



National Trust
WESTERN AUSTRALIA

Project Brief

Expressions of Interest

Tender for Consultancy Services

Parkwater Interpretation Project



Closing date: 5pm Monday 14 August 2023

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Authors:

This consultant brief was prepared by officers of the National Trust of Western Australia

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Introduction:

The National Trust of Western Australia seeks expressions of interest from a multi-disciplinary team of experienced consultants to design and prepare a staged, costed, actionable interpretation project and manage the implementation of an agreed final scope of work for National Trust owned bushland in the Parkwater Estate.

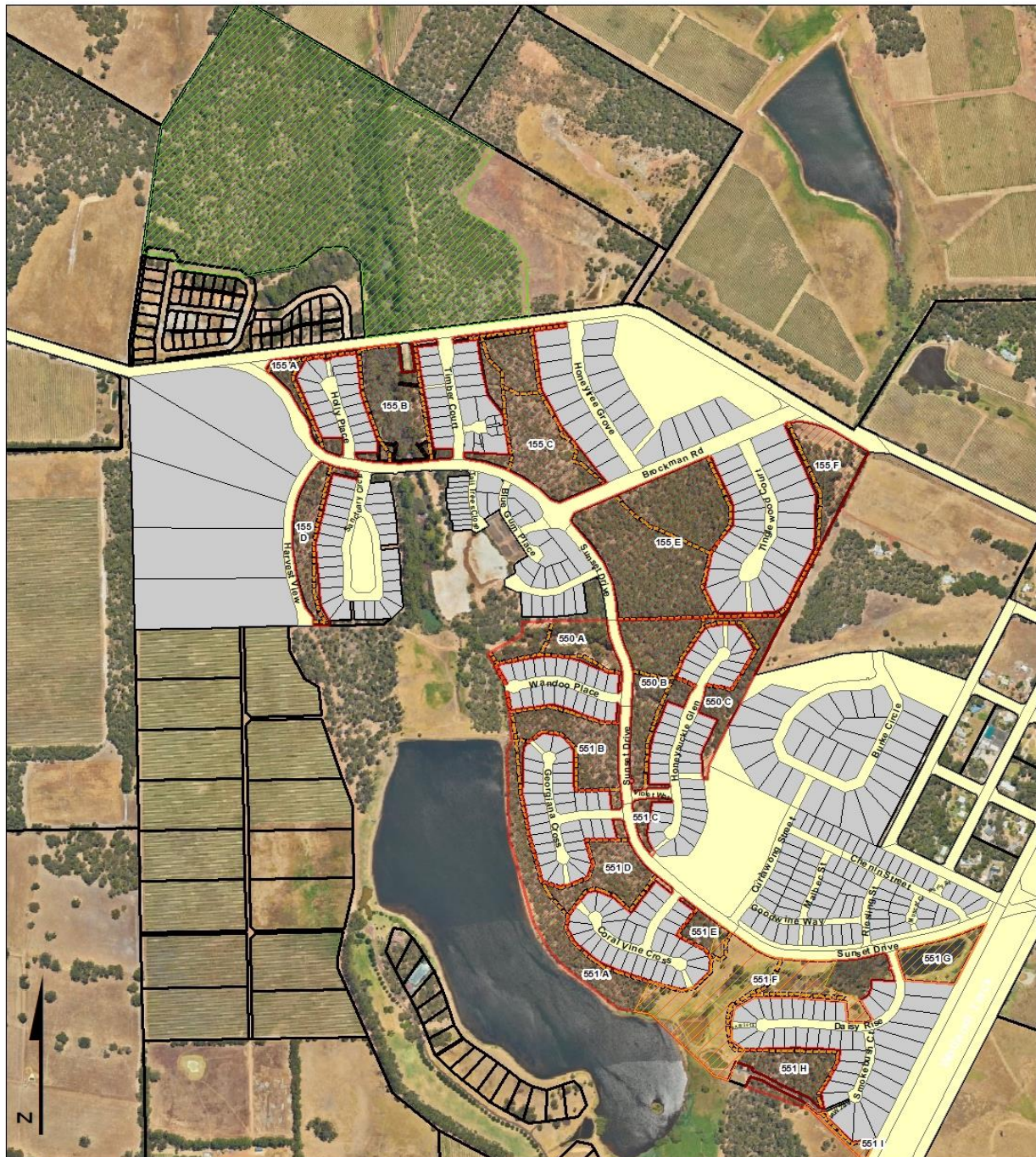
The National Trust of Western Australia is a statutory authority that works under an Act of Parliament, but at the same time is recognised as a not for profit, community-based organisation and a registered charity. The National Trust works both for Government and for the community and aspires to awaken the community to the value of heritage. It manages a substantial portfolio of heritage places and collections on behalf of the community and Government of Western Australia, including natural heritage through ownership and management of bushland parcels in the Parkwater Estate, Cowaramup and its Covenant Program for private land conservation. The National Trust is committed to ensuring the heritage values of its places (both tangible and intangible) are acknowledged through an innovative and engaging approach to conservation, interpretation and community engagement.

The National Trust of Western Australia recognises and celebrates the continuing connection of Aboriginal and Torres Strait Islander peoples to their Countries, cultures and heritage across the state and the vital role they play in our holistic approach to heritage conservation and management at all of our places across the state.








Background:

The National Trust of Western Australia works in consultation with the Parkwater Community Group Incorporated (PCGI) to manage the natural and cultural heritage values of the National Trust owned bushland in Parkwater Estate, Cowaramup. The land on which the Estate is built was formerly used for agriculture and the remnant vegetation ranges from degraded to excellent condition. Numerous firebreaks and access tracks act as trails through the bushland and these are well used by the community. In addition, a large, grassed area leads from Sunset Drive to the dam. While this area provides amenity as an off-lead dog area it also contains an important riparian zone that is impacted by weeds such as blackberry and kikuyu. This area has been selected as a priority for weed management and revegetation. A project to design and implement a Bushland Management Plan encompassing revegetation and weed management is currently underway and a local volunteer group has been formed to focus on bushland management including weed control and revegetation. This interpretation project will complement the Bushland Management project.

National Trust land within Parkwater Estate



LEGEND

-  Bushland soon to transfer to N.T.W.A.
-  N.T.W.A. areas for revegetation
-  N.T.W.A. owned land (NO vehicles allowed)
-  Shire owned/managed
-  N.T.W.A. Firebreaks and access tracks (Authorised vehicles ONLY)
-  Parkwater Estate Lots (privately owned)
-  Privately owned land (not Parkwater Estate)

CONTACT DETAILS

National Trust Perth Office: Phone: 9321 6088 Email: Parkwater@ntwa.com.au

Shire Contact: Coordinator Ranger Services - 24 Hour Response 9780 5695

Parkwater Corporation Contact: Phone - 9756 7388
Email: enquiries@parkwaterestate.com.au

Parkwater Community Group parkwatercommunity@gmail.com

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Updated 03/05/2023

Project goal:

The aim of this project is to improve the amenity of Parkwater bushland for residents and their visitors; with the main focus of increasing awareness and understanding of the natural heritage values of the place. The project should complement ongoing bushland management work and help educate the community in appropriate actions to assist with improving the quality of habitat for native fauna and flora enjoyed by residents.

Project Scope:

This consultancy is to cover content development and design of directional, warning and interpretive signage as well as management of the quotation and implementation process to completion. The consultant will:

- Review existing plans including:
 - Parkwater Interpretation plan (National Trust of WA, MULLOWAY studio & Paul Kloeden, 2009) – guide only
 - Landscape management plan (Ecoscape Australia, 2004)
 - Vegetation and Flora report (Bennett Environmental Consulting, December 2001)
 - Ecological Bushfire Management Plan 2023 (Ecosystem Solutions, draft 2023)
 - Bushland Management Plan 2023 (this will be a deliverable of a recently contracted project)
- Prepare a staged, costed, actionable interpretation project plan. The following must be delivered within the plan:
 - A trail path and node design that is broadly based on the trails and nodes suggested in the above-mentioned 2009 Parkwater Interpretation Plan noting that boardwalks are no longer applicable and trails and nodes should incorporate the current trail network and surface types.
 - Consult, liaise and co-ordinate with stakeholders to develop content and consider variables including but not limited to:
 - Bushland Management Plan consultants (a separate project concurrently contracted by NTWA) to identify areas of synergy (e.g. trail nodes and interpretive content where revegetation is underway, identified habitat values/threats);
 - Aboriginal ranger/representative groups (e.g. for inclusion of Noongar language and stories, endemic plants i.e. medicinal and/or edible bush tucker, cultural burning practices). Note: Aboriginal liaison may require additional costs which can be paid at cost as disbursements when identified.
 - Parkwater Community Group Incorporated Pty Ltd to ensure community buy-in and support;
 - Parkwater Residents, especially those in the immediate vicinity of signage nodes;
 - Shire of Augusta-Margaret River and immediate neighbours;
 - Parkwater Corporation (donating materials, potential synergy of pathways)
 - Local primary and secondary schools; and
 - National Trust staff.

- Development of all content including safety and instructional signage, and interpretive/educational material to inform users of the natural heritage values of the area. Consideration should be given to various interpretation methods to deliver content at specific locations/nodes along trails e.g. signage, web-based content accessed by QR codes, short audio recorded stories and/or printable guides.
- Design of signage infrastructure which is sympathetic to the bushland, low maintenance, fabricated and constructed where suitable with donated materials such as tree logs and granite rocks (see Attachment 4 for photographs of materials which have been donated) This must be in consultation with the Cowaramup Men's Shed with the aim of implementation being deliverable by the Shed where possible. Include considerations of pros and cons around maintenance and updating of content where applicable.
- Once the interpretation project plan is presented to the National Trust and a final scope is agreed on, provide a staged, budgeted implementation plan.
- Provide a fee for service for the agreed first stage of work including:
 - Fee for service to manage tendering process to acquire any required contractors;
 - Fee for service to undertake and project manage the following:
 - Apply for and obtain all necessary permissions and approvals for the signage (and QR codes if required); and
 - Coordinate the fabrication and installation of signage infrastructure by the Cowaramup Men's Shed and/or other contractors.

Background documentation

Please refer to the following Attachments for background documentation related to this tender which include:

1. Parkwater Interpretation plan (National Trust of WA, MULLOWAY studio & Paul Kloeden, 2009). Note,
2. Landscape management plan (Ecoscape Australia, 2004)
3. Vegetation and Flora report (Bennett Environmental Consulting, December 2001)

*Note the Parkwater Ecological Fire Management Plan (Ecosystem Solutions, draft 2023) is still in draft and confidential, therefore cannot be distributed with this tender brief but will be provided to the successful applicant. The Bushland Management Plan is yet to be developed and the contract will be underway in July 2023.

Timeframe

This project should be completed and stage 1 or works implemented within the 23-24 financial year.

Insurance requirements

Consultants are expected to hold the following insurances as a minimum:

Public liability	\$20 000 000
Professional indemnity	\$5 000 000

Project cost and budget

A project budget of \$39, 000 plus gst is available for completion of this project and implementation of stage 1 of identified work. This is inclusive of all fees, travel and disbursements. Further opportunities to expand on the staged implementation will be explored as the project develops (eg Lotterywest or other funding may be sought).

Copyright and Confidentiality

Copyright of all original material presented in the final report will remain with the National Trust of Australia (WA). This includes all photographs, drawings, plans and diagrams. Use of already copyrighted material must be appropriately obtained and acknowledged. Further publication or distribution of all or part of the document must receive prior permission from the Trust.

Form of Contract

National Trust short form contract for consultancy/ contract services. NOTE: Payment terms are 20 calendar days from receipt of invoice subject to acceptable completion of milestones being invoiced. Invoicing should be at no less than fortnightly intervals. Monthly invoicing is preferred.

Information Required for Lodging Submissions

Consultants are encouraged to contact Natural Heritage Management Officer, Monica Hunter prior to submission on (08) 9321 6088 or monica.hunter@ntwa.com.au.

Submissions will be evaluated against the following criteria:

1. Demonstrated relevant experience including credentials and expertise of key personnel40%
2. Understanding of the tasks and outcomes and proposed approach to the project40%
3. Value for money20%

The following details must also be included within the submission:

- Name of the lead consultant and sub-consultants, business address, environmental qualifications/experience and relevant contact details (if a sole trader, this can be in the form of a resume)
- Itemise and separate costs for various elements of the Project Scope
- Hourly rates for variation work (incl GST)
- Fees for other disbursements
- Details of three referees
- Level of professional indemnity insurance and name of the company that holds the policy OR copy of quote seeking insurance cover.

Submissions

All submissions should be clearly marked 'Parkwater Interpretation Project' and submitted no later than 5pm WST on Monday 14th August at the following address:

National Trust of Western Australia

The Old Observatory
4 Havelock Street
WEST PERTH WA 6005
Email: trust@ntwa.com.au

Email proposals received by the nominated closing date and time will be accepted provided that they are completed, signed, legible and include all necessary information required to be submitted as part of the proposal.

Project Manager

Monica Hunter Natural Heritage Management Officer (Tuesday, Wednesday and Thursday)
(08) 9321 6088 monica.hunter@ntwa.com.au