

## REQUEST FOR QUOTATION

### QUOTATION DETAILS

<b>Quotation For:</b>	Creating Homes for Threatened Species Artificial Chainsaw Hollow & Nest Box Installation
<b>Reference:</b>	2019/RR/0027
<b>Location of Works:</b>	Various sites across Central West as described in RFQ document details
<b>Issue Date:</b>	Thursday 25 February 2021
<b>Start Date for Works:</b>	Thursday 25 March 2021
<b>Completion Date for Works:</b>	Friday 28 May 2021

### SUBMISSION DETAILS

<b>Quotation to be Submitted Via Email to:</b>	mick@neophemaenvironmental.com
<b>Contact Person:</b>	Mick Callan
<b>Phone:</b>	0438 580 342
<b>Closing Date:</b>	Thursday 18 March 2021
<b>Closing Time:</b>	5:00 pm

### PROJECT BACKGROUND

Creating Homes for Threatened Species is a project that is being delivered by Central West Councils Environment & Waterways Alliance, in partnership with Orana Joint Organisation of Councils, to create 400 chainsaw hollows and install 50 nest boxes for threatened species across the Alliance region. The project has received funding from the NSW Environmental Trust. The project will be conducted across multiple project sites within 17 Local Government Areas.

In order to ensure that the project is delivered to an exceptional standard, and within the required timeframes, the Alliance is seeking quotations from arborists who can demonstrate experience in the installation of chainsaw hollows, ability to deliver projects on time and within budget, and who are able to provide appropriate records of works conducted.

This project will form the basis of an ongoing research trial. In order to secure reliable, repeatable and scientifically robust data on the project, it is essential that all chainsaw hollow and nest box installations will be conducted within the specifications scheduled within this RFQ document and associated information provided.



## CONDITIONS

1. Quotations must be received electronically by 5:00pm on Thursday 18 March 2021 to be considered for assessment. No late quotations will be assessed.
2. Quotations will be assessed in accordance with the Assessment Criteria of this RFQ document.
3. There is no obligation for the Environment & Waterways Alliance to accept the lowest quotation, or any quotation.
4. As part of the RFQ process, contractors are required to provide copies of certificates of currency for relevant insurance policies including Public Liability, Personal Indemnity and Workers Compensation.
5. As outlined below, this quotation has been divided into three separate components. Each component of the quotation represents a selection of project sites and target species that are grouped geographically. Quotations may be submitted for all three components, a combination of any two components, or a single component.
6. By lodging a quotation you are accepting the conditions of this RFQ and agree to completing all works within the designated specifications and timeframes.
7. It is expected that a representative of the successful contractor/s will be available to attend a meeting of the Environment & Waterways Alliance in Mudgee in April. Full details will be provided to the successful contractor. Your quotation should include your costs for travel, attendance for 1 hour at the meeting, and any preparation time to provide a brief (maximum 15 minute) presentation to the meeting. This should also be seen as an opportunity to promote your works and business to a large audience of potential customers.

## SCOPE OF WORKS

Central West Councils Environment & Waterways Alliance is seeking qualified arborists with demonstrated experience in implementing artificial chainsaw hollows for arboreal hollow dependent wildlife. This project has been funded by the NSW Environmental Trust and as such, has definitive criteria for works, as well as set timeframes for delivery without room for negotiation.

In order to ensure that the project can be delivered successfully within the required timeframes, the larger project has been divided into three separate components, all of which will be considered as separate projects for the purpose of the quotation process.

### Target species for hollow installation

A full list of hollow specifications for the project will be provided to the successful contractors, with examples of the species fact sheets/specifications included in the attachments to this RFQ. Please note that large cockatoos require very large hollows in the order of 300 mm diameter and 800 mm+ depth, with Powerful Owls requiring hollows that are up to 500 mm diameter and 600 mm depth. Budgeting for the installation of large hollows at significant height from ground level is required.



## Project Component 1: Southern Region – minimum 220 hollows

Project component 1 includes project sites within the following Local Government Areas:

- Bathurst Regional Council
- Blayney Shire Council
- Cabonne Shire Council
- Cowra Shire Council
- Forbes Shire Council
- Lachlan Shire Council
- Oberon Council
- Orange City Council
- Parkes Shire Council

### Bathurst Regional Council – 35 hollows, 10 cameras

#### WATTLE FLAT RACECOURSE

Target species: Greater Glider (*Petauroides volans*), Brown Treecreeper (*Climacteris picumnus*), and Powerful Owl (*Ninox strenua*).

#### WINBURNDALE DAM COUNCIL LAND

Target species: Gang-gang Cockatoo (*Callocephalon fimbriatum*), Glossy Black Cockatoo (*Calyptorhynchus lathami*), Brown Treecreeper (*Climacteris picumnus*), Powerful Owl (*Ninox strenua*), Eastern Pygmy Possum (*Cercartetus nanus*), Yellow-bellied Glider (*Petaurus australis*), Squirrel Glider (*Petaurus norfolcensis*), and Eastern False Pipistrelle (*Falsistrellus tasmaniensis*).

Installation of 10 remote sensing cameras.

#### PEEL OPERATIONAL LAND

Target species: Brown Treecreeper (*Climacteris picumnus*), Turquoise Parrot (*Neophema pulchella*), and Gang-gang Cockatoo (*Callocephalon fimbriatum*).

### Blayney Shire Council – 20 hollows, 10 cameras

#### LYNDHURST CEMETERY

Target species: Superb Parrot (*Polytelis swainsonii*), Squirrel Glider (*Petaurus norfolcensis*), and Brown Treecreeper (*Climacteris picumnus*).

Installation of 5 remote sensing cameras.

#### CARCOAR CEMETERY

Target species: Squirrel Glider (*Petaurus norfolcensis*), and Brown Treecreeper (*Climacteris picumnus*).

Installation of 5 remote sensing cameras.

### Cabonne Shire Council – 25 hollows

#### BOOMEY CEMETERY – WHITELY'S ROAD



Target species: Glossy Black Cockatoo (*Calyptorhynchus lathami*), Little Lorikeet (*Glossopsitta pusilla*), Superb Parrot (*Polytelis swainsonii*), Brown Treecreeper (*Climacteris picumnus*), and Greater Glider (*Petauroides volans*).

#### Cowra Shire Council – 20 hollows

##### GOSPEL OAK QUARRY

Target species: Superb Parrot (*Polytelis swainsonii*), Turquoise parrot (*Neophema pulchella*), and Brown Treecreeper (*Climacteris picumnus*).

##### LACHLAN RIVER RESERVES, COWRA

Target species: Turquoise parrot (*Neophema pulchella*), Brown Treecreeper (*Climacteris picumnus*), and Little Lorikeet (*Glossopsitta pusilla*).

#### Forbes Shire Council – 20 hollows

##### GUM SWAMP

Target species: Superb Parrot (*Polytelis swainsonii*), Turquoise Parrot (*Neophema pulchella*), Brown Treecreeper (*Climacteris picumnus*), and Little Lorikeet (*Glossopsitta pusilla*).

#### Lachlan Shire Council – 20 hollows, 10 cameras

##### CONDOBOLIN CARAVAN PARK

Target species: Major Mitchell's Cockatoo (*Lophochroa leadbeateri*), Superb Parrot (*Polytelis swainsonii*), Brown Treecreeper (*Climacteris picumnus*), Yellow-bellied Sheathail Bat (*Saccolaimus flaviventris*), and Little Pied Bat (*Chalinolobus picatus*).

Installation of 5 remote sensing cameras.

##### GUM BEND LAKE

Target species: Major Mitchell's Cockatoo (*Lophochroa leadbeateri*), Superb Parrot (*Polytelis swainsonii*), Brown Treecreeper (*Climacteris picumnus*), Yellow-bellied Sheathail Bat (*Saccolaimus flaviventris*), and Little Pied Bat (*Chalinolobus picatus*).

Installation of 5 remote sensing cameras.

#### Oberon Shire Council – 20 hollows, 5 cameras

##### ROADSIDE RESERVES: DREWES ROAD AND MEADOWS ROAD

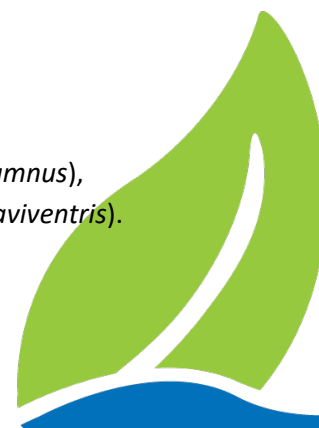
Target species: Gang-gang Cockatoo (*Callocephalon fimbriatum*), Powerful Owl (*Ninox strenua*), Yellow-bellied Glider (*Petaurus australis*), Greater Glider (*Petauroides volans*), Eastern False Pipistrelle (*Falsistrellus tasmaniensis*), and Greater Broad-nosed Bat (*Scoteanax rueppellii*).

Installation of 5 remote sensing cameras.

#### Orange City Council – 20 hollows

##### PUBLIC OPEN SPACE – NORTH ORANGE

Target species: Superb Parrot (*Polytelis swainsonii*), Brown Treecreeper (*Climacteris picumnus*), Squirrel Glider (*Petaurus norfolcensis*), and Yellow-bellied Sheathail Bat (*Saccolaimus flaviventris*).





## Parkes Shire Council – 40 hollows

### ROADSIDE RESERVES:

- EAST COOKEYS PLAINS STATE FOREST; BLACK RANGE ROAD
- SOUTH WEST WOODLAND NATURE RESERVE/BLOW CLEAR WEST STATE FOREST; MIDDLE TRUNDLE ROAD
- TRUNDLE STATE FOREST; THE VALLEY WAY
- SOUTH WEST WOODLAND NATURE RESERVE; YARRABANDAI ROAD

Target species: Superb Parrot (*Polytelis swainsonii*), Little Lorikeet (*Glossopsitta pusilla*), Brown Treecreeper (*Climacteris picumnus*), Yellow-bellied Sheath-tail Bat (*Saccolaimus flaviventris*), and Little Pied Bat (*Chalinolobus picatus*).

### Site Inductions and Special Requirements – Project Component 1: Southern Region

All of the nine Councils represented in Project Component 1: Southern Region are members of the Central NSW Joint Organisation of Councils. A CENTROC induction will need to valid for each member of staff working on this project, as well as individual site inductions for each site. It will be required that the successful contractor provides general SWMS and Risk Assessments for the works, as well as conducting a specific site risk assessment at each site.

The works at Cabonne Shire Council (CSC), Parkes Shire Council (PSC) and Oberon Shire Council (OSC) are in roadside reserves and are to be covered by a Traffic Control Plan with 'Workers Ahead' signage to be provided by CSC/PSC/OSC respectively, and located appropriately at either end of the works by the successful contractor.

Forbes Shire Council require the completion of a WHS Induction for form by the successful contractor, as well as copies of insurances and risk assessments which can be passed on by the Alliance project manager.

Orange City Council requires their WHS team to review SWMS at least 7 days prior to works, with a toolbox meeting required on site with the contractor prior to works commencing.



## Project Component 2: North East Region – minimum 75 hollows

Project component 2 includes project sites within the following Local Government Areas:

- Gilgandra Shire Council
- Mid-Western Regional Council
- Warrumbungle Shire Council

### Gilgandra Shire Council- 35 hollows

#### GILGANDRA FLORA RESERVE

Target species: Glossy Black Cockatoo (*Calyptorhynchus lathami*), Brown Treecreeper (*Climacteris picumnus*), and Squirrel Glider (*Petaurus norfolcensis*).

#### GILGANDRA RACE COURSE

Target species: Glossy Black Cockatoo (*Calyptorhynchus lathami*), Little Lorikeet (*Glossopsitta pusilla*), Turquoise Parrot (*Neophema pulchella*), Squirrel Glider (*Petaurus norfolcensis*), and Corben's Long-eared Bat (*Nyctophilus corbeni*).

#### GILGANDRA SHOWGROUND

Target species: Glossy Black Cockatoo (*Calyptorhynchus lathami*), Little Lorikeet (*Glossopsitta pusilla*), Turquoise Parrot (*Neophema pulchella*), Squirrel Glider (*Petaurus norfolcensis*), and Corben's Long-eared Bat (*Nyctophilus corbeni*).

### Mid-Western Regional Council – 20 hollows, 10 cameras

#### PUTTABUCCA WETLANDS

Target species: Glossy Black Cockatoo (*Calyptorhynchus lathami*), Barking Owl (*Ninox connivens*), Brown Treecreeper (*Climacteris picumnus*), Greater Glider (*Petauroides volans*), and Yellow-bellied Sheathtail Bat (*Saccolaimus flaviventris*).

Installation of 10 remote sensing cameras.

### Warrumbungle Shire Council – 20 hollows, 5 cameras

#### COOLAH COMMON

Target species: Glossy Black Cockatoo (*Calyptorhynchus lathami*), Little Lorikeet (*Glossopsitta pusilla*), Turquoise Parrot (*Neophema pulchella*), Barking Owl (*Ninox connivens*), Brown Treecreeper (*Climacteris picumnus*), Greater Glider (*Petauroides Volans*), Yellow-bellied Sheathtail Bat (*Saccolaimus flaviventris*), Little Pied Bat (*Chalinolobus picatus*), and Corben's Long-eared Bat (*Nyctophilus corbeni*).

Installation of 5 remote sensing cameras.

### Site Inductions and Special Requirements – Project Component 2: North-East Region

Individual site inductions will be required for each site. It will be required that the successful contractor provides general SWMS and Risk Assessments for the works, as well as conducting a specific site risk assessment at each site.





Additionally, Mid-Western Regional Council require the successful contractor to complete an online contractor WHS induction, as well as complete the Mid-Western Regional Council risk assessment form, as well as to provide evidence of current insurance policies.

Gilgandra Shire Council requires the successful contractor to register on VAULT where all relevant insurances, risk assessments and SMWS are to be provided.



### Project Component 3: North West Region – minimum 105 hollows

Project component 3 includes project sites within the following Local Government Areas:

- Bogan Shire Council
- Bourke Shire Council
- Coonamble Shire Council
- Narromine Shire Council
- Warren Shire Council

#### Bogan Shire Council – 20 hollows

BOGAN RIVER: TOP WEIR & SURROUNDS AND BOTTOM WEIR & SURROUNDS

Target species: Major Mitchell's Cockatoo (*Lophochroa leadbeateri*), Brown Treecreeper (*Climacteris picumnus*), Yellow-bellied Sheathtail Bat (*Saccolaimus flaviventris*), and Little Pied Bat (*Chalinolobus picatus*).

#### Bourke Shire Council – 25 hollows

BOURKE FISHING RESERVE

Target species: Major Mitchell's Cockatoo (*Lophochroa leadbeateri*), Brown Treecreeper (*Climacteris picumnus*), Yellow-bellied Sheathtail Bat (*Saccolaimus flaviventris*), Bristle-faced Free-tailed Bat (*Setirostris eleryi*) and Little Pied Bat (*Chalinolobus picatus*).

#### Coonamble Shire Council – 20 hollows

WARRENA WEIR RESERVE

Target species: Turquoise Parrot (*Neophema pulchella*), Barking Owl (*Ninox connivens*), Brown Treecreeper (*Climacteris picumnus*), Squirrel Glider (*Petaurus norfolcensis*), and Yellow-bellied Sheathtail Bat (*Saccolaimus flaviventris*).

#### Narromine Shire Council – 20 hollows

MACQUARIE RIVER: BURROWAY ROAD

Target species: Brown Treecreeper (*Climacteris picumnus*) and Little Pied Bat (*Chalinolobus picatus*).

#### Warren Shire Council – 20 hollows

MACQUARIE RIVER: VARIOUS SITES

Target species: Brown Treecreeper (*Climacteris picumnus*), Barking Owl (*Ninox connivens*), Yellow-bellied Sheathtail Bat (*Saccolaimus flaviventris*), and Little Pied Bat (*Chalinolobus picatus*).

#### Site Inductions and Special Requirements – Project Component 3: North-West Region

Individual site inductions will be required for each site. It will be required that the successful contractor provides general SWMS and Risk Assessments for the works, as well as conducting a specific site risk assessment at each site.





### Artificial Chainsaw Hollow Dimensions and Specifications

For each project site there will be at least two nominated target hollow-dependent species. For each target species, a detailed fact sheet will be provided that outlines the species ecological requirements, and importantly will include the specifications required for the artificial hollow creation, which will include at a minimum:

- Hollow dimensions
- Entrance size
- Hollow height

Additionally, in some cases the following information may be included:

- Use of living or dead trees/timber
- Specific tree species for installation
- Ecological niches for installation
- Aspect of hollow entrance

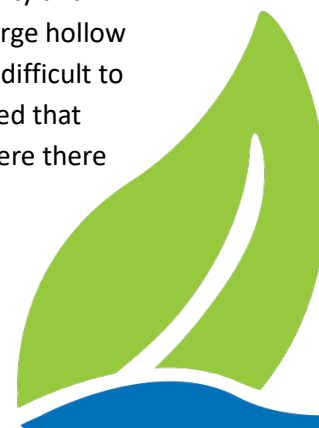
It should be noted that particularly for larger species such as Glossy Black Cockatoo and Powerful Owl, the presence of suitable trees for augmentation may be limited or absent. However, every effort should be made to install artificial hollows for each of the target species at each nominated project site and where this is not possible, the Project Manager Mick Callan should be consulted.

All hollows should be cut into suitably sized trees utilising Mattheck's  $t/R$  ratio threshold that states that tree failure is more likely to occur if the residual wall thickness surrounding a cavity is  $< 0.3$  of the stem's radius, where  $t$  = hollow wall width and  $R$  = trunk radius. In practice, this means that wall width of the created hollow should be no less than 30% of the stem radius. Additionally, recent research has demonstrated that the main failure point of artificial chainsaw hollows is the faceplate when cut from green or living timber. This can be avoided by utilising dead trees or limbs, or cutting hollows into living trees and allowing the tree to scar over the faceplate and hold it in place. Ringbarking of trees or limbs should only be conducted as a last resort where all other options have been exhausted.

### LGAs with multiple project areas

Each LGA has a listed minimum number of hollows nominated in order to contribute to the overall project total of a minimum 400 chainsaw hollows for the project. In instances where one LGA has multiple project sites it is expected that a roughly equal number of hollows will be created at each project site. However, in some cases this may prove problematic and it will be up to the successful contractor to negotiate any changes with the Project Manager, Mick Callan.

As an example, Bathurst Regional Council has three project sites of varying size, complexity and target species. The Wattle Flat Racecourse has only three target species including two large hollow users – the Greater Glider and Powerful Owl. It may prove upon site inspection that it is difficult to find suitable trees to install hollows for these species, at which time it could be negotiated that additional hollows are instead created an alternative site, such as Winburndale Dam where there are eight target species.



### Installation of Nest Boxes

As specified in the various project components, there is a total of 50 nest boxes to be installed as part of this project. These nest boxes are being sourced from Habitech and are significantly different in design and installation from traditional nest boxes. These boxes are installed using a bracket system that is attached to the tree, but requires the mounting area of the tree to be scarred back below the cambium layer prior to installation with stainless steel bolts. The nest boxes then slot onto the brackets.

Where relevant in regards to this project, the successful contractor will need to provide the tools and equipment in order to install these nest boxes. All nest boxes and bolts will be provided. It should be noted that the boxes have yet to be sourced and timing of installation will need to be arranged with the successful contractor/s. Should these nest boxes become available during the contract period it is likely that the successful contractors will have the option of including nest box installation as a variation to the agreed project works of artificial chainsaw hollow installation.

### Installation of Remote Sensing Cameras

A total of 50 remote sensing cameras are to be installed across the total project sites on hollows created for arboreal mammals (Greater Glider, Eastern Pygmy Possum, Yellow-bellied Glider, and Squirrel Glider) and microbats (Eastern False Pipistrelle, Yellow-bellied Sheath-tail Bat, Little Pied Bat, Greater Broad-nosed Bat, Corben's Long-eared Bat, and Bristle-faced Freetail Bat). Each camera is to be housed on a provided bracket comprised of an eye screw connected to an eye bolt via a bolt and nut assembly. The eye bolt will screw into the tree with the eye screw to mount to the base of the camera. Full instructions for setting the cameras will be provided to the successful contractor. Please note that no camera installation is specified for Project Component 3: North West Region. Your price for works should include the time required to install and set the specified number of cameras.

### Data Collection

As part of the works it is required that the successful contractor completes data sheets at each site, for each chainsaw hollow installed. Information to be collected on the data sheets includes:

- Date
- Project Site
- Creation of artificial hollow ID number for each hollow created
- Identification of tree species
- DBH of tree where hollow is installed
- Tree health based on a basic tree form classification chart to be provided
- GPS Coordinates for each hollow
- Photo to be recorded for each tree and electronically labelled with the correct hollow ID number/s
- Target species for the which the hollow has been created
- Height of installed hollow at entrance
- Aspect in degrees of created hollow entrance



- Hollow specifications including depth, height, width and entrance hole size
- Photo to be recorded for each created hollow and electronically labelled with the correct hollow ID number

Additionally, some sites will require that a number of remote sensing cameras are to be installed by the successful contractor. Full instructions on this process will be provided, with the following data to be collected for camera installation:

- Hollow ID number
- Camera type (brand and model of camera)
- Camera ID number
- SD Card ID number
- Position of camera i.e. above hollow 800mm
- Camera set to record photos or videos
- Camera set to ON

Please note that the **attached** data sheets are in draft form and may be subject to minor changes. However, all effort has been made to provide sufficient detail around the level of data to be collected and any changes will not significantly alter the time required to complete the data collection.

The preferred method of providing data and images to the Environment & Waterways Alliance is to upload them to a shared access Dropbox folder that will be set up by the Alliance. Should this not be practical or within the means of your business, you are to provide an alternate solution for the timely delivery of data to the project manager, Mick Callan. All data collected is to be submitted within one week of works.

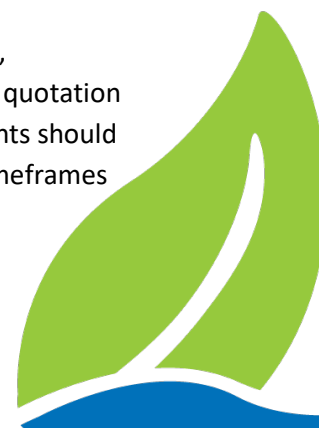
## ASSESSMENT CRITERIA

It is essential that contractors address the below assessment criteria in order to be eligible for consideration. Failure to provide all appropriate information may eliminate the contractor from consideration. There is no obligation from the Environment & Waterways Alliance to clarify information, or to seek missing information, in the event of a quotation being submitted that does not provide all relevant detail.

The assessment criteria, in order of weighting, are:

1. Demonstrated experience and ability in creation of artificial chainsaw hollows in accordance with detailed specifications
2. Ability to deliver the project within the delivery timeframe
3. Cost

Each of the three separate components of the quotation will be assessed independently, essentially as separate quotations. There is no advantage or disadvantage in providing a quotation for a single project component, or multiple components. Quoting for multiple components should be seen as effectively submitting multiple quotations with pricing and delivery within timeframes for each component to be considered separately.





## LODGEMENT OF QUOTATION

All quotations are to be lodged electronically via email. Completed quotations, utilising the form below, should be submitted to:

[mick@neophemaenvironmental.com](mailto:mick@neophemaenvironmental.com)

The subject line of the email should read:

Quotation 2019/RR/0027 Creating Homes for Threatened Species: *Contractor Business Name*



## Creating Homes for Threatened Species Artificial Chainsaw Hollows and Nest Box Installation: 2019/RR/0027

QUOTATION KEY DATES	
Issue date	25 February 2021
Start date	25 March 2021
Completion date	28 May 2021

SUBMISSION DETAILS	
Quotation to be submitted via email to	mick@neophemaenvironmental.com
Alliance Project Manager	Mick Callan
Contact Phone	0438 580 342
Closing Date	18 March 2021
Closing Time	5pm

QUOTATION DETAILS	
Request for quotation	2019/RR/0027
Company name	
ABN	
ACN	
Contact person	
Position	
Postal address	
Phone number	
Email	
Company website	

PROJECT COMPONENT 1: SOUTHERN REGION	
	Lump Sum Amount
Installation of a minimum of 220 artificial chainsaw hollows, and 35 remote sensing cameras, across 9 LGAs representing 17 project sites	
GST	
<b>TOTAL</b>	

PROJECT COMPONENT 2: NORTH EAST REGION	
	Lump Sum Amount
Installation of a minimum of 75 artificial chainsaw hollows, and 15 remote sensing cameras, across 3 LGAs representing 5 project sites	
GST	
<b>TOTAL</b>	



PROJECT COMPONENT 3: NORTH WEST REGION	
	Lump Sum Amount
Installation of a minimum of 105 artificial chainsaw hollows across 5 LGAs representing 6 project sites	
GST	
<b>TOTAL</b>	

CONTRACTOR COSTS IN EVENT OF PROJECT VARIATION	
<i>e.g. insert line items such as hourly rate of staff (general); hourly rate of staff (manager); hourly rate of EWP; staff travel allowance/incidentals/disbursements; travel rate per kilometre etc. Amount should be listed as ex. GST.</i>	Amount

### ATTACHMENTS

1. Please include as attachments a maximum two-page A4 document outlining how your company has demonstrated experience and ability in the creation of artificial chainsaw hollows in accordance with detailed specifications.
2. A detailed timeline of how you will allocate staff to the project to ensure that the project is delivered on time, while accounting for any potential issues such as inclement weather, staff leave/illness etc.
3. Copies of all relevant insurances including public liability, personal indemnity and workers compensation.

