



# Industry Briefing

HUME REPOSITORY

NORTHERN EXTENSION PROJECT

Lou Murrell | Project Director | 5 July 2024

The National Library of Australia acknowledges Australia's First Nations Peoples—the First Australians—as the Traditional Owners and Custodians of this land and gives respect to the Elders—past and present—and through them to all Australian Aboriginal and Torres Strait Islander people.

# Agenda

- Welcome and Introductions
- Probity Brief
- Project Overview
- Tender Documentation
- Site Inspection



## Safety Briefing

- Emergency Exits
- Evacuation Points
- Rest Rooms
- Photography
- Copies of Presentation

## National Library of Australia - Project Team

| Team Member                               | Role / Position                |
|---|--------------------------------|
| Minister for the Arts, The Hon Tony Burke | Financial Delegate             |
| Dr Marie-Louise Ayres, FAHA               | Director General               |
| Lou Murrell                               | Project Lead / Director        |
| Paul O'Kane                               | Procurement Advisor            |
| Brian Ambler                              | Probity Advisor (HWL Ebsworth) |
| Nikki Ordanic                             | Tender Evaluation Committee    |
| Michael Howard                            | Tender Evaluation Committee    |
| Warwick Bartlett                          | Director Facilities & Security |



# Technical Advisors

| Company               | Role                                    |
|-----------------------|---|
| GHD                   | Architecture                            |
|                       | Structural                              |
|                       | Electrical, Communications and Dry Fire |
|                       | Hydraulic and Civil                     |
|                       |   |
| Ryder Levett Bucknall | Quantity Surveyor                       |
|                       |   |



# Probity Briefing

## Probity Briefing

- All industry briefings are conducted for the purpose of providing background information only.
- The Tenderer must not in any way rely upon any industry briefing for the purposes of preparing, amending or negotiating its Tender or entry into a contract with the Library.



## Probity Briefing

- The National Library of Australia (the Library), as for all Government agencies, is conducting this procurement that focuses on achieving the best Value for Money (VFM) outcome and in a way that meets the highest standards of probity.
- At this stage of the procurement, probity issues are often about 'information management'. Accordingly, the Library is committed to ensuring that you all have a fair and equitable opportunity to access to the same, consistent information in a way that enables you to complete and lodge a Value for Money submission in a fair manner.



## Probity Briefing

- To manage that:
  - There is a single point of contact – the Contact Officer described in the RFT Tender Particulars is – **Lou Murrell, Project Director**
  - All enquiries or questions or other communications arising out of the RFT must be directed to, and only to, the Contact Officer through the Library's tenderbox ([tenderbox@nla.gov.au](mailto:tenderbox@nla.gov.au))
  - During this briefing and during any question-and-answer opportunities, direct your question to the presenter only – please do not 'corral' other Project team or Advisors.
  - No 'one-on-one' conversations. This helps avoid the risk of you obtaining incomplete or inaccurate information, as well as avoiding unfairness to others who don't get the additional information.



## Probity Briefing

In most cases, questions will be taken on notice and a reply distributed to all Tenderers in writing through an Addendum and made available to all Tenderers.



# Project Overview



## Background – National Library of Australia

- The Library is one of several agencies within the Department of Infrastructure, Transport, Regional Development, Communications and the Arts portfolio.
- The Library's role, as defined by the National Library Act 1960, is to ensure that documentary resources of national significance relating to Australia and the Australian people, as well as significant non-Australian library materials, are collected, preserved and made accessible.



## Project Overview – Hume Repository Northern Extension

### Purpose:

- Deliver a modular extension at the Northern End of the Library owned Hume Repository.
- Provide a permanent physical collection storage capacity for 18 linear kilometers of the Library's collection material currently housed at the National Archives of Australia facility at Mitchell.
- Extension will be completed by mid-2025 and house 18LKM high rise, static shelving.
- Build and operations will be environmentally sustainable with low carbon footprint (as is the current repository) and lower cost operations.



## Project Overview – Hume Repository Northern Extension

### Background (how we got here):

- In 2021, the Library undertook a process to investigate a number of options to address its lack of post-2025 storage solutions.
- The recommended option was a government funded extension to the Library owned repository here at Hume.
- GHD were originally engaged in late 2021 to commence planning and design options for a number of extension options including options to extend the northern end, southern and/or both.
- Funding for the extension to the northern end of the repository was granted by the federal government in the May 2023 budget process.



## Project Scope

- Design and approvals process.
- Procurement for vendor to supply, deliver and install 18LKM high-rise cased static shelving.
- Procurement of stockpicker / orderpicker machines and wire guided system.
- Procurement for principal / head works contractor to construct extension module.
- Procurement of solar panels and onsite battery solution (subject to funding).
- Relocate 18LKM of collection material from the NAA facility by 31 January 2026.
- Defect management, post project review and benefits realisation.



## Site Security / Access

- Security Clearances are not required; however, police checks will need to have been undertaken for all individuals prior to their commencement on site.
- Applicable to all contractors and/or subcontractors.



# Nominated Sub-Contractors

| Role               | Company Name |
|--------------------|--------------|
| High-Rise Shelving | TBC          |
| Wire Guided System | TBC          |

## Program Details

| Program Activity                                    | Anticipated Timeframe / Dates              |
|---|--|
| ATM Close Date & Time                               | <i>11:59pm Sunday, 21 July 2024</i>        |
| Contract Award Date                                 | <i>30 August 2024</i>                      |
| Contractor Start-up<br>(Pre-Site access activities) | <i>01 September 2024</i>                   |
| Construction Activities on Site                     | <i>September 2024</i>                      |
| Completion  | <i>30 June 2025</i>                        |
| Defects Liability Period                            | <i>12 months from practical completion</i> |
|   |  |



# Tender Documentation



## Overview

- Tender Documents
- Information Documents
- Conforming Tender
- Non-conforming Tender
- Administrative arrangements
- Evaluation Criteria
- Tender Schedules



# Tender Structure

|   |  |
|---|--|
| Part A – Overview & Requirements        |  |
| Part B – Evaluation of Tenders          |  |
| Part C – Requirements of Tenders        |  |
| Part D – Terms and Conditions of Tender |  |
| Schedule 1 – Statement of Requirement   |  |
| Schedule 2 – Tender Schedules           |  |
| Schedule 3 – Tender Schedules           |  |
|   | 3.1 – Compliance declaration (Aust. Government Building / Construction WHS Accreditation Scheme) |
|   | 3.2 – Additional conditions for participation / Essential requirements                           |
|   | 3.3 – Understanding of and approach to services required   |
|   | 3.4 – Knowledge, expertise, responsiveness, reliability, experience                              |
|   | 3.5 – Experience and qualifications of key personnel   |
|   | 3.6 – Strategic Fit  |
|   | 3.7 – Tenderer’s compliance with draft contract  |
|   | 3.8 – Value added services   |
|   | 3.9 – Indigenous Procurement Policy  |
|   | 3.10 - Due diligence – Corporate Capability  |
| Schedule 4 – Price Schedule             |  |
| Schedule 5 – Draft Contract             |  |



# Conforming Tender

In accordance with Part C, Tender must be lodged

via email to: [tenderbox@nla.gov.au](mailto:tenderbox@nla.gov.au)  
and contain:  
**Tender No - RFT # C003018**  
**Tenderer's Name &**  
**Library Contact Officer – Lou Murrell**

**Before the ATM Close Date and ATM Close Time:**  
**11:59pm (ACT local time) on Sunday 21 July 2024**

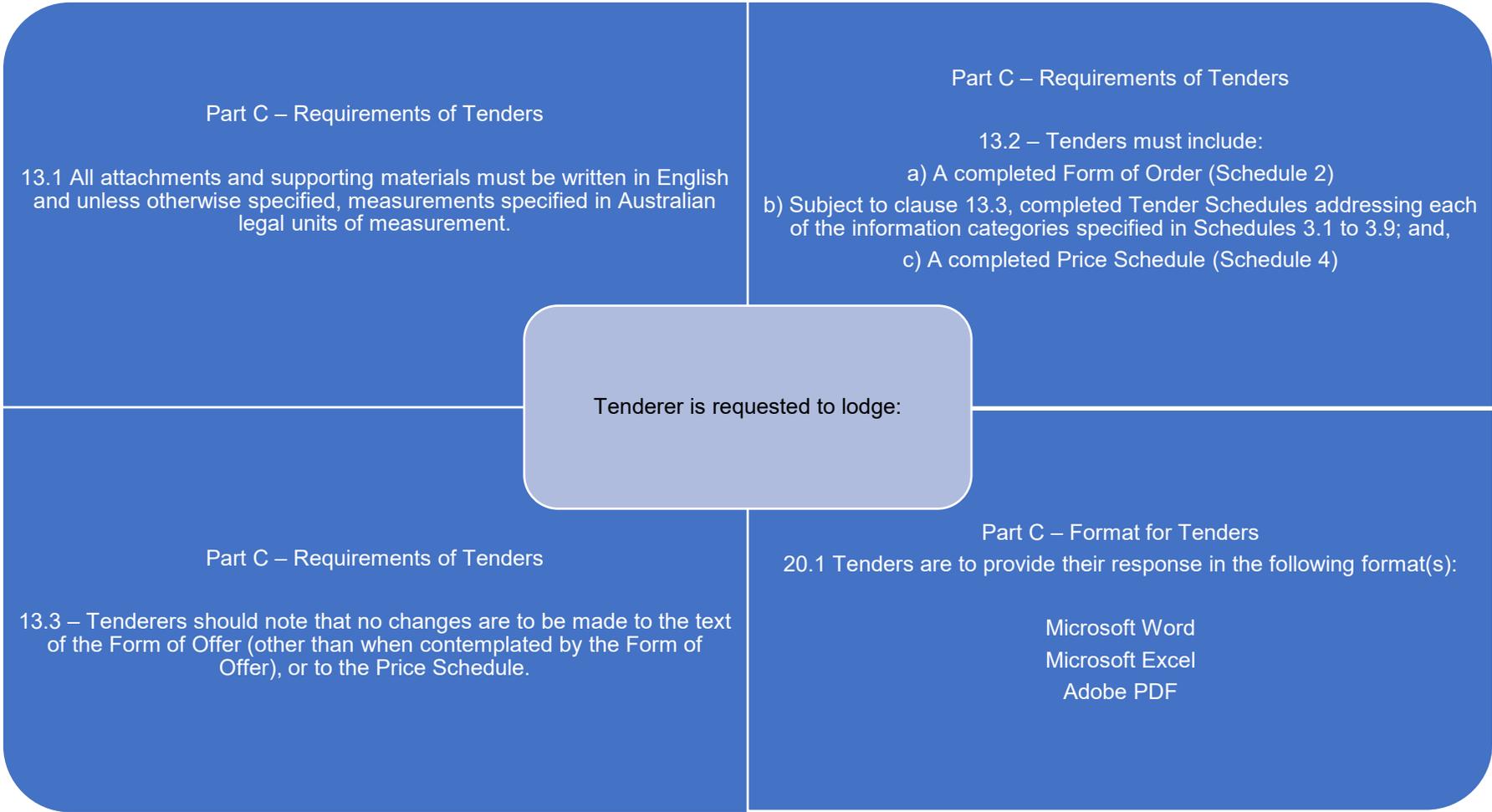


# Non-Conforming Tender

| Non-confirming Tender   | Exception  |
|---|--|
| <p>Not properly lodged: the Tender will be non-confirming and will not be evaluated (or continue to be evaluated) if the Tender is not lodged in accordance with Part C by the ATM Close Date and ATM Close Time.</p> | <p>The Tender was not lodged by the ATM Close Date and ATM Close Time solely due to mishandling by the Library.</p>  |
| <p>Minimum form and content: the Tender will be non-confirming and will not be evaluated (or continue to be evaluated) if the Tender does not satisfy each minimum form and content requirement.</p>                  | <p>The Library considers that the failure to satisfy the minimum form and content requirement was due to an unintentional error by the Tenderer.</p> <p>The Contact Officer will notify the Tenderer of such failure and require the Tenderer to provide a response. The Library may review and accept any correction of an unintentional error.</p> |



# Administrative Arrangements





## Evaluation Criteria

The Library will consider Tenders in two phases.

1. Initial clarification and evaluation of Tenders in accordance with the process set out in the documentation.
  
2. Following this, the Library may;
  - a) Select one (or more) Tenderers to continue to the negotiations phase; or
  - b) Commence negotiations with all Tenderers without shortlisting.



## Evaluation Criteria

Tenders will be evaluated to identify the Tender (or Tenders) that represents the best overall value for money for the Library for the Term of the Contract (including options). The Library will assess value for money by assessing:

*Part B, Clause 7.2:*

- a. The Technical worth assessment for each Tender;
- b. The Tendered pricing in relation to each Tender, as adjusted (if necessary), in accordance with clause 9.2; and
- c. The Library's assessment of the level of risk associated with each Tender.

The Tender with the best overall value for money will be the Tender that has the best intrinsic technical merit or benefit relative to its Tendered price, taking into account the level of risk to the Library of the Tender.



## Evaluation Criteria

Please pay particular attention to each schedule and ensure that all requirements are addressed in your response.

Note: neither the lowest priced Tender, nor any Tender, will necessarily be accepted by the Library.

Acceptance of the preferred Tenderer will be subject to the execution of a Contract, substantially in the form of the draft contract referred to at Schedule 5 (Draft Contract) to this RFT, between the Library and the Preferred Tenderer.



## Other Tender Conditions

Additional Conditions for participation:

- Confirmed registration and attendance at today's briefing.
- The Tenderer must include an Indigenous Participation Plan.



# Questions?

# Thank you

Lou Murrell | [tenderbox@nla.gov.au](mailto:tenderbox@nla.gov.au)

[nla.gov.au](https://nla.gov.au)

