence. The original cafe area had limited counter space and inadequate storage to meet the volume of traffic. The following works were carried out to address these functionality issues:

1. the extension of the counter to match existing finishes;
2. the construction of a store room adjacent to the new cool room; and
3. construction works to cafe to enable the installation of a cool room adjacent to the existing kitchen.

Extending the counter provided space for an additional coffee machine which was provided by the cafe operator. The installation of a cool room and store room has helped to alleviate storage problems.